



FAIR WORK  
COMMISSION

20 January 2017

Ms Jennifer Miragaya  
Branch Secretary, Australian Capital Territory Branch  
Australian Nursing and Midwifery Federation

By email: [jenny@anmfact.org.au](mailto:jenny@anmfact.org.au)

Dear Ms Miragaya

**Re: Lodgement of Financial Statements and Accounts – Australian Nursing and Midwifery Federation, Australian Capital Territory Branch - for year ended 30 June 2016 (FR2016/81)**

I refer to the financial report for the Australian Capital Territory Branch of the Australian Nursing and Midwifery Federation. The report was lodged with the Fair Work Commission on 10 January 2017.<sup>1</sup> An amended copy of the report was received today.

The financial report has been filed based on a primary review. This involved confirming whether the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and Reporting Guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that the financial report for the year ending 30 June 2017 may be subject to an advanced compliance review.<sup>2</sup>

Reporting Requirements

On the FWC website a number of factsheets in relation to the financial reporting process and associated timelines are available. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The FWC recommends reporting units use this model as it will assist in ensuring compliance with the *Fair Work (Registered Organisations) Act 2009*, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

Should you require further information on the financial reporting requirements of the Act, I may be contacted on (02) 6746 3283 or 0429 462 979 or by email at [stephen.kellett@fwc.gov.au](mailto:stephen.kellett@fwc.gov.au)

Yours sincerely

Stephen Kellett  
Regulatory Compliance Branch

<sup>1</sup> It is noted that the report was sent to an incorrect email address on 21 December 2016 and so was not received by the Fair Work Commission on that day.

<sup>2</sup> The full range of disclosure requirements that may apply can be found itemised on the advanced assessment form available at <https://www.fwc.gov.au/documents/documents/organisations/factsheets/org-financial-report-checklist-advanced.pdf>

**From:** KELLETT, Stephen  
**Sent:** Friday, 20 January 2017 3:52 PM  
**To:** 'helen@anmfact.org.au'  
**Cc:** jenny@anmfact.org.au  
**Subject:** Financial reporting - y/e 30 June 2016 - filing

Dear Ms Agnew

Please see attached my letter in relation to the above.

Yours faithfully

**STEPHEN KELLETT**  
Regulatory Compliance Branch  
**FAIR WORK COMMISSION**

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ANMF ACT FR2016  
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**INDEPENDENT AUDIT REPORT  
TO THE MEMBERS OF  
AUSTRALIAN NURSING AND MIDWIFERY FEDERATION  
ACT BRANCH  
ABN: 41 698 088 660**

**Report on the Financial Report**

I have audited the accompanying general purpose financial report of the Australian Nursing and Midwifery Federation ACT Branch for the year ended 30 June 2016, comprising the Statement of Comprehensive Income, Statement of Financial Position as at 30 June 2016, Statement of Changes in Equity, Cash Flow Statement, Notes to and Forming Part of the Financial Statements and the Committee of Management Statement.

**Committee's Responsibility for the Financial Report**

The Registered Organisation's Committee of Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009 and for such internal controls as the Committee of Management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

As part of the audit of the financial statement, I have concluded that management's use of the going concern basis of accounting in the preparation of the entity's financial statements is appropriate.

**Auditor's Responsibility**

My responsibility is to express an opinion on the financial report based on my audit. I have conducted my audit in accordance with Australian Auditing Standards. Those Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the 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 control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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

## **Independence**

In conducting my audit, I have complied with the independence requirements of the Australian professional accounting bodies.

## **Auditor's Opinion**

In my opinion, the financial report presents fairly, in all material respects the financial position of the Australian Nursing and Midwifery Federation ACT Branch as of 30 June 2016 and of its financial performance and cash flows for the year then ended in accordance with Australian accounting standards and the *Fair Work (Registered Organisations) Act 2009*.

**Name of Firm:** MCS Audit Pty Ltd  
Chartered Accountants  
Authorised Audit Company



**Name of Director:** \_\_\_\_\_  
Phillip W Miller CA  
Registered Company Auditor  
Public Practice Certificate Holder

**Address:** Unit 1/37 Geils Court, Deakin ACT 2600

**Dated:** 16 November 2016

**AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH**

**ABN 41 698 088 660**

s.268 *Fair Work (Registered Organisations) Act 2009*

**CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER<sup>1</sup>**

Certificate for the period ended 30 June 2016

I Jenny Miragaya being the Secretary of the Australian Nursing and Midwifery Federation ACT Branch certify:

- that the documents lodged herewith are copies of the full report for the Australian Nursing and Midwifery Federation ACT Branch for the period ended 30 June 2016 referred to in s.268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report was provided to members of the reporting unit on 16/11/16 and
- that the full report was presented to a meeting of the committee of management of the reporting unit on 20/12/16 in accordance with s.266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature of prescribed designated officer:.....Jenny Miragaya.....

Name of prescribed designated officer:.....Jenny MIRAGAYA.....

Title of prescribed designated officer: .....Branch Secretary.....

Dated: .....21/12/16.....

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<sup>1</sup> Regulation 162 of the Fair Work (Registered Organisations) Regulations 2009 defines a 'prescribed designated officer' of a reporting unit for the purposes of s.268(c) as:  
(a) the secretary; or  
(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

## AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH

ABN 41 698 088 660

### OPERATING REPORT

*for the period ended 30 June 2016*

The committee presents its report on the reporting unit for the financial year ended 30 June 2016.

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

**PRINCIPAL ACTIVITIES:** The principal activities of the Federation during the financial year were:

The industrial and professional representation of Nurses and Midwives, and Nursing and Midwifery.

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

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

No significant change in the financial affairs of the reporting unit occurred during the financial year.

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

The members retain the right to resign from the Australian Nursing & Midwifery Federation in accordance with Clause 10 of the Federal Rules.

#### **Officers or members who are superannuation fund trustee(s) (include position details) or director of a company that is a superannuation fund trustee**

No Officers held positions as Trustees or Directors.

#### **Number of members**

The number of members as at 30 June 2016 was 2630.

#### **Number of employees**

The number of employees as at 30 June 2016 was 7.

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

##### **PRESIDENT:**

Athalene Rosborough 1 July 2015 – 30 June 2016

##### **VICE PRESIDENT:**

Sandra Mahlberg 1 July 2015 – 30 June 2016

##### **SECRETARY:**

Jennifer Miragaya 1 July 2015 – 30 June 2016

##### **EXECUTIVE COMMITTEE MEMBERS:**

Lyndsey Ohman 1 July 2015 – 30 June 2016

Leanne Ehrlich 1 July 2015 – 30 June 2016

Ron Cawthron 1 July 2015 – 30 June 2016

**AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH**

**ABN 41 698 088 660**

**OPERATING REPORT (CONTINUED)**

**EXECUTIVE COMMITTEE MEMBERS (CONTINUED):**

Louise Murphy 1 July 2015 – 30 June 2016

**COMMITTEE MEMBERS:**

Peter Carter 1 July 2015 – 30 June 2016

Janet Blandford 1 July 2015 – 16 May 2016

Leave of Absence 17 May 2016 – 30 June 2016

Shane Carter 1 July 2015 – 30 June 2016

Wendy Burton 1 July 2015 – 30 June 2016

Melissa Brown 1 July 2015 – 30 June 2016

Signature of designated officer: ..... *Jenny Miragaya* .....

Name and title of designated officer: ..... *Jenny MIRAGAYA Branch Secretary* .....

Dated: ..... *21/12/16* .....

**AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH**

**ABN 41 698 088 660**

**COMMITTEE OF MANAGEMENT STATEMENT**

*for the period ended 30 June 2016*

On the 15/11/2016 the Branch Council of the Australian Nursing and Midwifery Federation ACT Branch passed the following resolution in relation to the general purpose financial report (GPFR) for the year ended 30 June 2016:

The Branch Council 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 the reporting guidelines of the General Manager;
- (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 General Manager duly made under section 272 of the RO Act has been provided to the member or General Manager; 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.
- (f) no revenue has been derived from undertaking recovery of wages activity during the reporting period

This declaration is made in accordance with a resolution of the Committee of Management.

Signature of designated officer: ..... *Jenny Miragaya* .....

Name and title of designated officer: *Jenny MIRAGAYA Branch Secretary*

Dated: ..... *15/11/16* .....



**AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH**  
**ABN 41 698 088 660**  
**STATEMENT OF COMPREHENSIVE INCOME**  
*for the period ended 30 June 2016*

	Notes	2016 \$	2015 \$
<b>Revenue</b>			
Membership subscription*		1,414,578	1,344,753
Capitation fees	3A	-	-
Levies	3B	-	-
Interest	3C	13,213	16,716
Other revenue		19,900	40,705
<b>Total revenue</b>		<b>1,447,691</b>	<b>1,402,174</b>
<b>Other Income</b>			
Grants and/or donations	3D	-	-
Share of net profit from associate	6E	-	-
Net gains from sale of assets	3E	-	125,774
<b>Total other income</b>		<b>-</b>	<b>125,774</b>
<b>Total income</b>		<b>1,447,691</b>	<b>1,527,948</b>
<b>Expenses</b>			
Employee expenses	4A	872,074	736,449
Capitation fees	4B	50,735	-
Affiliation fees	4C	-	-
Administration expenses	4D	194,582	-
Grants or donations	4E	8,905	-
Depreciation and amortisation	4F	33,026	21,117
Legal costs	4G	1,230	-
Audit fees	14	4,750	-
Other expenses	4H	110,278	412,582
<b>Total expenses</b>		<b>1,275,580</b>	<b>1,170,148</b>
<b>Profit (loss) for the year</b>		<b>172,111</b>	<b>357,800</b>
<b>Other comprehensive income</b>			
Items that will not be subsequently reclassified to profit or loss		-	-
Gain on revaluation of land & buildings		-	-
<b>Total comprehensive income for the year</b>		<b>-</b>	<b>-</b>

The above statement should be read in conjunction with the notes.

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH  
 ABN 41 698 088 660  
 STATEMENT OF FINANCIAL POSITION  
 as at 30 June 2016

	Notes	2016 \$	2015 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	5A	812,785	528,739
Trade and other receivables	5B	203	358,315
Other current assets	5C	27,814	18,614
<b>Total current assets</b>		<b>840,802</b>	<b>905,668</b>
<b>Non-Current Assets</b>			
Land and buildings	6A	752,062	771,583
Plant and equipment	6B	87,497	56,229
Other investments	6C	1,218,040	1,210,044
<b>Total non-current assets</b>		<b>2,057,599</b>	<b>2,037,856</b>
<b>Total assets</b>		<b>2,898,401</b>	<b>2,943,524</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade payables	7A	28,178	64,374
Other payables	7B	64,770	8,166
Employee provisions	8A	149,060	130,723
<b>Total current liabilities</b>		<b>242,008</b>	<b>203,263</b>
<b>Non-Current Liabilities</b>			
Employee provisions	8A	20,052	14,234
Other non-current liabilities	9A	-	261,796
<b>Total non-current liabilities</b>		<b>20,052</b>	<b>276,030</b>
<b>Total liabilities</b>		<b>262,060</b>	<b>479,293</b>
<b>Net assets</b>		<b>2,636,341</b>	<b>2,464,230</b>
<b>EQUITY</b>			
General funds	10A	-	-
Retained earnings (accumulated deficit)		2,636,341	2,464,230
<b>Total equity</b>		<b>2,636,341</b>	<b>2,464,230</b>

The above statement should be read in conjunction with the notes.

**AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH**  
**ABN 41 698 088 660**  
**STATEMENT OF CHANGES IN EQUITY**  
*for the period ended 30 June 2016*

	Notes	General funds \$	Retained earnings \$	Total equity \$
<b>Balance as at 1 July 2014</b>		-	2,106,430	2,106,430
Adjustment for errors		-	-	-
Adjustment for changes in accounting policies		-	-	-
Profit for the year		-	357,800	357,800
Other comprehensive income for the year		-	-	-
Transfer to/from [insert fund name]	10A	-	-	-
Transfer from retained earnings		-	-	-
<b>Closing balance as at 30 June 2015</b>		-	<b>2,464,230</b>	<b>2,464,230</b>
Adjustment for errors		-	-	-
Adjustment for changes in accounting policies		-	-	-
Profit for the year		-	172,111	172,111
Other comprehensive income for the year		-	-	-
Transfer to/from [insert fund name]	10A	-	-	-
Transfer from retained earnings		-	-	-
<b>Closing balance as at 30 June 2016</b>		-	<b>2,636,341</b>	<b>2,636,341</b>

The above statement should be read in conjunction with the notes.

**AUSTRALIAN NURSING AND MIDWIFERY FEDERATION ACT BRANCH**  
**ABN 41 698 088 660**  
**CASH FLOW STATEMENT**  
*for the period ended 30 June 2016*

	Notes	2016 \$	2015 \$
<b>OPERATING ACTIVITIES</b>			
<b>Cash received</b>			
Receipts from other reporting units/controlled entity(s)	11B	1,791,304	1,353,883
Interest		13,213	16,716
Other		10,770	40,026
<b>Cash used</b>			
Employees		(1,051,032)	(985,442)
Suppliers		-	-
Payment to other reporting units/controlled entity(s)	11B	(173,641)	(132,266)
<b>Net cash from (used by) operating activities</b>	11A	<b>590,614</b>	<b>292,917</b>
<b>INVESTING ACTIVITIES</b>			
<b>Cash received</b>			
Proceeds from sale of plant and equipment		-	-
Proceeds from sale of land and buildings		-	-
Other		-	-
<b>Cash used</b>			
Purchase of plant and equipment		(44,772)	-
Purchase of land and buildings		-	(352,968)
Other		-	(51,585)
<b>Net cash from (used by) investing activities</b>		<b>(44,772)</b>	<b>(404,553)</b>
<b>FINANCING ACTIVITIES</b>			
<b>Cash received</b>			
Contributed equity		-	-
Other		-	-
<b>Cash used</b>			
Repayment of borrowings		(261,796)	-
Other		-	-
<b>Net cash from (used by) financing activities</b>		<b>-</b>	<b>-</b>
<b>Net increase (decrease) in cash held</b>		<b>284,046</b>	<b>(111,636)</b>
Cash & cash equivalents at the beginning of the reporting period		528,739	640,375
<b>Cash &amp; cash equivalents at the end of the reporting period</b>	5A	<b>812,785</b>	<b>528,739</b>

The above statement should be read in conjunction with the notes.

## Index to the Notes of the Financial Statements

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## Note 1 Summary of significant accounting policies

### 1.1 Basis of preparation of the financial statements

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the *Fair Work (Registered Organisation) Act 2009*. For the purpose of preparing the general purpose financial statements, the Australian Nursing and Midwifery Federation ACT Branch is a not-for-profit entity.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost, except for certain assets and liabilities measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars.

### 1.2 Comparative amounts

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

### 1.3 Significant accounting judgements and estimates

The following accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

### 1.4 New Australian 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 2013-9 Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments* contains three main parts and makes amendments to a number of Standards and Interpretations.

Part A of AASB 2013-9 makes consequential amendments arising from the issuance of AASB CF 2013-1.

Part B makes amendments to particular Australian Accounting Standards to delete references to AASB 1031 and also makes minor editorial amendments to various other standards.

Part C makes amendments to a number of Australian Accounting Standards, including incorporating Chapter 6 Hedge Accounting into AASB 9 *Financial Instruments*.

Applying this amendment did not have an impact on the reporting unit.

- *AASB 2015-3 Amendments to Australian Accounting Standards arising from the Withdrawal of AASB 1031 Materiality* completes the AASB's project to remove Australian guidance on materiality from Australian Accounting Standards  
Applying this amendment not have an impact on the reporting unit.
- *AASB 2015-4 Amendments to Australian Accounting Standards – Financial Reporting Requirements for Australian Groups with a Foreign Parent* aligns the relief available in AASB 10 *Consolidated Financial Statements* and AASB 128 *Investments in Associates and Joint Ventures* in respect of the financial reporting requirements for Australian groups with a foreign parent.  
Applying this amendment did not have an impact on the reporting unit.

## 1.5 Basis of consolidation

The consolidated financial statements comprise the financial statements of the Australian Nursing and Midwifery Federation ACT Branch and entities controlled by the Australian Nursing and Midwifery Federation ACT Branch (its subsidiaries). Control is achieved where the Australian Nursing and Midwifery Federation ACT Branch is exposed, or has rights, to variable returns from its involvement with the investee and has the ability to affect those returns through its power over the Australian Nursing and Midwifery Federation ACT Branch.

Specifically, the Australian Nursing and Midwifery Federation ACT Branch controls an investee if and only if the Australian Nursing and Midwifery Federation ACT Branch has:

- Power over the investee (i.e. existing rights that give it the current ability to direct the relevant activities of the investee)
- Exposure, or rights, to variable returns from its involvement with the investee
- The ability to use its power over the investee to affect its returns

When the Australian Nursing and Midwifery Federation ACT Branch has less than a majority of the voting or similar rights of an investee, the Australian Nursing and Midwifery Federation ACT Branch considers all relevant facts and circumstances in assessing whether it has power over an investee, including:

- Relevant activities of the investee and who has control over them
- Existing or future administrative or statutory arrangements that may give rise to rights/control (or change the previous control assessment)
- Whether rights are substantive or protective in nature and whether rights presently exercisable or will be exercisable when decisions about relevant activities are being made
- Exposure or rights to financial and non-financial returns (direct or indirect) and the ability to influence those returns
- Whether the investor is exercising its decision-making abilities as a principal or agent
- Rights arising from other contractual arrangements

The Australian Nursing and Midwifery Federation ACT Branch re-assesses whether or not it controls an investee if facts and circumstances indicate that there are changes to one or more of the three elements of control. Consolidation of a subsidiary begins when the Australian Nursing and Midwifery Federation ACT Branch obtains control over the subsidiary and ceases when the Australian Nursing and Midwifery Federation ACT Branch loses control of the subsidiary.

Assets, liabilities, income and expenses of a subsidiary acquired or disposed of during the year are included in the consolidated financial statements from the date the Australian Nursing and Midwifery Federation ACT Branch gains control until the date the

Australian Nursing and Midwifery Federation ACT Branch ceases to control the subsidiary.

Income and expense of subsidiaries acquired or disposed of during the year are included in the consolidated statement of comprehensive income from the effective date of acquisition and up to the effective date of disposal, as appropriate. Total comprehensive income of subsidiaries is attributed to the owners of the Australian Nursing and Midwifery Federation ACT Branch and to the non-controlling interests even if this results in the non-controlling interests having a deficit balance.

Where necessary, adjustments are made to the financial statements of subsidiaries to bring their accounting policies into line with those used by the Australian Nursing and Midwifery Federation ACT Branch.

All intra-group transactions, balances, income and expenses are eliminated in full on consolidation.

Changes in the Australian Nursing and Midwifery Federation ACT Branch ownership interests in subsidiaries that do not result in the Australian Nursing and Midwifery Federation ACT Branch losing control are accounted for as equity transactions. The carrying amounts of the Australian Nursing and Midwifery Federation ACT Branch interests and the non-controlling interests are adjusted to reflect the changes in their relative interests in the subsidiaries. Any difference between the amount by which the non-controlling interests are adjusted and the fair value of the consideration paid or received is recognised directly in equity and attributed to owners of the Australian Nursing and Midwifery Federation ACT Branch.

When the Australian Nursing and Midwifery Federation ACT Branch loses control of a subsidiary, a gain or loss is recognised in profit or loss and is calculated as the difference between (i) the aggregate of the fair value of the consideration received and the fair value of any retained interest and (ii) the previous carrying amount of the assets (including goodwill), and liabilities of the subsidiary and any non-controlling interests. When assets of the subsidiary are carried at revalued amounts or fair values and the related cumulative gain or loss has been recognised in other comprehensive income and accumulated in equity, the amounts previously recognised in other comprehensive income and accumulated in equity are accounted for as if the Australian Nursing and Midwifery Federation ACT Branch had directly disposed of the relevant assets (i.e. reclassified to profit or loss or transferred directly to retained earnings as specified by applicable Standards). The fair value of any investment retained in the former subsidiary at the date when control is lost is regarded as the fair value on initial recognition for subsequent accounting under *AASB 139 Financial Instruments: Recognition and Measurement* or, when applicable, the cost on initial recognition of an investment in an associate or jointly controlled entity.

## **1.6 Investment in associates and joint arrangements**

An associate is an entity over which the Australian Nursing and Midwifery Federation ACT Branch has significant influence and that is neither a subsidiary nor an interest in a joint venture. Significant influence is the power to participate in the financial and operating policy decisions of the investee but is not control or joint control over those policies.

A joint venture is a type of joint arrangement whereby the parties that have joint control of the arrangement have rights to the net assets of the joint venture. Joint control is the contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require unanimous consent of the parties sharing control.



A joint operation is a type of joint arrangement whereby the parties that have joint control of the arrangement have rights to the individual assets and obligations for the liabilities of the joint operation.

The results and assets and liabilities of associates and its joint ventures are incorporated in these financial statements using the equity method of accounting, except when the investment is classified as held for sale, in which case it is accounted for in accordance with AASB 5 'Non-current Asset Held for Sale and Discontinued Operations'. Under the equity method, an investment in an associate or joint venture is initially recognised in the statement of financial position at cost and adjusted thereafter to recognise the share of the profit or loss and other comprehensive income of the associate. When the share of losses of an associate or joint venture exceeds the interest in that associate, the Australian Nursing and Midwifery Federation ACT Branch discontinues recognising its share of further losses. Additional losses are recognised only to the extent that it has incurred legal or constructive obligations or made payments on behalf of the associate or joint venture.

Any excess of the cost of acquisition over the share of the net fair value of the identifiable assets, liabilities and contingent liabilities of the associate recognised at the date of acquisition is recognised as goodwill, which is included within the carrying amount of the investment. Any excess of the share of the net fair value of the identifiable assets, liabilities and contingent liabilities over the cost of acquisition, after reassessment, is recognised immediately in profit or loss.

## 1.7 Business combinations

The acquisition method of accounting is used to account for all business combinations, except for those identified in the *Fair Work Commissions reporting guidelines* under item 12. The consideration transferred for the acquisition of a subsidiary comprises the fair values of the assets transferred, the liabilities incurred and the equity interest issued by the parent entity. The consideration transferred also includes the fair value of any contingent consideration arrangement and the fair value of any pre-existing equity interest in the subsidiary. Acquisition-related costs are expensed as incurred. Identifiable assets acquired and liabilities and contingent liabilities assumed in a business combination are, with limited exceptions, measured initially at their fair values on acquisition date. On an acquisition-by-acquisition basis, the parent entity recognises any non-controlling interest in the acquiree either at fair value or at the non-controlling interest's proportionate share of the acquiree's net identifiable assets.

The excess of the consideration transferred, the amount of any non-controlling interest in the acquiree and the acquisition-date fair value of any previous equity interest in the acquiree over the fair value of the parent entity's share of the net identifiable assets, is recorded as goodwill. If those amounts are less than the fair value of the net identifiable assets of the subsidiary acquired and the measurement of all amounts has been reviewed, the difference is recognised directly in profit or loss as a bargain purchase.

If it is determined that the combination results in mutual benefit to both the members of the acquirer and the acquiree, the surplus of the fair value of the net identifiable assets acquired over the consideration paid will be recognised in member's funds as a business combination reserve.

Where settlement of any part of cash consideration is deferred, the amounts payable in the future are discounted to their present value as at the date of exchange. The discount rate used is the entity's incremental borrowing rate, being the rate at which similar borrowing could be obtained from an independent financier under comparable terms and conditions.

Contingent consideration is classified either as equity or a financial liability. Amounts classified as a financial liability are subsequently remeasured to fair value with changes in fair value recognised in profit or loss.

### **1.8 Acquisition of assets and or liabilities that do not constitute a business combination**

The net book value of assets and or liabilities transferred to Australian Nursing and Midwifery Federation ACT Branch for no consideration is used to account for an amalgamation under Part 2 of Chapter 3 of the *Fair Work (Registered Organisations) Act 2009*/a restructure of the branches of the [reporting unit]/a determination by the General Manager under subsections 245(1) of the *Fair Work (Registered Organisations) Act 2009*/ a revocation by the General Manager under subsection 249(1) of the *Fair Work (Registered Organisations) Act 2009*.

The assets and liabilities are recognised as at the date of transfer.

### **1.9 Revenue**

Revenue is measured at the fair value of the consideration received or receivable.

Revenue from subscriptions is accounted for on accrual basis and is recorded as revenue at the time it becomes due.

Revenue from the sale of goods is recognised when, the risks and rewards of ownership have been transferred to the buyer, the entity retains no managerial involvement or effective control over the goods, the revenue and transaction costs incurred can be reliably measured, and it is probable that the economic benefits associated with the transaction will flow to the entity.

Donation income is recognised when it is received.

Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any impairment allowance account. Collectability of debts is reviewed at end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

Interest revenue is recognised on a cash basis and is accounted for at time of receipt.

Rental revenue from operating leases is recognised on a straight-line basis over the term of the relevant lease.

### **1.10 Government grants<sup>2</sup>**

Government grants are not recognised until there is reasonable assurance that the Australian Nursing and Midwifery Federation ACT Branch will comply with the conditions attaching to them and that the grants will be received.

Government grants are recognised in profit or loss on a systematic basis over the periods in which the Australian Nursing and Midwifery Federation ACT Branch recognises as expenses the related costs for which the grants are intended to compensate. Specifically, government grants whose primary condition is that the Australian Nursing and Midwifery Federation ACT Branch should purchase, construct otherwise acquire non-current assets are recognised as deferred revenue in the

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<sup>2</sup> Policy relevant for for-profit reporting units. Not-for-profit reporting units must comply with AASB1004 Contributions.

statement of financial position and transferred to profit or loss on a systematic and rational basis over the useful lives of the related assets.

Government grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the Australian Nursing and Midwifery Federation ACT Branch with no future related costs are recognised in profit or loss in the period in which they become receivable.

## **1.11 Gains**

### ***Sale of assets***

Gains and losses from disposal of assets are recognised when control of the asset has passed to the buyer.

## **1.12 Capitation fees and levies**

Capitation fees and levies are recognised on an accrual basis and recorded as a revenue and/or expense in the year to which it relates.

## **1.13 Employee benefits**

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

Liabilities for short-term employee benefits (as defined in AASB 119 *Employee Benefits*) and termination benefits which are expected to be settled within twelve months of the end of reporting period are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefits which are expected to be settled beyond twelve months are measured as the present value of the estimated future cash outflows to be made by the reporting unit in respect of services provided by employees up to reporting date.

Payments to defined contribution retirement benefit plans are recognised as an expense when employees have rendered service entitling them to the contributions.

Provision is made for separation and redundancy benefit payments. Reporting Unit recognises a provision for termination as part of a broader restructuring when it has developed a detailed formal plan for the terminations and has informed those employees affected that it will carry out the terminations. A provision for voluntary termination is recognised when the employee has accepted the offer of termination.

## **1.14 Leases**

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

Where an asset is acquired by means of a finance lease, the asset is capitalised at either the fair value of the lease property or, if lower, the present value of minimum lease payments at the inception of the contract and a liability is recognised at the same time and for the same amount.

The discount rate used is the interest rate implicit in the lease. Leased assets are amortised over the period of the lease. Lease payments are allocated between the principal component and the interest expense.

Operating lease payments are expensed on a straight-line basis which is representative of the pattern of benefits derived from the leased assets.

Rental revenue from operating leases is recognised on a straight-line basis over the term of the relevant lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight-line basis over the lease term.

### **1.15 Borrowing costs**

All borrowing costs are recognised in profit and loss in the period in which they are incurred.

### **1.16 Cash**

Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, deposits held at call with bank, other short-term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the consolidated statement of financial position.

### **1.17 Financial instruments**

Financial assets and financial liabilities are recognised when the Australian Nursing and Midwifery Federation ACT Branch becomes a party to the contractual provisions of the instrument.

Financial assets and financial liabilities are initially measured at fair value. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities (other than financial assets and financial liabilities at fair value through profit or loss) are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition. Transaction costs directly attributable to the acquisition of financial assets or financial liabilities at fair value through profit or loss are recognised immediately in profit or loss.

### **1.18 Financial assets**

Financial assets are classified into the following specified categories: financial assets at fair value through profit or loss, held-to-maturity investments, available-for-sale financial assets and loans and receivables. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition. All regular way purchases or sales of financial assets are recognised and derecognised upon trade date basis. Regular way purchases or sales are purchases or sales of financial assets that require delivery of assets within the time frame established by regulation or convention in the marketplace.

#### ***Fair value through profit or loss***

Financial assets are classified as at fair value through profit or loss when the financial asset is either held for trading or it is designated as at fair value through profit or loss.

A financial asset is classified as held for trading if:

- it has been acquired principally for the purpose of selling it in the near term; or

- on initial recognition it is part of a portfolio of identified financial instruments that the reporting unit manages together and has a recent actual pattern of short-term profit-taking; or
- it is a derivative that is not designated and effective as a hedging instrument.

A financial asset other than a financial asset held for trading may be designated as at fair value through profit or loss upon initial recognition if:

- such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise; or
- the financial asset forms part of a group of financial assets or financial liabilities or both, which is managed and its performance is evaluated on a fair value basis, in accordance with the reporting units documented risk management or investment strategy, and information about the grouping is provided internally on that basis; or
- it forms part of a contract containing one or more embedded derivatives, and AASB 139 'Financial Instruments: Recognition and Measurement' permits the entire combined contract (asset or liability) to be designated as at fair value through profit or loss.

Financial assets at fair value through profit or loss are stated at fair value, with any gains or losses arising on remeasurement recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any dividend or interest earned on the financial asset and is included in the 'other gains and losses' line item in the statement of comprehensive income.

#### ***Held-to-maturity investments***

Financial assets with fixed or determinable payments and fixed maturity dates that the reporting unit has the positive intent and ability to hold to maturity are classified as held-to-maturity investments. Held-to-maturity investments are measured at amortised cost using the effective interest method less any impairment.

#### ***Available-for-sale***

Listed shares and listed redeemable notes held by the reporting unit that are traded in an active market are classified as available-for-sale and are stated at fair value. The reporting unit also has investments in unlisted shares that are not traded in an active market but that are also classified as available-for-sale financial assets and stated at fair value. Gains and losses arising from changes in fair value are recognised in other comprehensive income and accumulated in the investments revaluation reserve, with the exception of impairment losses, interest calculated using the effective interest method, and foreign exchange gains and losses on monetary assets, which are recognised in profit or loss. Where the investment is disposed of or is determined to be impaired, the cumulative gain or loss previously accumulated in the investments revaluation reserve is reclassified to profit or loss.

Dividends on available-for-sale equity instruments are recognised in profit or loss when the reporting unit right to receive the dividends is established. The fair value of available-for-sale monetary assets denominated in a foreign currency is determined in that foreign currency and translated at the spot rate at the end of the reporting period. The foreign exchange gains and losses that are recognised in profit or loss are determined based on the amortised cost of the monetary asset. Other foreign exchange gains and losses are recognised in other comprehensive income.

#### ***Loan and receivables***

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method less

impairment. Interest is recognised by applying the effective interest rate, except for short-term receivables when the recognition of interest would be immaterial.

### ***Effective interest method***

The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, when appropriate, a shorter period, to the net carrying amount on initial recognition.

Income is recognised on an effective interest rate basis except for debt instruments other than those financial assets that are recognised at fair value through profit or loss.

### ***Impairment of financial assets***

Financial assets, other than those at fair value through profit or loss, are assessed for impairment at the end of each reporting period. Financial assets are considered to be impaired when there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the investment have been affected.

For certain categories of financial asset, such as trade receivables, assets that are assessed not to be impaired individually are, in addition, assessed for impairment on a collective basis. Objective evidence of impairment for a portfolio of receivables could include the reporting units past experience of collecting payments, an increase in the number of delayed payments in the portfolio past the average credit period of 60 days, as well as observable changes in national or local economic conditions that correlate with default on receivables.

For financial assets carried at amortised cost, the amount of the impairment loss recognised is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the financial asset's original effective interest rate.

For financial assets carried at cost, the amount of the impairment loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the current market rate of return for a similar financial asset. Such impairment loss will not be reversed in subsequent periods.

The carrying amount of the financial asset is reduced by the impairment loss directly for all financial assets with the exception of trade receivables, where the carrying amount is reduced through the use of an allowance account. When a trade receivable is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognised in profit or loss.

When an available-for-sale financial asset is considered to be impaired, cumulative gains or losses previously recognised in other comprehensive income are reclassified to profit or loss in the period.

For financial assets measured at amortised cost, if, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed through profit or loss to the extent that the carrying amount of the investment at the date the impairment is reversed does not exceed what the amortised cost would have been had the impairment not been recognised.

In respect of available-for-sale equity securities, impairment losses previously recognised in profit or loss are not reversed through profit or loss. Any increase in fair value subsequent to an impairment loss is recognised in other comprehensive income and accumulated under the heading of investments revaluation reserve. In respect of available-for-sale debt securities, impairment losses are subsequently reversed through profit or loss if an increase in the fair value of the investment can be objectively related to an event occurring after the recognition of the impairment loss.

### ***Derecognition of financial assets***

The Australian Nursing and Midwifery Federation ACT Branch derecognises a financial asset only when the contractual rights to the cash flows from the asset expire, or when it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity. The difference between the asset's carrying amount and the sum of the consideration received and receivable and the cumulative gain or loss that had been recognised in other comprehensive income and accumulated in equity is recognised in profit or loss.

## **1.19 Financial Liabilities**

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities. Financial liabilities are recognised and derecognised upon 'trade date'.

### ***Fair value through profit or loss***

Financial liabilities are classified as at fair value through profit or loss when the financial liability is either held for trading or it is designated as at fair value through profit or loss.

A financial liability is classified as held for trading if:

- it has been acquired principally for the purpose of repurchasing it in the near term; or
- on initial recognition it is part of a portfolio of identified financial instruments that the reporting unit manages together and has a recent actual pattern of short-term profit-taking; or
- it is a derivative that is not designated and effective as a hedging instrument.

A financial liability other than a financial liability held for trading may be designated as at fair value through profit or loss upon initial recognition if:

- such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise; or
- the financial liability forms part of a group of financial assets or financial liabilities or both, which is managed and its performance is evaluated on a fair value basis, in accordance with the reporting units documented risk management or investment strategy, and information about the grouping is provided internally on that basis; or
- it forms part of a contract containing one or more embedded derivatives, and AASB 139 'Financial Instruments: Recognition and Measurement' permits the entire combined contract (asset or liability) to be designated as at fair value through profit or loss.

Financial liabilities at fair value through profit or loss are stated at fair value, with any gains or losses arising on remeasurement recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any interest paid on the financial liability and is included in the 'other gains and losses' line item in the statement of comprehensive income.

### ***Other financial liabilities***

Other financial liabilities, including borrowings and trade and other payables, are initially measured at fair value, net of transaction costs.

Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

### ***Derecognition of financial liabilities***

The reporting unit derecognises financial liabilities when, and only when, the reporting units obligations are discharged, cancelled or they expire. The difference between the carrying amounts of the financial liability derecognised and the consideration paid and payable is recognised in profit or loss.

## **1.20 Contingent Liabilities and Contingent Assets**

Contingent liabilities and contingent assets are not recognised in the Statement of Financial Position but are reported in the relevant notes. They may arise from uncertainty as to the existence of a liability or asset or represent an existing liability or asset in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain, and contingent liabilities are disclosed when settlement is greater than remote.

## **1.21 Land, Buildings, Plant and Equipment**

### ***Asset Recognition Threshold***

Purchases of land, buildings, plant and equipment are recognised initially at cost in the Statement of Financial Position. The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

### ***Revaluations—Land and Buildings***

Following initial recognition at cost, land and buildings are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Revaluations are performed with sufficient frequency such that the carrying amount of assets do not differ materially from those that would be determined using fair values as at the reporting date.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reversed a previous revaluation decrement of the same asset class that was previously recognised in the surplus/deficit. Revaluation decrements for a class of assets are recognised directly in the profit or loss except to the extent that they reverse a previous revaluation increment for that class. Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset is restated to the revalued amount.

### ***Depreciation***

Depreciable property, plant and equipment assets are written-off to their estimated residual values over their estimated useful life using, in all cases, the straight line method of depreciation. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

	<b>2016</b>	<b>2015</b>
Land & buildings	<b>40 Years</b>	40 Years
Plant and equipment	<b>5-8 Years</b>	5-8 Years



### ***Derecognition***

An item of land, buildings, plant and equipment is derecognized upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognized in the profit and loss.

#### **1.22 Investment property**

Investment properties are properties held to earn rentals and/or for capital appreciation (including property under construction for such purposes). Investment properties are measured initially at its cost, including transaction costs. Subsequent to initial recognition, investment properties are measured at fair value. Gains and losses arising from changes in the fair value of investment properties are included in profit and loss in the period in which they arise.

An investment property is derecognized upon disposal or when the investment property is permanently withdrawn from use and no future economic benefits are expected from the disposal. Any gain or loss arising on derecognition of the property (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the period in which the property is derecognized.

#### **1.23 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.

### ***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.

#### **1.24 Impairment for non-financial assets**

All assets are assessed for impairment at the end of each reporting period to the extent that there is an impairment trigger. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs of disposal and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows, and the asset would be replaced if the Australian Nursing and Midwifery Federation ACT Branch were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

## 1.25 Non-current assets held for sale

Non-current assets are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the non-current asset is available for immediate sale in its present condition. Management must be committed to the sale, which should be expected to qualify for recognition as a completed sale within one year from the date of classification.

Non-current assets classified as held for sale are measured at the lower of their previous carrying amount and fair value less costs of disposal.

## 1.26 Taxation

The Australian Nursing and Midwifery Federation ACT Branch 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 cash flow statement 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.

## 1.27 Fair value measurement

The Australian Nursing and Midwifery Federation ACT Branch 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 16A.

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 Australian Nursing and Midwifery Federation ACT Branch. 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 Australian Nursing and Midwifery Federation ACT Branch 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 Australian Nursing and Midwifery Federation ACT Branch 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 Australian Nursing and Midwifery Federation ACT Branch 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.

## **1.28 Going concern**

The Australian Nursing and Midwifery Federation ACT Branch has not agreed to provide financial support to another reporting unit to ensure they can continue on a going concern basis.

## Note 2 Events after the reporting period

There were no events that occurred after 30 June 2016, and/or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of the Australian Nursing and Midwifery Federation ACT Branch.

	2016	2015
	\$	\$
<b>Note 3 Income</b>		
<b>Note 3A: Capitation fees*</b>		
Not applicable	-	-
<b>Total capitation fees</b>	<b>-</b>	<b>-</b>
<b>Note 3B: Levies*</b>		
Not applicable	-	-
<b>Total levies</b>	<b>-</b>	<b>-</b>
<b>Note 3C: Interest</b>		
Deposits	13,213	16,716
Loans	-	-
<b>Total interest</b>	<b>13,213</b>	<b>16,716</b>
<b>Note 3D: Grants or donations*</b>		
Grants	-	-
Donations	-	-
<b>Total grants or donations</b>	<b>-</b>	<b>-</b>
<b>Note 3E: Net gains from sale of assets</b>		
Land and buildings	-	125,774
Plant and equipment	-	-
Intangibles	-	-
<b>Total net gain from sale of assets</b>	<b>-</b>	<b>125,774</b>

\* As required by the Reporting Guidelines. Item to remain even if 'nil'.

2016	2015
\$	\$

## Note 4 Expenses

### Note 4A: Employee expenses\*

#### Holders of office:

Wages and salaries	173,641	163,317
Superannuation	23,073	21,639
Leave and other entitlements	14,863	11,298

<b>Subtotal employee expenses holders of office</b>	<b>211,577</b>	<b>196,254</b>
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#### Employees other than office holders:

Wages and salaries	525,681	479,101
Superannuation	57,909	54,031
Leave and other entitlements	9,292	7,063
Other employee expenses	67,615	-

<b>Subtotal employee expenses employees other than office holders</b>	<b>660,497</b>	<b>540,195</b>
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<b>Total employee expenses</b>	<b>872,074</b>	<b>736,449</b>
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### Note 4B: Capitation fees\*

Capitation Fees	50,735	-
<b>Total capitation fees</b>	<b>50,735</b>	<b>-</b>

### Note 4C: Affiliation fees\*

Not applicable	-	-
<b>Total affiliation fees/subscriptions</b>	<b>-</b>	<b>-</b>

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.

	2016	2015
	\$	\$
<b>Note 4D: Administration expenses</b>		
Consideration to employers for payroll deductions*	-	-
Compulsory levies*		
Not applicable	-	-
Fees/allowances - meeting and conferences*	-	-
Conference and meeting expenses*	10,701	-
Contractors/consultants	-	-
Property expenses	22,249	-
Office expenses	117,972	-
Information communications technology	43,660	-
Other	-	-
<b>Subtotal administration expense</b>	<b>194,582</b>	<b>-</b>
Operating lease rentals:		
Minimum lease payments	-	-
<b>Total administration expenses</b>	<b>-</b>	<b>-</b>
<b>Note 4E: Grants or donations*</b>		
Grants:		
Total paid that were \$1,000 or less	6,755	-
Total paid that exceeded \$1,000	-	-
Donations:		
Total paid that were \$1,000 or less	2,150	-
Total paid that exceeded \$1,000	-	-
<b>Total grants or donations</b>	<b>8,905</b>	<b>-</b>
<b>Note 4F: Depreciation and amortisation</b>		
Depreciation		
Land & buildings	19,521	-
Property, plant and equipment	13,505	21,117
<b>Total depreciation</b>	<b>-</b>	<b>-</b>
Amortisation		
Intangibles	-	-
<b>Total amortisation</b>	<b>-</b>	<b>-</b>
<b>Total depreciation and amortisation</b>	<b>33,026</b>	<b>21,117</b>

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.

	Consolidated	
	2016	2015
	\$	\$
<b>Note 4G: Legal costs*</b>		
Litigation	-	-
Other legal matters	1,230	-
<b>Total legal costs</b>	<b>1,230</b>	<b>-</b>

**Note 4H: Other expenses**

Other operating expenses	110,278	-
Penalties - via RO Act or RO Regulations*	-	-
<b>Total other expenses</b>	<b>110,278</b>	<b>-</b>

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.

2016	2015
\$	\$

**Note 5 Current Assets**

**Note 5A: Cash and Cash Equivalents**

Cash at bank	499,178	388,004
Cash on hand	123	433
Short term deposits	313,484	140,302
<b>Total cash and cash equivalents</b>	<b>812,785</b>	<b>528,739</b>

**Note 5B: Trade and Other Receivables**

**Receivables from other reporting unit[s]\***

Not applicable	-	-
<b>Total receivables from other reporting unit[s]</b>	<b>-</b>	<b>-</b>

**Less provision for doubtful debts\***

Not applicable	-	-
<b>Total provision for doubtful debts</b>	<b>-</b>	<b>-</b>
<b>Receivable from other reporting unit[s] (net)</b>	<b>-</b>	<b>-</b>

**Other receivables:**

GST receivable from the Australian Taxation Office	-	-
Other trade receivables	203	358,315
<b>Total other receivables</b>	<b>203</b>	<b>358,315</b>
<b>Total trade and other receivables (net)</b>	<b>203</b>	<b>358,315</b>

**Note 5C: Other Current Assets**

Prepayments	27,814	18,614
<b>Total other current assets</b>	<b>27,814</b>	<b>18,614</b>

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.



2016	2015
\$	\$

## Note 6 Non-current Assets

### Note 6A: Land and buildings

Land and buildings:		
fair value	780,831	780,831
accumulated depreciation	(28,769)	(9,248)
<b>Total land and buildings</b>	<b>752,062</b>	<b>771,583</b>

### *Reconciliation of the Opening and Closing Balances of Land and Buildings*

<b>As at 1 July</b>		
Gross book value	780,831	
Accumulated depreciation and impairment	(9,248)	
<b>Net book value 1 July</b>	<b>771,583</b>	694,136
Additions:		
By purchase	-	308,706
From acquisition of entities (including restructuring)	-	-
Revaluations	-	-
Impairments	-	-
Depreciation expense	(19,521)	(9,335)
Disposals:	-	(221,924)
From disposal of entities (including restructuring)	-	-
<b>Net book value 30 June</b>	<b>752,062</b>	<b>771,583</b>
<b>Net book value as of 30 June represented by:</b>		
Gross book value	780,831	780,831
Accumulated depreciation and impairment	(28,769)	(9,248)
<b>Net book value 30 June</b>	<b>752,062</b>	<b>771,583</b>

2016	2015
\$	\$

**Note 6B: Plant and equipment**

Plant and equipment:		
at cost	112,005	67,233
accumulated depreciation	(24,508)	(11,003)
<b>Total plant and equipment</b>	<b>87,497</b>	<b>56,230</b>

***Reconciliation of the Opening and Closing Balances of Plant and Equipment***

<b>As at 1 July</b>		
Gross book value	67,233	-
Accumulated depreciation and impairment	(11,003)	-
<b>Net book value 1 July</b>	<b>56,230</b>	<b>23,837</b>
Additions:		
By purchase	44,772	44,262
From acquisition of entities (including restructuring)	-	-
Impairments	-	-
Depreciation expense	(13,505)	(11,869)
Disposals:		
Other	-	-
<b>Net book value 30 June</b>	<b>87,497</b>	<b>56,230</b>
<b>Net book value as of 30 June represented by:</b>		
Gross book value	112,005	67,233
Accumulated depreciation and impairment	(24,508)	(11,003)
<b>Net book value 30 June</b>	<b>87,497</b>	<b>56,230</b>

2016	2015
\$	\$

**Note 6C: Other Investments**

Fixed interest investments	1,218,041	1,210,044
<b>Total other investments</b>	<b>1,218,041</b>	<b>1,210,044</b>

**Note 7 Current Liabilities**

**Note 7A: Trade payables**

Trade creditors and accruals	28,178	64,374
Operating lease rentals	-	-
<b>Subtotal trade creditors</b>	<b>28,178</b>	<b>64,374</b>
<b>Payables to other reporting unit[s]*</b>		
Not applicable	-	-
<b>Subtotal payables to other reporting unit[s]</b>	<b>-</b>	<b>-</b>
<b>Total trade payables</b>	<b>28,178</b>	<b>64,374</b>

Settlement is usually made within 30 days.

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.

	2016 \$	2015 \$
<b>Note 7B: Other payables</b>		
Wages and salaries	-	-
Superannuation	-	-
Consideration to employers for payroll deductions*	-	-
Legal costs*		
Litigation	-	-
Other legal matters	-	-
Prepayments received/unearned revenue	3,529	-
GST payable	22,480	-
Other	38,761	8,166
<b>Total other payables</b>	<b>64,770</b>	<b>8,166</b>
Total other payables are expected to be settled in:		
No more than 12 months	64,770	8,166
More than 12 months	-	-
<b>Total other payables</b>	<b>64,770</b>	<b>8,166</b>
<b>Note 8 Provisions</b>		
<b>Note 8A: Employee Provisions*</b>		
<b>Office Holders:</b>		
Annual leave	31,042	31,656
Long service leave	37,372	31,164
Separations and redundancies	-	-
Other	-	-
<b>Subtotal employee provisions—office holders</b>	<b>68,414</b>	<b>62,820</b>
<b>Employees other than office holders:</b>		
Annual leave	55,809	49,039
Long service leave	24,837	18,864
Separations and redundancies	-	-
Other	-	-
<b>Subtotal employee provisions—employees other than office holders</b>	<b>80,646</b>	<b>67,903</b>
<b>Total employee provisions</b>	<b>149,060</b>	<b>130,723</b>
Current	149,060	130,723
Non Current	20,052	14,234
<b>Total employee provisions</b>	<b>169,112</b>	<b>144,957</b>

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.

2016	2015
\$	\$

**Note 9 Non-current Liabilities**

**Note 9A: Other non-current liabilities**

Building Loan	-	261,769
<b>Total other non-current liabilities</b>	<b>-</b>	<b>261,796</b>

**Note 10 Equity**

**Note 10A: Funds**

Not applicable

<b>Balance as at start of year</b>	-	-
Transferred to reserve	-	-
Transferred out of reserve	-	-
<b>Balance as at end of year</b>	<b>-</b>	<b>-</b>

Not applicable

<b>Balance as at start of year</b>	-	-
Transferred to reserve	-	-
Transferred out of reserve	-	-
<b>Balance as at end of year</b>	<b>-</b>	<b>-</b>
<b>Total Reserves</b>	<b>-</b>	<b>-</b>

**Note 10B: Other Specific disclosures - Funds\***

**Compulsory levy/voluntary contribution fund – if invested in assets**

Not applicable	-	-
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**Other fund(s) required by rules**

Not applicable

<b>Balance as at start of year</b>	-	-
Transferred to reserve	-	-
Transferred out of reserve	-	-
<b>Balance as at end of year</b>	<b>-</b>	<b>-</b>

\*As required by Reporting Guidelines. Items to be disclosed even if nil.

	2016	2015
	\$	\$
<b>Note 11 Cash Flow</b>		
<b>Note 11A: Cash Flow Reconciliation</b>		
<b>Reconciliation of profit/(deficit) to net cash from operating activities:</b>		
Profit/(deficit) for the year	172,111	357,800
<b>Adjustments for non-cash items</b>		
Depreciation/amortisation	33,026	21,117
Net write-down of non-financial assets	-	-
Fair value movements in investment property	(7,996)	(35,659)
Gain on disposal of assets	-	(125,774)
Proceeds on sale of asset	-	347,785
<b>Changes in assets/liabilities</b>		
(Increase)/decrease in net receivables	376,726	-
(Increase)/decrease in prepayments	(27,814)	(356,330)
Increase/(decrease) in supplier payables	(27,067)	-
Increase/(decrease) in other payables	47,473	65,616
Increase/(decrease) in employee provisions	24,155	-
Increase/(decrease) in other provisions	-	18,361
<b>Net cash from (used by) operating activities</b>	<b>590,614</b>	<b>292,917</b>

**Note 11B: Cash flow information\***

Cash inflows		
Not applicable	-	-
<b>Total cash inflows</b>	<b>-</b>	<b>-</b>
Cash outflows		
Payments to AN&MF – F.O	104,107	(132,266)
<b>Total cash outflows</b>	<b>104,107</b>	<b>(132,266)</b>

\*As required by the Reporting Guidelines. Item to remain even if 'nil'.

2016	2015
\$	\$

## Note 12 Contingent Liabilities, Assets and Commitments

### Note 12A: Commitments and Contingencies

There are no contingent assets or liabilities at balance date.

### Note 13 Related Party Disclosures

#### Note 13A: Related Party Transactions for the Reporting Period

*Transactions with related parties – Australian Nursing & Midwifery Federation – Federal office*

The following table provides the total amount of transactions that have been entered into with related parties for the relevant year.

**Revenue received from Australian Nursing & Midwifery Federation – Federal office includes the following:**

Not applicable	-	-
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**Expenses paid to Australian Nursing & Midwifery Federation – Federal office includes the following:**

Membership fees	50,735	45,587
Journal Costs	41,355	41,378
Payroll Tax	48,782	44,541
Campaigns	8,950	590
Conference Cost/other costs	1,017	1,710

**Amounts owed by Australian Nursing & Midwifery Federation – Federal office includes the following:**

Not applicable	-	-
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**Amounts owed to Australian Nursing & Midwifery Federation - Federal Office include the following:**

Capitation fees	-	3,799
Payroll tax	5,463	4,367

**Loans from/to Australian Nursing & Midwifery Federation – Federal office includes the following:**

Not applicable	-	-
----------------	---	---

**Assets transferred from/to Australian Nursing & Midwifery Federation – Federal office includes the following:**

Not applicable	-	-
----------------	---	---

#### Terms and conditions of transactions with related parties

The sales to and purchases from related parties 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 related party receivables or payables. For the year ended 30 June 2016, the Australian Nursing and Midwifery Federation ACT Branch has not recorded any impairment of receivables relating to amounts owed by related parties and declared person or body (2015: \$Nil). This assessment is undertaken each financial year through examining the financial position of the related party and the market in which the related party operates.

	2016	2015
	\$	\$

**Note 13B: Key Management Personnel Remuneration for the Reporting Period**

**Short-term employee benefits**

Salary (including annual leave taken)	173,641	163,317
Annual leave accrued	31,042	2,336
<b>Total short-term employee benefits</b>	<b>204,683</b>	<b>165,653</b>

**Post-employment benefits:**

Superannuation	23,073	21,639
<b>Total post-employment benefits</b>	<b>23,073</b>	<b>21,639</b>

**Other long-term benefits:**

Long-service leave	37,372	8,962
<b>Total other long-term benefits</b>	<b>37,372</b>	<b>8,962</b>

**Termination benefits**

	-	-
<b>Total</b>	<b>265,128</b>	<b>196,254</b>

**Note 13C: Transactions with key management personnel and their close family members**

Loans to/from key management personnel	-	-
Other transactions with key management personnel	-	-

**Note 14 Remuneration of Auditors**

**Value of the services provided**

Financial statement audit services	4,750	3,600
Other services	-	330
<b>Total remuneration of auditors</b>	<b>4,750</b>	<b>3,930</b>

No other services were provided by the auditors of the financial statements.



2016		2015
\$		\$

## Note 15 Financial Instruments

The Branch's financial instruments consist mainly of deposits with banks, short and long-term investments, accounts receivable and accounts payable.

The main risks arising from the Branch's financial instruments are liquidity risk, credit risk and market price risk. The Branch does not use derivative instruments to manage risks associated with its financial instruments.

The Branch Council have overall responsibility for risk management, including risks associated with financial instruments.

This note presents information about the Branch's exposure to liquidity, credit and market price risk, and its objectives and processes for measuring and managing risk.

### Note 15A: Categories of Financial Instruments

#### *Financial Assets*

Fair value through profit or loss:

Not applicable

	-	-
--	---	---

**Total**

	-	-
--	---	---

Held-to-maturity investments:

Managed investments

	1,218,040	1,210,044
--	-----------	-----------

**Total**

	1,218,040	1,210,044
--	-----------	-----------

Available-for-sale assets:

Not applicable

	-	-
--	---	---

**Total**

	-	-
--	---	---

Receivables:

Trade receivables

	203	376,929
--	-----	---------

**Total**

	203	376,929
--	-----	---------

***Carrying amount of financial assets***

	1,218,243	1,586,973
--	-----------	-----------

#### *Financial Liabilities*

Fair value through profit or loss:

	-	-
--	---	---

**Total**

	-	-
--	---	---

Other financial liabilities:

Trade and other payables

	92,948	72,540
--	--------	--------

Building loan

	-	261,796
--	---	---------

**Total**

	92,948	334,336
--	--------	---------

***Carrying amount of financial liabilities***

	92,948	334,336
--	--------	---------

	2016	2015
	\$	\$
<b>Note 15B: Net Income and Expense from Financial Assets</b>		
<b>Held-to-maturity</b>		
Interest revenue	13,213	16,716
Exchange gains/(loss)	-	-
Impairment	-	-
Gain/loss on disposal	-	-
<b>Net gain/(loss) held-to-maturity</b>	<b>13,213</b>	<b>16,716</b>
<b>Loans and receivables</b>		
Interest revenue	-	-
Exchange gains/(loss)	-	-
Impairment	-	-
Gain/loss on disposal	-	-
<b>Net gain/(loss) from loans and receivables</b>	<b>-</b>	<b>-</b>
<b>Available for sale</b>		
Interest revenue	-	-
Dividend revenue	-	-
Exchange gains/(loss)	-	-
Gain/loss recognised in equity	-	-
Amounts reversed from equity:		
Impairment	-	-
Fair value changes reversed on disposal	-	-
Gain/loss on disposal	-	-
<b>Net gain/(loss) from available for sale</b>	<b>-</b>	<b>-</b>
<b>Fair value through profit and loss</b>		
<b>Held for trading:</b>		
Change in fair value	-	-
Interest revenue	-	-
Dividend revenue	-	-
Exchange gains/(loss)	-	-
<b>Total held for trading</b>	<b>-</b>	<b>-</b>
<b>Designated as fair value through profit and loss:</b>		
Change in fair value	7,997	35,659
Interest revenue	-	-
Dividend revenue	-	-
Exchange gains/(loss)	-	-
<b>Total designated as fair value through profit and loss</b>	<b>7,997</b>	<b>35,659</b>
<b>Net gain/(loss) at fair value through profit and loss</b>	<b>21,210</b>	<b>52,375</b>
<b>Net gain/(loss) from financial assets</b>	<b>21,210</b>	<b>52,375</b>

	2016	2015
	\$	\$
<b>Note 15C: Net Income and Expense from Financial Liabilities</b>		
<b>At amortised cost</b>		
Interest expense	-	-
Exchange gains/(loss)	-	-
Gain/loss on disposal	-	-
<b>Net gain/(loss) financial liabilities - at amortised cost</b>	-	-
<b>Fair value through profit and loss</b>		
<b>Held for trading:</b>		
Change in fair value	-	-
Interest expense	-	-
Exchange gains/(loss)	-	-
<b>Total held for trading</b>	-	-
<b>Designated as fair value through profit and loss:</b>		
Change in fair value	-	-
Interest expense	-	-
<b>Total designated as fair value through profit and loss</b>	-	-
<b>Net gain/(loss) at fair value through profit and loss</b>	-	-
<b>Net gain/(loss) from financial liabilities</b>	-	-

2016                      2015  
\$                              \$

**Note 15D: Credit Risk**

Credit risk is the risk of financial loss to the Branch if a customer or counter party to a financial instrument fails to meet their contractual obligations.

The following table illustrates the entity's gross exposure to credit risk, excluding any collateral or credit enhancements.

<b>Financial assets</b>		
Cash and cash equivalents	814,203	528,739
Trade debtors	203	2,058
Managed Investments	1,218,040	1,210,044
Other receivables	27,814	374,871
<b>Total</b>	<b>2,060,260</b>	<b>2,115,712</b>
<b>Financial liabilities</b>		
Trade payables	28,178	64,374
Other Payables	64,770	8,166
Other Non current liabilities	-	261,796
<b>Total</b>	<b>92,948</b>	<b>334,336</b>

In relation to the entity's gross credit risk the following collateral is held: Nil

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

	Not Past Due Nor Impaired 2016 \$	Past due or impaired 2016 \$	Not Past Due Nor Impaired 2015 \$	Past due or impaired 2015 \$
Cash and cash equivalents	814,203		528,739	
Trade debtors	203		2,058	
Managed Investments	1,218,040	-	1,210,044	-
Other receivables	27,814		374,871	
<b>Total</b>	<b>2,060,260</b>	<b>-</b>	<b>2,115,712</b>	<b>-</b>

**Ageing of financial assets that were past due but not impaired for 2016**

	0 to 30 days \$	31 to 60 days \$	61 to 90 days \$	90+ days \$	Total \$
Not applicable	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Note 15D: Credit Risk (continued)**

Ageing of financial assets that were past due but not impaired for 2015—Consolidated

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$	\$	\$	\$	\$
Not applicable	-	-	-	-	-
<b>Total</b>	-	-	-	-	-

The following list of assets have been individually assessed as impaired – None impaired.

**Note 15E: Liquidity Risk**

Liquidity risk is the risk that the Branch will not be able to fund its obligations as they fall due.

**Contractual maturities for financial liabilities 2016 -**

	On Demand	< 1 year \$	1– 2 years \$	2– 5 years \$	>5 years \$	Total \$
Trade and Other Payables	-	37,308	-	-	-	37,308
Other payables	-	64,770	-	-	-	64,770
<b>Total</b>	-	<b>102,078</b>	-	-	-	<b>102,078</b>

**Maturities for financial liabilities 2015**

	On Demand	< 1 year \$	1– 2 years \$	2– 5 years \$	>5 years \$	Total \$
Trade and Other Payables	-	64,374	-	-	-	64,374
Building Loan	-	261,791	-	-	-	261,791
<b>Total</b>	-	<b>326,165</b>	-	-	-	<b>326,165</b>

## Note 15F: Market Risk

Market risks generally include interest rate risk, price risk, and currency risk. The Branch is exposed mainly to interest rate risk in relation to the returns received from its Cash and Cash Equivalents and Managed Investments. All are domestic investments so there are no currency risks in relation to those investments held by the Branch.

### *Interest rate risk*

The method and assumption used for sensitivity analysis for 2016 and 2015, are the same and illustrate the effect that a 2% change in interest rates will have on the Branch's profit and loss and Equity for both years. The change is equivalent to the approximate CPI variation during both years.

### Sensitivity analysis of the risk that the entity is exposed to for 2016

	Risk variable	Change in risk variable %	Effect on	
			Profit and loss	Equity
			\$	\$
Cash and Cash Equivalents Interest rate risk	2%	[+ Rate]	13,429	13,429
Managed Investments Interest rate risk	2%	[- Rate]	24,280	24,280

### Sensitivity analysis of the risk that the entity is exposed to for 2015

	Risk variable	Change in risk variable %	Effect on	
			Profit and loss	Equity
			\$	\$
Cash and Cash Equivalents Interest rate risk	2%	[+ Rate]	11,691	11,691
Managed Investments Interest rate risk	2%	[- Rate]	23,844	23,844

## Note 15G: Asset Pledged/or Held as Collateral

### Assets pledged as collateral

#### Financial assets pledged as collateral:

Not applicable	-	-	-	-
<b>Total assets pledged as collateral</b>	-	-	-	-

Not applicable

#### Assets held as collateral

#### Fair value of assets held as collateral:

Financial assets	-	-	-	-
Non-financial assets	-	-	-	-
<b>Total assets held as collateral</b>	-	-	-	-

## Note 16 Fair Value Measurement

### Note 16A: Financial Assets and Liabilities

Management of the reporting unit assessed that cash, trade receivables, trade payables, and other current liabilities approximate their carrying amounts largely due to the short term maturities of these instruments.

The fair value of financial assets and liabilities is included at the amount which the instrument could be exchanged in a current transaction between willing parties. The following methods and assumptions were used to estimate the fair values:

- Fair values of the reporting unit's interest-bearing borrowings and loans are determined by using a discounted cash flow method. The discount rate used reflects the issuer's borrowing rate as at the end of the reporting period. The own performance risk as at 30 June 2016 was assessed to be insignificant.
- Fair value of available-for-sale financial assets is derived from quoted market prices in active markets.
- Long-term fixed-rate and variable-rate receivables/borrowings are evaluated by the Group based on parameters such as interest rates and individual credit worthiness of the customer. Based on this evaluation, allowances are taken into account for the expected losses of these receivables. As at 30 June 2016 the carrying amounts of such receivables, net of allowances, were not materially different from their calculated fair values.

The following table contains the carrying amounts and related fair values for the Australian Nursing and Midwifery Federation ACT Branch's financial assets and liabilities:

	Carrying amount 2016 \$	Fair value 2016 \$	Carrying amount 2015 \$	Fair value 2015 \$
<b>Financial Assets</b>				
Cash & cash equivalents	812,785	812,785	528,739	528,739
Investments	1,218,040	1,218,040	1,210,044	1,210,044
Receivables	203	203	376,929	376,929
<b>Total</b>	<b>2,031,028</b>	<b>2,031,028</b>	<b>2,115,712</b>	<b>2,115,712</b>
<b>Financial Liabilities</b>				
Trade payables	28,178	28,178	64,374	64,374
Other liabilities	64,770	64,770	8,166	8,166
<b>Total</b>	<b>92,948</b>	<b>92,948</b>	<b>72,540</b>	<b>72,540</b>

### Note 17 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 subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or General Manager:

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

- (2) The application must be 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).



**From:** Helen Agnew [<mailto:helen@anmfact.org.au>]  
**Sent:** Tuesday, 10 January 2017 2:51 PM  
**To:** Orgs; KELLETT, Stephen; Helen Agnew  
**Subject:** Fwd: 2015-2016 ANMF ACT Branch Audit Report to FWC



Final Audit Report to  
FWC2015-2016.pdf

----- Forwarded message -----

From: **Helen Agnew** <[helen@anmfact.org.au](mailto:helen@anmfact.org.au)>  
Date: Wed, Dec 21, 2016 at 10:00 AM  
Subject: 2015-2016 ANMF ACT Branch Audit Report to FWC  
To: [orgs@fwc.org.au](mailto:orgs@fwc.org.au)  
Cc: Helen Agnew <[helen@anmfact.org.au](mailto:helen@anmfact.org.au)>

*Good morning*

*Please find attached 2015-2016 Audit Report for ANMF ACT Branch.*

*Kind regards*

*Helen Agnew*

*Office Manager*

*Australian Nursing & Midwifery Federation*

*ACT Branch*

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7 December 2016

Ms Jennifer Miragaya  
Branch Secretary  
Australian Nursing and Midwifery Federation-Australian Capital Territory Branch

Sent via email: [jenny@anmfact.org.au](mailto:jenny@anmfact.org.au)

Dear Ms Miragaya,

### **Lodgement of Financial Report - Reminder to lodge**

The Fair Work Commission's (the Commission) records disclose that the financial year of the Australian Nursing and Midwifery Federation-Australian Capital Territory Branch (the reporting unit) ended on the 30 June 2016.

As you would be aware, the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires that a reporting unit prepare a financial report in accordance with the RO Act, make it available to the members and then must lodge the financial report within 14 days after the general meeting of members, or if the rules of the reporting unit allow, the Committee of Management meeting (s.268).

The maximum period of time allowed under the RO Act for the full financial report to be presented to a general meeting of members or a committee of management meeting is six months after the expiry date of its financial year (s.253, s254, s265, s.266, s.268). The full report must be lodged with the Commission within 14 days of that meeting.

The Commission encourages your reporting unit to lodge its financial report at the earliest opportunity in order to ensure compliance with its obligations. Failure of a reporting unit to lodge its financial report is a breach of a civil penalty provision of the RO Act. This can result in the General Manager instituting an inquiry or investigation into a reporting unit's non-compliance under Chapter 11, Part 4 of the RO Act. The actions available to the General Manager following an investigation include issuing Federal Court legal proceedings for breach of a civil penalty provision. The orders available to the Federal Court include imposition of a pecuniary penalty on the organisation or individual officer, whose conduct led to the contravention, of up to \$54,000 per contravention on the organisation and up to \$10,800 per contravention on an officer whose conduct led to the contravention.

Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention) being imposed upon your organisation and/or an officer whose conduct led to the contravention.

We encourage you to lodge the full financial report directly to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au). That is the official email address for electronic lodgements of material related to registered organisations matters.

11 Exhibition Street  
Melbourne VIC 3000  
GPO Box 1994  
Melbourne VIC 3001

Telephone : (03) 8661 7777  
Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

Should you seek any clarification in relation to the above, please contact me on (03) 8656 4699 or via email at [Sam.Gallichio@fwc.gov.au](mailto:Sam.Gallichio@fwc.gov.au).

Yours sincerely,



Sam Gallichio  
Adviser  
Regulatory Compliance Branch



15 July 2016

Ms Jennifer Miragaya  
Branch Secretary  
Australian Nursing and Midwifery Federation-Australian Capital Territory Branch  
By email: [jenny@anmfact.org.au](mailto:jenny@anmfact.org.au)

Dear Ms Miragaya,

**Re: Lodgement of Financial Report - [FR2016/81]  
*Fair Work (Registered Organisations) Act 2009 (the RO Act)***

The financial year of the Australian Nursing and Midwifery Federation-Australian Capital Territory Branch (the reporting unit) ended on 30 June 2016.

This is a courtesy letter to remind you of the obligation to prepare and lodge the financial report for the reporting unit by the due date under s.268 of the RO Act, that being within 14 days after the meeting referred to in s.266 of the RO Act.

### **Timelines**

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. For your assistance, the attached *Timeline/Planner* summarises these requirements.

### **Fact sheets, guidance notes and model statements**

Fact sheets and guidance notes in relation to financial reporting under the RO Act are provided on the Fair Work Commission website. This includes a model set of financial statements which have been developed by the FWC. It is not obligatory to use this model but it is a useful resource to ensure compliance with the RO Act, the Reporting Guidelines and the Australian Accounting Standards. The model statement, Reporting Guidelines and other resources can be accessed through our website under [Financial Reporting](#) in the Compliance and Governance section.

### **Loans, grants and donations: our focus this year**

Also you are reminded of the obligation to prepare and lodge a statement showing the relevant particulars in relation to each loan, grant or donation of an amount exceeding \$1,000 for the reporting unit during its financial year. Section 237 requires this statement to be lodged with the FWC within 90 days of the end of the reporting unit's financial year, that is on or before 28 September 2016. A sample statement of loans, grants or donations is available at [sample documents](#).

Over the past year we have noted issues in organisations' financial reports relating to timelines and how loans, grants and donations are reported. We will be focusing closely on these areas this year. Please find attached below fact sheets relating to these requirements or alternatively visit our website for information regarding [financial reporting timelines](#) and [loans, grants and donations](#).

It is requested that the financial report and any Statement of Loans, Grant or Donations be lodged electronically by emailing [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).

11 Exhibition Street  
Melbourne VIC 3000  
GPO Box 1994  
Melbourne VIC 3001

Telephone : (03) 8661 7777  
Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

## Civil penalties may apply

**It should be noted that s.268 is a civil penalty provision.** Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention) being imposed upon your organisation and/or an officer whose conduct led to the contravention.

## Contact

Should you wish to seek any clarification in relation to the above, email [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).

Yours sincerely,

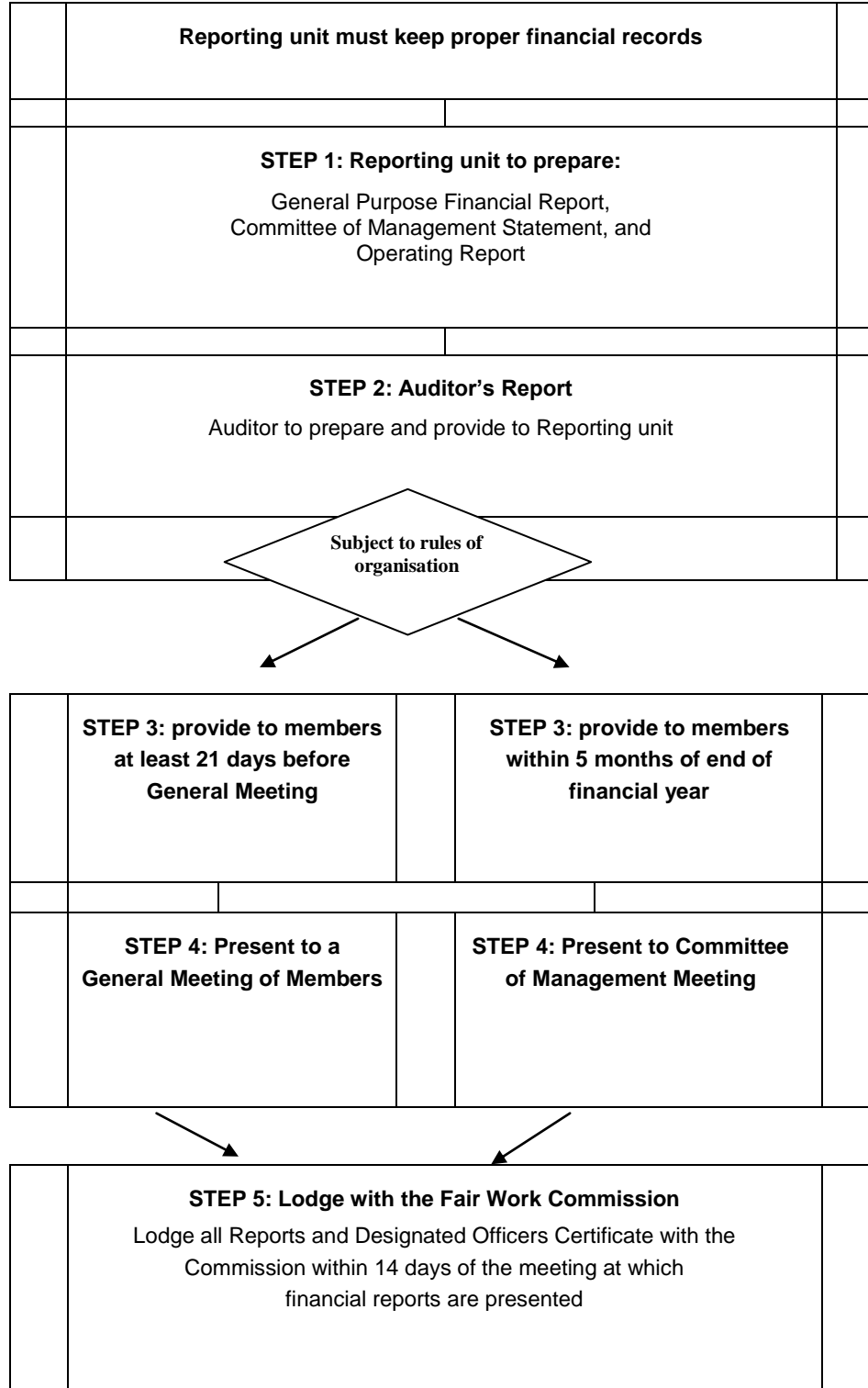


Anastasia Kyriakidis  
Adviser  
Regulatory Compliance Branch

# Financial reporting timelines

Financial reports are to be lodged with the Fair Work Commission (the Commission) within 14 days of the meeting at which the financial reports have been presented, by completing the steps as outlined below.

See Fact sheet—Financial reporting for an explanation of each of these steps.



# Fact Sheet - Loans, Grants & Donations

## The Loans, Grants & Donations Requirements

The *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires an organisation or branch to lodge a loans, grants and donations statement (the statement) within **90 days** of the ending of the financial year.

Under the General Manager's Reporting Guidelines, a reporting unit's General Purpose Financial Report (the financial report) must break down the amounts of grants and donations (see below). The figures in the financial report will be compared to the loans, grants and donations statement.

## The Loans, Grants & Donations Statement

Section 237 of the RO Act applies to every loan, grant and donation made by an organisation or branch during the financial year that exceed \$1000. The following information must be supplied to the Commission for each relevant loan, grant or donation:

the amount,

the purpose,

the security (if it is a loan),

the name and address of the person to whom it was made,\* and







the arrangements for repaying the loan.\*

\*The last two items are not required if the loan, grant or donation was made to relieve a member of the organisation (or their dependent) from severe financial hardship.

The statement must be lodged within 90 days of the end of the financial year and the Commission has a [Template Loans, Grants and Donations Statement](#) on its website. The Commission encourages branches and organisations to lodge the statement even if all of the figures are NIL.

## Common misconceptions

Over the years, staff of the Commission have noted that there are some common misunderstandings made in relation to the Statement. They include:

Misconception	Requirement
 Only reporting units must lodge the Statement.	 All branches and organisations, regardless of whether they lodge a financial report, must lodge the statement within 90 days of the end of the financial year. An organisation cannot lodge a single statement to cover all of its branches.
 Employees can sign the Statement.	 The statement must be signed by an elected officer of the relevant branch.
 Statements can be lodged with the financial report.	 The deadline for the statement is much shorter (90 days) and if it is lodged with the financial report it is likely to be late.

## Grants & Donations within the Financial Report

Item 16(e) of the [General Manager's Reporting Guidelines](#) requires the reporting unit to separate the line items relating to grants and donations into grants or donations that were \$1000 or less and those that exceeded \$1000.

As such, the note in the financial report relating to grants and donations will have four lines.

In the [Commission's Model Statements](#) the note appears as follows:

### Note 4E: Grants or donations\*

Grants:	2016	2015
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Donations:		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
<b>Total grants or donations</b>	<b>-</b>	<b>-</b>

Item 17 of the General Manager's Reporting Guidelines requires that these line items appear in the financial report even if the figures are NIL.

### Implications for filing the Financial Report

During their review of the 2016 financial report staff of the Commission will confirm that the figures in the financial report match the disclosures made in the statement. Any inconsistencies in these figures will be raised with the organisation or branch for explanation and action.

This may involve lodging an amended loans, grants or donations statement. Any failure to lodge a loans, grants or donations statement or lodging a statement that is false or misleading can attract civil penalties under the RO Act.

If a reporting unit did not fully comply with these requirements in their 2015 financial report, its filing letter will have included a statement reminding the reporting unit of its obligations.

It is strongly recommended that all reporting units review their filing letters from the previous financial year to ensure any targeted concerns are addressed in their latest financial report. Failure to address these individual concerns may mean that a financial report cannot be filed.

Previous financial reports and filing letters are available from the [Commission's website](#).

### Further information

If you have any further questions relating to the loan, grant and donation disclosure requirements in the statement or the financial report, please contact the Regulatory Compliance Branch on [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)