



7 January 2020

Mark Olson
Branch Secretary
Australian Nursing and Midwifery Federation - Western Australian Branch

Sent via email: mark.olson@anfiuwp.org.au
CC: rgregson@ww-wa.com.au

Dear Mark Olson,

**Australian Nursing and Midwifery Federation - Western Australian Branch
Financial Report for the year ended 30 June 2019 – (FR2019/196)**

I acknowledge receipt of the financial report for the year ended 30 June 2019 for the Australian Nursing and Midwifery Federation - Western Australian Branch. The documents were lodged with the Registered Organisations Commission (**the ROC**) on 26 November 2019.

The financial report has now been filed.

The financial report was filed based on a primary review. This involved confirming that 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 (**RGs**) 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 2020 may be subject to an advanced compliance review.

You are not required to take any further action in respect of the report lodged. I make the following comments to assist you when you next prepare a financial report. The ROC will confirm these concerns have been addressed prior to filing next year's report.

General purpose financial report

References to legislation and the ROC

Following the enactment of the *Fair Work (Registered Organisations) Amendment Act 2016*, the ROC is the new regulator for registered organisations, with effect from 1 May 2017. All references to the Fair Work Commission and General Manager must be changed to the Registered Organisations Commission and Commissioner except in relation to declaration 5(f) in the committee of management statement.

I note that items 5(e) of the committee of management statement and Note 20 refer to the General Manager instead of the Commissioner.

Nil activities disclosure

Item 21 of the RGs states that if any of the activities identified within items 10-20 of the RGs have not occurred in the reporting period, a statement to this effect must be included either in the financial statements, the notes or in the officer's declaration statement. I note that the officer's declaration statement includes the following nil activity disclosures for which there was already an equivalent form of disclosure in the financial statements and/ or the body of the notes:

- "Agree to receive financial support from another reporting unit to continue as a going concern" and "agree to provide financial support to another reporting unit to ensure they continue as a going concern" are disclosed in both Note 18 and the officer's declaration statement;
- "Acquire an asset or liability due to an amalgamation under Part 2 of Chapter 3 of the RO Act, a restructure of the branches of an organisation, a determination or revocation by the General Manager, Fair Work Commission" is disclosed in both Note 17 and the officer's declaration statement;
- "Receive donations or grants" is disclosed in both the statement of comprehensive income and Note 2;
- "Pay affiliation fees to another entity" is disclosed in both the statement of comprehensive income and Note 3;
- "Pay a grant that was \$1,000 or less", "pay a grant that exceeded \$1,000", "pay a donation that was \$1,000 or less" and "pay a donation that exceeded \$1,000" are disclosed in both the statement of comprehensive income and Note 3;
- "Pay employee expenses" is disclosed in both the statement of comprehensive income and Note 3;
- "Pay to a person fees or allowances to attend conferences or meetings as a representative of the reporting unit" is disclosed in both Note 3 and the officer's declaration statement;
- "Pay legal costs relating to litigation and other legal matters" is disclosed in both the statement of comprehensive income and Note 3;
- "Have a payable in respect of legal costs relating to litigation and other legal matters" is disclosed in both Note 8 and the officer's declaration statement;
- "Have a liability for employee provision" is disclosed in both the statement of financial position and Note 9; and
- "Provide cash flows to another reporting unit and/or controlled entity" and "receive cash flows from another reporting units and/or controlled entity" are disclosed in both the statement of cash flows and Note 11.

Please note that nil activities only need to be disclosed once.

Recovery of wages disclosure

Please note that under the 5th edition of the RG made under section 255 of the RO Act issued 4 May 2018 a recovery of wages activity statement is no longer required. Furthermore, the RGs no longer require a statement in regard to recovery of wages activity in the committee of management statement.

In place of the former requirements, item 13(e) of the 5th edition RGs requires the disclosure of any revenue derived from undertaking recovery of wages activity in either the statement of comprehensive income or the notes to the financial statements. If a recovery of wages activity has not occurred in the reporting period, a statement to this effect must be included in the financial statements, the notes or in an officer's declaration statement.

Inconsistency in disclosure of financial information

The statement of changes in equity discloses a balance of retained earnings of \$504,968 for the 2019 financial year (2018: \$575,090). The officer's declaration statement includes a nil disclosure in relation to a balance in the general fund. It would appear that retained earnings is the reporting unit's general fund.

In future years, please ensure that items within the financial report are disclosed consistently.

Reporting Requirements

The ROC website provides a number of factsheets in relation to the financial reporting process and associated timelines. The website also contains the s.253 RGs and a model set of financial statements.

The ROC recommends that reporting units use these model financial statements to assist in complying with the RO Act, the s.253 RGs and Australian Accounting Standards. Access to this information is available via [this link](#).

If you have any queries regarding this letter, please contact me on (03) 9603 0764 or via email at kylie.ngo@roc.gov.au.

Yours sincerely,



Kylie Ngo
Registered Organisations Commission

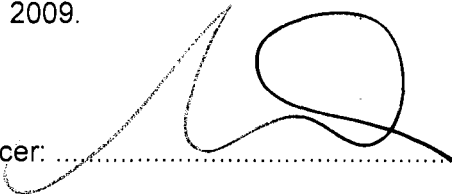
Australian Nursing and Midwifery Federation (Western Australian Branch)

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

Certificate for the year ended 30 June 2019

I Mark Olson being the Branch Secretary of the Australian Nursing and Midwifery Federation (Western Australian Branch) certify:

- that the documents lodged herewith are copies of the full report for the Australian Nursing and Midwifery Federation (Western Australian Branch) for the period ended 30 June 2019 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 26 September 2019; and
- that the full report was presented to a meeting of the committee of management of the reporting unit on 22 November 2019 in accordance with s.266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature of prescribed designated officer: 

Name of prescribed designated officer: Mark Olson

Title of prescribed designated officer: Secretary

Dated: 26/11/19

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)

FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

INDEX

	Page
Independent Audit Report to the Members	1
Operating Report	5
Committee of Management Statement	7
Report required under subsection 255(2A)	9
Statement of Comprehensive Income	10
Statement of Financial Position	11
Statement of Changes in Equity	12
Cash Flow Statement	13
Recovery of Wages Activity	14
Notes to the Financial Statements	15
Officer Declaration Statement	29

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)**

FOR THE YEAR ENDED 30 JUNE 2019

REPORT ON THE AUDIT OF THE FINANCIAL REPORT

Opinion

We have audited the financial report of Australian Nursing and Midwifery Federation (Western Australian Branch) ("the Reporting Unit"), which comprises the statement of financial position as at 30 June 2019, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements, including a summary of significant accounting policies; the Committee of Management Statement, the subsection 255(2A) report and the Officer Declaration Statement.

In our opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of Australian Nursing and Midwifery Federation (Western Australian Branch) as at 30 June 2019, and its financial performance and its cash flows for the year ended on that date in accordance with:

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

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

Basis of Opinion

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

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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)**

FOR THE YEAR ENDED 30 JUNE 2019

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

The Committee of Management are responsible for the other information. The other information obtained at the date of this auditor's report is in the Operating Report accompanying the financial report. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Committee of Management for the Financial Report

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

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

Auditor's Responsibilities for the Audit of the Financial Report

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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)**

FOR THE YEAR ENDED 30 JUNE 2019

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

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

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)**

FOR THE YEAR ENDED 30 JUNE 2019

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

We declare that Richard Gregson is an auditor registered under the RO Act.

Walker Wayland WA Audit Pty Ltd

WALKER WAYLAND WA AUDIT PTY LTD

Richard S Gregson

Richard Gregson CA

Director

Level 3, 1 Preston Street, COMO WA 6152

Dated this 23rd day of September 2019.

Registration number (as registered by the RO Commissioner under the RO Act): AA2017/189

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
WESTERN AUSTRALIAN BRANCH
OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2019

Operating Report

The Branch Council, being the Committee of Management presents its report on the reporting unit for the financial year ended 30 June 2019.

Review of principal activities

The principal activities of the Branch during the financial year were the industrial and professional representation of nurses and nursing.

The results of those activities were the delivery of services consistent with the objects of the organisation and a loss of \$70,122.

A review of the operations of the Branch during the financial year and the result of these operations are as follows:

Total income increased by 2.44%. At a Council meeting of Australian Federation and Midwifery Federation WA Branch held on 18 July 2014, the Council resolved that the Australian Nursing Federation Industrial Union of Workers (the Union) would charge the Branch a management fee as a contribution to the Union's cost for running the Branch's operations, and an administration fee to recover the amount paid on behalf of the Branch for the past years. This financial year expenses increased by 10.04%. This resulted in a loss of \$70,122 compared to a loss of \$984 in the prior year.

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

Review of financial affairs

There were no significant changes to the Branch's financial affairs during the year.

Right of members to resign

Members retain the right to resign from the Australian Nursing and Midwifery Federation (WA Branch) in accordance with section 10 of the Federal Rules and Section 174 of the Fair Work (Registered Organisations) Act 2009 ("the RO Act"). In accordance with Section 174(1) of the RO Act a member of an organisation may resign from membership by written notice addressed and delivered to a person designated for the purpose in the rules of the organisation or a branch of the organisation.

Superannuation fund trustees

No officeholder of the Branch Council acts as a trustee of a superannuation fund as a result of their position on the Branch Council.

Number of members

The number of members of the Branch at the end of the financial year amounted to 32,311. The register of members of the Branch was maintained in accordance with the Fair Work (Registered Organisations) Act 2009.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
WESTERN AUSTRALIAN BRANCH
OPERATING REPORT
FOR THE YEAR ENDED 30 JUNE 2019

Number of employees

The Branch has no employees. All work performed on behalf of the Branch is undertaken by persons who are either employees of the Australian Nursing Federation Industrial Union of Workers Perth (ANF IUWP) or elected officers of the Branch.

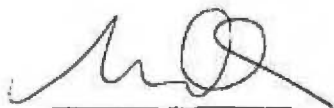
Committee of management

The names of each person who were members of the Branch Council, being the Committee of Management at any time, during the financial year are:

Name	Position	
Mark Olson	Branch Secretary	
Patricia Fowler	Branch President	
Dianne Pember	Branch Vice President	(passed away 6/10/2018)
Ray Sinclair	Branch Councilor	
Natalie Sheehy (nee Tai)	Branch Councilor	(1/07/2018 – 29/11/2018)
Michael Clancy	Branch Executive Councilor	
Samuel Cook Barron	Branch Councilor	
Treena Evans	Branch Executive Councilor	
Loreta Murphy	Branch Councilor / Branch Executive Councilor (Exec from 30/11/2018)	
Elizabeth Waters	Branch Councilor	
Dean Casey	Branch Councilor	
Elaine Daniels	Branch Councilor	
Lisa Natoli	Branch Councilor	
Lynette Tutt	Branch Councilor	
Janet Reah (nee Allen)	Branch Councilor	
Kerry Lee (nee Leipold)	Branch Executive Councilor / Councilor (Council from 30/11/2018)	
Tanya Wooller	Branch Councilor	
Stephen Voke	Branch Councilor	
Megan McDermott	Executive Member	
Andrea Magill	Branch Councilor	
Glenda Watson	Branch Councilor	(From 30/11/2018)
Vincent Mazoue	Branch Councilor	(appointed to vacancy 23/11/2018)

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

Signed in accordance with a resolution of Branch Council:



M A Olson
Branch Secretary
Perth

Dated on 20th September 2019
23rd



Patricia Fowler
President
Perth

Dated on 20th September 2019

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
WESTERN AUSTRALIAN BRANCH
COMMITTEE OF MANAGEMENT STATEMENT
FOR THE YEAR ENDED 30 JUNE 2019

Branch Council's Statement

On the 20th September 2019, the Branch Council, being Committee of Management of the Australian Nursing and Midwifery Federation (Western Australian Branch) passed the following resolution in relation to the general purpose financial report (GPFR) of the Branch for the financial year ended 30 June 2019.

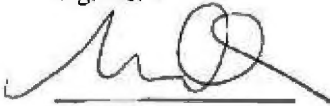
The Branch Council declares that in its opinion:

1. the financial statements and notes comply with the Australian Accounting Standards;
2. the financial statements and notes comply with any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009 (the RO Act);
3. the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the Branch for the financial year ended 30 June 2019;
4. there are reasonable grounds to believe that the Branch will be able to pay its debts as and when they become due and payable; and
5. during the financial year ended 30 June 2019 and since the end of the financial year:
 - a. meetings of the committee of management were held in accordance with the rules of the organisation including the rules of the Branch; and
 - b. the financial affairs of the Branch have been managed in accordance with the rules of the organisation including the rules of the Branch, except for the following:
 - i. the capitation fees have been paid by the ANFIUWP. However, the amount is charged back to the Branch through a loan account between the two entities;
 - c. the financial records of the Branch have been kept and maintained in accordance with the RO Act with the exception to the matters specified in point 5 (b) of this Statement; and
 - d. as the organisation consists of two or more reporting units, the financial record of the reporting unit has been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
 - e. where information has been sought in any request by a member of the Branch or General Manager duly made under section 272 of the RO Act, that information has been provided to the member or General Manager; and
 - f. where any order for inspection of financial records made by the Fair Work Commission under section 273 of the RO Act, there has been compliance; and
6. no revenue has been derived from undertaking recovery of wages activity during the reporting period.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
WESTERN AUSTRALIAN BRANCH
COMMITTEE OF MANAGEMENT STATEMENT
FOR THE YEAR ENDED 30 JUNE 2019

This declaration is made in accordance with a resolution of the Branch Council.

Signature:



M A Olson
Branch Secretary

Perth

Dated on ~~20th~~ September 20:9
23rd



Patricia Fowler
President

Perth

Dated on 20th September 2019

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
 WESTERN AUSTRALIAN BRANCH
 REPORT REQUIRED UNDER SUBSECTION 255(2A)
 FOR THE YEAR ENDED 30 JUNE 2019

The Committee of Management presents the expenditure report as required under subsection 255(2A) on the Reporting Unit for the year ended 30 June 2019.

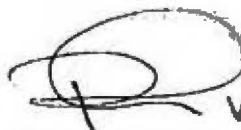
Categories of expenditures	2019 \$	2018 \$
Remuneration and other employment-related costs and expenses - employees	-	-
Advertising	-	-
Operating costs	1,000,091	908,845
Donations to political parties	-	-
Legal costs	-	-



M A Olson
 Branch Secretary

Perth
 Dated on 20th September 2019

23rd



Patricia Fowler
 President

Perth
 Dated on 20th September 2019

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2019

	Note	2019 \$	2018 \$
Revenue			
Membership subscriptions	(2)	251,398	267,159
Capitation fees – Union members	(2)	678,571	640,702
Levies	(2)	-	-
Total revenue		<u>929,969</u>	<u>907,861</u>
Other Income			
Grants and /or donations	(2)	-	-
Interest accrued	(2)	-	-
Revenue from recovery of wages activity	(2)	-	-
Total other income		<u>-</u>	<u>-</u>
Total income		<u>929,969</u>	<u>907,861</u>
Expenses			
Employee expenses	(3)	-	-
Capitation fees paid – Union members	(3)	678,571	640,702
Capitation fees paid – Branch members	(3)	14,896	13,041
Affiliation fees	(3)	-	-
Administration expenses	(3)	72,056	7,392
Management fees	(3)	226,258	240,443
Grants or donations	(3)	-	-
Legal costs	(3)	-	-
Auditor fees	(3)	8,250	7,200
Other expenses	(3)	60	67
Total expenses	(3)	<u>1,000,091</u>	<u>908,845</u>
Loss for the year		<u>(70,122)</u>	<u>(984)</u>
Other Comprehensive Income		<u>-</u>	<u>-</u>
Total comprehensive income for the year		<u>(70,122)</u>	<u>(984)</u>

The accompanying notes form part of these financial statements.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2019

	Note	2019 \$	2018 \$
ASSETS			
Current Assets			
Cash and cash equivalents	(4)	245,191	244,744
Trade and other receivables	(5)	<u>80,778</u>	<u>344,680</u>
Total current assets		<u>325,969</u>	<u>589,424</u>
Investments			
Investment units at fair value	(6)	<u>262,383</u>	<u>-</u>
Total assets		<u>588,352</u>	<u>589,424</u>
LIABILITIES			
Current Liabilities			
Trade payables	(7)	83,384	14,334
Other payables	(8)	-	-
Employee provisions	(9)	<u>-</u>	<u>-</u>
Total current liabilities		<u>83,384</u>	<u>14,334</u>
Non-Current Liabilities			
Employee provisions	(9)	<u>-</u>	<u>-</u>
Total non-current liabilities		<u>-</u>	<u>-</u>
Total liabilities		<u>83,384</u>	<u>14,334</u>
Net assets		<u>504,968</u>	<u>575,090</u>
EQUITY			
Retained earnings		<u>504,968</u>	<u>575,090</u>
Total equity		<u>504,968</u>	<u>575,090</u>

The accompanying notes form part of these financial statements.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2019

	Retained earnings \$	Total equity \$
Balance as at 1 July 2017	576,074	576,074
Loss for the year	(984)	(984)
Other comprehensive income for the year	-	-
Closing balance as at 30 June 2018	<u>575,090</u>	<u>575,090</u>
Balance as at 1 July 2018	575,090	575,090
Loss for the year	(70,122)	(64,562)
Other comprehensive income for the year	-	-
Closing balance as at 30 June 2019	<u>504,968</u>	<u>510,528</u>

The accompanying notes form part of these financial statements.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2019

	Note	2019 \$	2018 \$
OPERATING ACTIVITIES			
Cash received			
Receipts from third parties		-	-
Receipts from other reporting units		-	-
Interest		-	-
Cash used			
Payments to other reporting units		-	-
Other		(60)	(60)
Net cash used in operating activities	(10)	<u>(60)</u>	<u>(60)</u>
INVESTING ACTIVITIES			
Cash received			
Proceeds from sale of plant and equipment		-	-
Cash used			
Purchase of property plant & equipment		-	-
Net cash used in investing activities		-	-
FINANCING ACTIVITIES			
Cash received			
Contributed equity		-	-
Cash used			
Repayment of borrowings		507	-
Net cash used in financing activities		<u>-</u>	<u>-</u>
Net increase in cash held		<u>447</u>	<u>(60)</u>
Cash and cash equivalents at the beginning of the reporting period		244,744	244,804
Cash and cash equivalents at the end of the reporting period	(4)	<u>245,191</u>	<u>244,744</u>

All cash transactions were handled on behalf of the Branch by the Australian Nursing Federation Industrial Union of Workers Perth (the Union) for the year ended 30 June 2019.

The accompanying notes form part of these financial statements.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
RECOVERY OF WAGES ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2019

	2019	2018
Cash assets in respect of recovered money at beginning of year	-	-
Receipts		
Amounts recovered from employers in respect of wages etc.	-	-
Interest received on recovered money	-	-
Total receipts	<u>-</u>	<u>-</u>
Payments		
Deductions of amounts due in respect of Membership	-	-
Deductions of donations or other contributions to accounts or funds of:		
the reporting unit	-	-
other reporting unit of the organisation	-	-
other entity	-	-
Deductions of fees or reimbursement of expenses	-	-
Payments to workers in respect of recovered money	-	-
Total payments	<u>-</u>	<u>-</u>
Cash asset's in respect of recovered money at end of the year	<u>-</u>	<u>-</u>
Number of workers to which the monies recovered relates	-	-
Aggregate payables to workers attributable to recovered monies but not yet distributed		
Payable balance	-	-
Number of workers the payable relate to	-	-
Fund or account operated for recovery of wages	-	-

All cash transactions were handled on behalf of the Branch by the Australian Nursing Federation Industrial Union of Workers Perth for the year ended 30 June 2019.

The accompanying notes form part of these financial statements.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Statement of significant accounting policies

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 requirement of the Fair Work (Registered Organisation) Act 2009. For the purpose of preparing the general purpose financial statements, the Branch is a not-for-profit entity.

The financial statements have been prepared on an accruals basis and in accordance with the historical cost. 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.

(a) Comparative amounts

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

(b) Taxation

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

Revenues, expenses and assets are recognised net of the amount of GST except: where the amount of GST incurred is not recoverable from the Australian Taxation Office; and for receivables and payables.

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

(c) Impairment of 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 Branch were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

(d) Trade and other payable

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Branch during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Statement of significant accounting policies - continued

(e) Cash and cash equivalents

Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, deposits held at call with a 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 financial position.

(f) Revenue

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

Revenue from subscriptions is accounted for on an accruals basis and is recorded as revenue in the year to which it relates.

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 the end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

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

(g) Critical accounting estimates and judgments

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

Key Estimates – Impairment

The Branch assesses impairment at the end of each reporting period by an evaluation of conditions and events specific to the Branch that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

(h) Financial instruments

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.

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.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Statement of significant accounting policies - continued

(h) Financial instruments - continued

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 Branch's 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.

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.

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.

Derecognition of financial assets

The 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.

(i) Capitation fees and levies

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

(j) 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.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Statement of significant accounting policies - continued

(j) Employee benefits - continued

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 Branch 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. The Branch 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.

(k) New accounting standards

Adoption of new Australian accounting standard requirements

No accounting standard has been adopted earlier than the application date stated in the standard. The accounting policies adopted are consistent with those of the previous financial year.

In the year ended 30 June 2019, the Branch has reviewed all of the new and revised Standards and Interpretations issued by the AASB that are relevant to the Branch's operations and effective for annual reporting periods commencing on or after 1 July 2018. It has been determined by the Branch that there is no impact, material or otherwise, of the new and revised Standards and Interpretations on the Branch and, therefore, no change is necessary to accounting policies.

- AASB 9: Financial Instruments

This standard is applicable to annual reporting periods beginning on or after 1 January 2018. The standard replaces all previous versions of AASB 9 and completes the project to replace IAS 39 'Financial Instruments: Recognition and Measurement'. AASB 9 introduces new classification and measurement models for financial assets. A financial asset shall be measured at amortised cost, if it is held within a business model whose objective is to hold assets in order to collect contractual cash flows, which arise on specified dates and solely principal and interest. All other financial instrument assets are to be classified and measured at fair value through profit or loss unless the entity makes an irrevocable election on initial recognition to present gains and losses on equity instruments (that are not held-for-trading) in other comprehensive income ('OCI').

For financial liabilities, the standard requires the portion of the change in fair value that relates to the entity's own credit risk to be presented in OCI (unless it would create an accounting mismatch). New simpler hedge accounting requirements are intended to more closely align the accounting treatment with the risk management activities of the entity. New impairment requirements will use an 'expected credit loss' ('ECL') model to recognise an allowance.

Impairment will be measured under a 12-month ECL method unless the credit risk on a financial instrument has increased significantly since initial recognition in which case the lifetime ECL method is adopted. The standard introduces additional new disclosures. The Branch has adopted this standard from 1 July 2018 and the impact of its adoption is immaterial.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Statement of significant accounting policies - continued

(k) New accounting standards - continued

- AASB 15: Revenue from Contracts with Customers

This standard is applicable to annual reporting periods beginning on or after 1 January 2018. The standard provides a single standard for revenue recognition. The core principle of the standard is that an entity will recognise revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. The standard will require: contracts (either written, verbal or implied) to be identified, together with the separate performance obligations within the contract; determine the transaction price, adjusted for the time value of money excluding credit risk; allocation of the transaction price to the separate performance obligations on a basis of relative stand-alone selling price of each distinct good or service, or estimation approach if no distinct observable prices exist; and recognition of revenue when each performance obligation is satisfied. Credit risk will be presented separately as an expense rather than adjusted to revenue.

For goods, the performance obligation would be satisfied when the customer obtains control of the goods. For services, the performance obligation is satisfied when the service has been provided, typically for promises to transfer services to customers. For performance obligations satisfied over time, an entity would select an appropriate measure of progress to determine how much revenue should be recognised as the performance obligation is satisfied. Contracts with customers will be presented in an entity's statement of financial position as a contract liability, a contract asset, or a receivable, depending on the relationship between the entity's performance and the customer's payment. Sufficient quantitative and qualitative disclosure is required to enable users to understand the contracts with customers; the significant judgments made in applying the guidance to those contracts; and any assets recognised from the costs to obtain or fulfil a contract with a customer. The Branch has adopted this standard from 1 July 2018 and the impact of its adoption is immaterial.

Future Australian accounting standards requirements

The AASB has issued new and amended accounting standards and interpretations that have mandatory application dates for future reporting periods and which the Branch has decided not to early adopt. A discussion of those future requirements and their impact on the Branch is as follows:

- AASB 16: Leases

This standard is applicable to annual reporting periods beginning on or after 1 January 2019. The standard replaces AASB 117 'Leases' and for lessees will eliminate the classifications of operating leases and finance leases. Subject to exceptions, a 'right-of-use' asset will be capitalised in the statement of financial position, measured at the present value of the unavoidable future lease payments to be made over the lease term. The exceptions relate to short-term leases of 12 months or less and leases of low-value assets (such as personal computers and small office furniture) where an accounting policy choice exists whereby either a 'right-of-use' asset is recognised or lease payments are expensed to profit or loss as incurred. A liability corresponding to the capitalised lease will also be recognised, adjusted for lease prepayments, lease incentives received, initial direct costs incurred and an estimate of any future restoration, removal or dismantling costs. Straight-line operating lease expense recognition will be replaced with a depreciation charge for the leased asset (included in operating costs) and an interest expense on the recognised lease liability (included in finance costs). In the earlier periods of the lease, the expenses associated with the lease under AASB 16 will be higher when compared to lease expenses under AASB 117. However EBITDA (Earnings Before Interest, Tax, Depreciation and Amortisation) results will be improved as the operating expense is replaced by interest expense and depreciation in profit or loss under AASB 16.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Statement of significant accounting policies - continued

(k) New accounting standards - continued

For classification within the statement of cash flows, the lease payments will be separated into both a principal (financing activities) and interest (either operating or financing activities) component. For lessor accounting, the standard does not substantially change how a lessor accounts for leases. The Branch will adopt this standard from 1 July 2019. The Branch has assessed the impact of the adoption of this standard and the impact will be immaterial.

- AASB 1058 Income of Not-for-Profit Entities (AASB 1058) and AASB 15 Revenue from Contracts with Customers (AASB 15)

AASB 1058 clarifies and simplifies the income recognition requirements that apply to not-for-profit (NFP) entities in conjunction with AASB 15. AASB 1058 and AASB 15 supersede all the income recognition requirements relating to private sector NFP entities, and the majority of income recognition requirements relating to public sector NFP entities, previously in AASB 1004 Contributions.

For NFP entities, both AASB 1058 and 15 will commence from financial years beginning on or after 1 January 2019. Either a full retrospective application or a modified retrospective application is required for AASB 15. The Branch will adopt this standard from 1 July 2019.

- AASB 2017-6 Amendments to Australian Accounting Standards – Prepayment Features with Negative Compensation

The amendments to AASB 9 clarify that a financial asset passes the solely payments of principal and interest criterion regardless of the event or circumstance that causes the early termination of the contract and irrespective of which party pays or receives reasonable compensation for the early termination of the contract. The amendments apply retrospectively and are effective from 1 January 2019, with earlier application permitted. The Branch will adopt this standard from 1 July 2019.

- AASB 2018-2 Amendments to Australian Accounting Standards – Plan Amendment, Curtailment or Settlement

The amendments to AASB 119 specify that when a plan amendment, curtailment or settlement occurs during the annual reporting period, an entity is required to:

- Determine current service cost for the remainder of the period using the actuarial assumptions used to re-measure the net defined benefit liability (asset) reflecting the benefits offered under the plan and the plan assets after that event
- Determine net interest for the remainder of the period using: the net defined benefit liability (asset) reflecting the benefits offered under the plan and the plan assets after that event; and the discount rate used to re-measure that net defined benefit liability (asset).

The amendments also clarify that an entity first determines any past service cost, or a gain or loss on settlement, without considering the effect of the asset ceiling. This amount is recognised in profit or loss. An entity then determines the effect of the asset ceiling after the plan amendment, curtailment or settlement. Any change in that effect, excluding amounts included in the net interest, is recognised in other comprehensive income. The amendments apply to plan amendments, curtailments, or settlements occurring on or after the beginning of the first annual reporting period that begins on or after 1 January 2019, with early application permitted. The Branch will adopt this standard from 1 July 2019.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Statement of significant accounting policies - continued

(k) New accounting standards - continued

- AASB 2017-7 Amendments to Australian Accounting Standards – Prepayment Features with Negative Compensation

The amendments clarify that an entity applies AASB 9 to long-term interests in an associate or joint venture to which the equity method is not applied but that, in substance, form part of the net investment in the associate or joint venture (long-term interests). This clarification is relevant because it implies that the expected credit loss model in AASB 9 applies to such long-term interests. The amendments apply retrospectively and are effective from 1 January 2019, with early application permitted. The Branch will adopt this standard from 1 July 2019.

- AASB 2018-1 Amendments to Australian Accounting Standards – Annual Improvements 2015–2017 Cycle

These improvements include:

- AASB 11 Joint Arrangements

A party that participates in, but does not have joint control of, a joint operation might obtain joint control of the joint operation in which the activity of the joint operation constitutes a business as defined in AASB 3. The amendments clarify that the previously held interests in that joint operation are not remeasured. Amendment applies to transactions in which it obtains joint control on or after the beginning of the first annual reporting period beginning on or after 1 January 2019, with early application permitted. The Branch will adopt this standard from 1 July 2019.

- AASB 123 Borrowing Costs

The amendments clarify that an entity treats as part of general borrowings any borrowing originally made to develop a qualifying asset when substantially all of the activities necessary to prepare that asset for its intended use or sale are complete. Amendment applies for annual reporting periods beginning on or after 1 January 2019, with early application permitted. The Branch will adopt this standard from 1 July 2019.

2. Income

	2019	2018
	\$	\$
Members' subscriptions	251,398	267,159
Capitation fees – Union members		
Received from Australian Nursing Federation		
Industrial Union of Workers, Perth	678,571	640,702
Levies	-	-
Total revenue	<u><u>929,969</u></u>	<u><u>907,861</u></u>
Other income:		
Grants	-	-
Donations	-	-
Other income from another reporting unit	-	-
Interest accrued	-	-
Total other income	<u><u>-</u></u>	<u><u>-</u></u>

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

3. Expenses

	2019	2018
	\$	\$
Employee expenses	-	-
Remuneration of Auditors		
Audit fee	8,250	7,200
Other Services	-	-
Capitation fees – Union members		
Paid to Federal Office	678,571	640,702
Capitation fees – Branch members		
Paid to Federal Office	14,896	13,041
Affiliation fees	-	-
Consideration to employers for payroll deductions	-	-
Compulsory levies	-	-
Contribution fee		
Paid to Federal Office	-	-
Fees/allowances - meeting and conferences	-	-
Conference and meeting expenses		
Paid to Federal Office	11,861	(1,951)
Campaign cost		
Paid to Federal Office	58,869	8,031
CALMA data fee		
Paid to Federal Office	1,326	1,312
Grants	-	-
Donations	-	-
Service Fees		
Paid to others	60	67
Legal costs	-	-
Penalties – via AO Act or RO Regulations	-	-
Administration fees	-	-
Management fees		
Paid to Australian Nursing Federation		
Industrial Union of Workers, Perth	226,258	240,443
Advanced practice nurse study		
Paid to Federal Office	-	-
Total expenses	<u>1,000,091</u>	<u>908,845</u>

With effect from 1 July 2006 to 30 June 2014, all expenses except for capitation fees are incurred and paid by the Union. No management fees been charged to the Branch.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

3. Expenses - continued

At a Council meeting of Australian Federation and Midwifery Federation WA Branch held on 18 July 2014, the Council resolved that the Australian Federation Industrial of Workers (the Union) would charge the Branch a management fee as a contribution to the Union's cost for running the Branch's operations, and an administration fee to recover the amount paid on behalf of the Branch for the past years. This changes the position which existed from the 1st July 2006 to the date of that Council meeting, whereby it had been resolved that the Union would not seek to recover any costs associated with running the Branch's affairs. At the Council meeting on the 18th July 2014, it was resolved that the management fee and administration fee to be charged will be calculated based on services provided to the Branch from the 1st July 2011.

Capitation fees are paid to the Federal Office of the Australian Nursing Federation, which are disclosed as an expense in the Statement of Comprehensive Income. These fees are determined by the Federal Office.

The Federal Office of the Australian Nursing Federation requests that the branches, including the West Australian Branch, contribute towards various operating activities. These contributions are disclosed as an expense in the Statement of Comprehensive Income. These fees are determined by the Federal Office.

4. Cash and cash equivalents	2019	2018
	\$	\$
Cash at bank	<u>245,191</u>	<u>244,744</u>

All cash transactions are handled on behalf of the Branch by the Australian Nursing Federation Industrial Union of Workers Perth for the year ended 30 June 2019.

5. Trade and other receivables

	2019	2018
	\$	\$
CURRENT		
Receivables from other reporting units	-	-
Receivable from related party:		
Australian Nursing Federation Industrial		
Union of Workers, Perth (unsecured)	-	263,557
<i>*including Loan - Union of Workers, Perth</i>		-
GST receivable	<u>80,778</u>	<u>81,123</u>
Total trade and other receivables	<u>80,778</u>	<u>344,680</u>
Less provision for doubtful debts	-	-
Total provision for doubtful debts	<u>-</u>	<u>-</u>
Trade and other receivables (net)	<u>80,778</u>	<u>344,680</u>

6. Investments

	2019	2018
	\$	\$
Investment units at fair value	<u>262,383</u>	-
Total investments	<u>262,383</u>	<u>-</u>

The Branch purchased two investment units during the year.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

7. Trade payables

	2019	2018
	\$	\$
CURRENT		
Accruals	5,500	5,500
Payables to Federal Office	-	8,834
Payables to related party:		
Australian Nursing Federation, Industrial Union of Workers Perth (unsecured)	77,884	-
GST payable	-	-
Total trade payables	<u>83,384</u>	<u>14,334</u>

8. Other payables

	2019	2018
	\$	\$
CURRENT		
Consideration to employers for payroll deductions	-	-
Legal costs	-	-
Total other payables	<u>-</u>	<u>-</u>

9. Provisions

	2019	2018
	\$	\$
CURRENT		
Employee provisions	<u>-</u>	<u>-</u>
NON-CURRENT		
Employee provisions	<u>-</u>	<u>-</u>

10. Cash flow

	2019	2018
	\$	\$
Reconciliation of cash flow from operations with net current surplus after income tax		
Loss for the year	(70,122)	(984)
Changes in assets and liabilities:		
(Increase)/ decrease in accounts receivable and other debtors	263,902	(3,785)
Increase in accounts payable and other payables	69,050	4,709
Increase in investment assets	<u>(\$262,383)</u>	<u>-</u>
Net cash from operating activities	<u>447</u>	<u>(60)</u>

11. Cash flow information

	2019	2018
	\$	\$
Cash inflow		
From other reporting unit	<u>-</u>	<u>-</u>
Cash outflows		
To other reporting unit	<u>-</u>	<u>-</u>

All cash transactions are handled on behalf of the Branch by the Australian Nursing Federation Industrial Union of Workers Perth for the year ended 30 June 2019. The Branch opened its own Bank account in 2016.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

12. Related parties

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

	2019	2018
	\$	\$
Revenue received from		
Australian Nursing Federation Industrial Union of Workers Perth		
Capitation fees – Union members	678,571	640,702
Expenses paid to		
Federal Office of Australian Nursing Federation		
Capitation fees – Union members	678,571	640,702
Capitation fees – Branch members	14,896	13,041
Contribution fee	-	-
Fees/allowances – meetings and conferences	-	-
Conference and meeting expenses	11,861	11,599
Conference and meeting fee refund	-	(13,549)
Share of campaign cost	58,869	8,031
Advanced practice nurse study	-	-
CALMA data fee	1,326	1,312
Subscription fee	-	-
Australian Nursing Federation Industrial Union of Workers Perth		
Administration fees	-	-
Management fees	226,258	240,443
Travel Interstate & Overseas	-	-
Amounts owed by		
Australian Nursing Federation Industrial Union of Workers Perth		
Unsecured at call	-	253,933
Amounts owed to		
Federal Office of Australian Nursing Federation	-	8,834
Australian Nursing Federation Industrial Union of Workers Perth	77,844	-

Up to 30 June 2014, the Union incurred and paid for all the outgoing expenses and no services were charged to the Branch. This position has changed as a result of a meeting held on 18th July 2014. Refer to Note 3. For the year ended 30 June 2019, the Branch has not recorded any impairment of receivables relating to amounts owed by the Union (2014 \$Nil). This assessment is undertaken each financial year through examining the financial position of the Union and the market in which the Union operates.

13. Financial support

The Union has agreed by a resolution of Council to provide financial support to the Branch so that it may meet its debts as and when they fall due.

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

14. Financial instruments

The Branch's financial instruments consist mainly of accounts receivable and accounts payable:

	2019	2018
	\$	\$
Financial assets		
Loans and receivables	<u>80,778</u>	<u>334,680</u>
Carrying amount of financial assets	<u>80,778</u>	<u>334,680</u>
Financial liabilities		
Trade and other payables	<u>83,384</u>	<u>14,334</u>
Carrying amount of financial liabilities	<u>83,384</u>	<u>14,334</u>

a) Credit risk

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contract obligations that could lead to a financial loss for the Branch.

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period is equivalent to the carrying amount and classification of those financial assets (net of any provisions) as presented in the statement of financial position.

Aging of financial assets that were past due but not impaired

	0 to 30 days \$	31 to 60 days \$	61 to 90 days \$	90+ days \$	Total \$
2019					
Trade and debtors	80,778	-	-	-	80,778
2018					
Trade and debtors	334,680	-	-	-	334,680

b) Liquidity risk

Liquidity risk arises from the possibility that the Branch might encounter difficulty in settling its debts or otherwise meeting its obligations in relation to financial liabilities.

The Branch manages liquidity by regularly monitoring cashflows.

Contractual maturities for financial liabilities

	On demand \$	< 1 year \$	1– 2 years \$	2– 5 years \$	>5 years \$	Total \$
2019						
Trade payables	-	83,384	-	-	-	83,384
2018						
Trade payables	-	14,334	-	-	-	14,334

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

14. Financial instruments - continued

c) Market risk

(i) Interest rate risk

The Branch is not exposure to any interest rate risk, as it does not have any interest bearing financial instruments.

(ii) Currency risk

The Branch is not exposed to fluctuations in foreign currencies.

(iii) Price risk

The Branch is not exposed to any price risk.

15. Events after the reporting period

There were not events that occurred after 30 June 2019, and/ or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of the Branch.

16. Business combinations

There were no business combinations for the year ended 30 June 2019.

17. Assets acquired or a liability incurred due to amalgamation or restructure

There were no assets acquired or a liability incurred due to amalgamation or restructure for the year ended 30 June 2019.

18. Going concern

The Branch is not reliant on any agreed financial support of other reporting units and has not agreed to provide any other reporting unit with financial support to ensure they can continue on a going concern basis.

19. Contingent liabilities

The Council are not aware of any contingent liabilities since the end of the reporting period.

20. Section 272 Fair Work (Registered Organisations) Act 2009

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

Information to be provided to members or General Manager:

(1) A member of a reporting unit, or a 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 made 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; and

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

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

21. Other Specific disclosures - Funds

	2019	2018
	\$	\$
Compulsory levy/voluntary contribution fund	-	-
Other fund(s) required by rules	-	-

22. Branch details

The registered office and principal place of the Branch is;
Australian Nursing Federation
260 Pier Street
Perth, WA 6000

AUSTRALIAN NURSING AND MIDWIFERY FEDERATION
(WESTERN AUSTRALIAN BRANCH)
OFFICER DECLARATION STATEMENT

I, Mark Olson, being the Branch Secretary of the AUSTRALIAN NURSING AND MIDWIFERY FEDERATION (WESTERN AUSTRALIAN BRANCH), declare that the following activities did not occur during the reporting period ending 30 June 2019.

The reporting unit did not:

- agree to receive financial support from another reporting unit to continue as a going concern (refers to agreement regarding financial support not dollar amount)
- agree to provide financial support to another reporting unit to ensure they continue as a going concern (refers to agreement regarding financial support not dollar amount)
- acquire an asset or liability due to an amalgamation under Part 2 of Chapter 3 of the RO Act, a restructure of the branches of an organisation, a determination or revocation by the General Manager, Fair Work Commission
- receive capitation fees from another reporting unit
- incur expenses due to holding a meeting as required under the rules of the organisation
- have a payable in respect of legal costs relating to litigation
- have a payable in respect of legal costs relating to other legal matters
- transfer to or withdraw from a fund (other than the general fund), account, asset or controlled entity
- have a balance within the general fund
- make a payment to a former related party of the reporting unit

Signed by the officer: _____



Dated: _____

23/9/19



2 July 2019

Mark Olson
Branch Secretary
Australian Nursing and Midwifery Federation-Western Australian Branch
Sent via email: anf@anfwa.asn.au

Dear Mark Olson,

**Re: Lodgement of Financial Report - FR2019/196
*Fair Work (Registered Organisations) Act 2009 (the RO Act)***

The financial year of the Australian Nursing and Midwifery Federation-Western Australian Branch (the reporting unit) ended on 30 June 2019. This is a courtesy letter to remind you of the reporting unit's obligations regarding financial reporting.

Loans Grants and Donations Statement

The reporting unit is required to 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 of the RO Act requires this statement to be lodged with the Registered Organisations Commission (the ROC) within 90 days of the end of the reporting unit's financial year, that is on or before 28 September 2019.

The attached fact sheet *Loans Grants and Donations* (FS 009) summarises the requirements of the Loans Grants and Donations Statement. A sample statement of loans, grants or donations is available on our [website](#).

It should be noted that s.237 is a civil penalty provision. If a loan, grant or donation over \$1000 has been made, failure to lodge a statement of loans, grants and donations (including failure to lodge on time) may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$105,000 for each contravention for a body corporate and up to \$21,000 for each contravention for an individual) being imposed upon your organisation and/or an officer whose conduct led to the contravention.

Financial report

The RO Act sets out a particular chronological order in which your financial report must be prepared, audited, provided to members, presented to a meeting and then lodged with the ROC. The attached document *Summary of Financial Reporting timelines* (FS 008) summarises these requirements.

We emphasise that the reporting unit is required to present its audited financial report to a meeting (either of members or of the committee of management, depending on your rules) no later than 31 December 2019 (s.266). The full financial report must be lodged with the ROC within 14 days of that meeting (s.268).

When assessing your financial report, we will continue to focus closely on timelines as well as how loans, grants and donations are reported. The financial report must break down the amounts of grants and donations and these figures will be compared to the loans, grants and donations statement (see attached *Loans Grants and Donations* fact sheet FS 009).

You can visit our website for more information regarding [financial reporting](#), and fact sheets regarding [financial reporting processes and requirements](#). A model set of financial statements developed by the ROC is also available on our website. 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.

It should be noted that s.268 of the RO Act is a civil penalty provision. Failure to lodge the full financial report (including failure to lodge on time) may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$105,000 for each contravention for a body corporate and up to \$21,000 for each contravention for an individual) being imposed upon your organisation and/or an officer whose conduct led to the contravention (s.268).

Auditor's report

When assessing the financial report we will also focus on the structure and content of the auditor's report to ensure that it complies with the revisions made to the Auditing Standards which came into effect from 15 December 2016. Please find [here](#) a link to guidance note *Illustrative Auditor's Report* (GN 004) relating to these requirements (which can also be located on our website).

REMINDER

YOUR AUDITOR MUST BE REGISTERED (s.256)

You must ensure that your auditor is registered by the Registered Organisations Commissioner. A list of registered auditors is available on our [website](#).

Contact

Should you require any clarification in relation to the above, please email regorgs@roc.gov.au.

Yours faithfully,

Kylie Ngo
Registered Organisations Commission

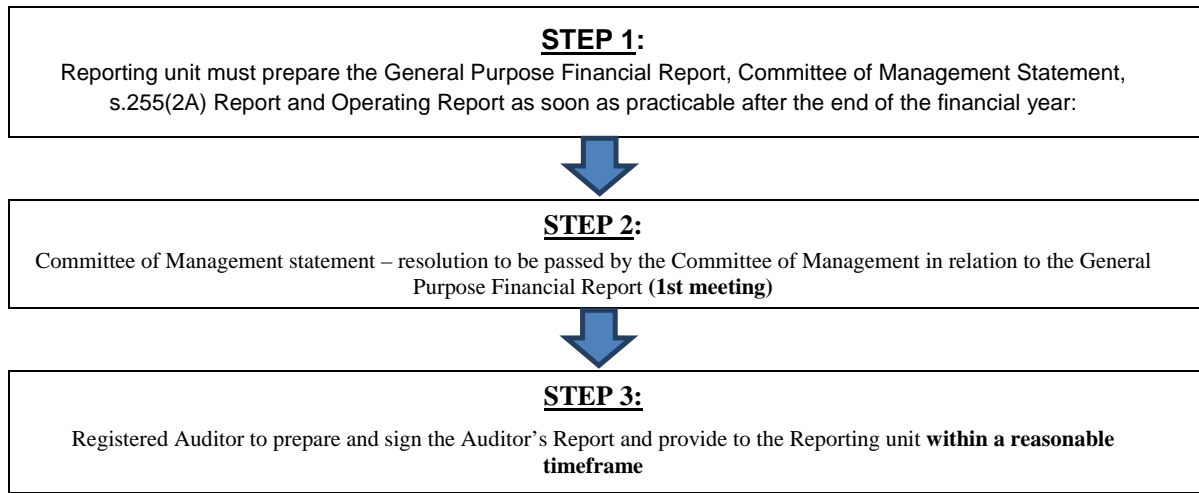


Fact sheet

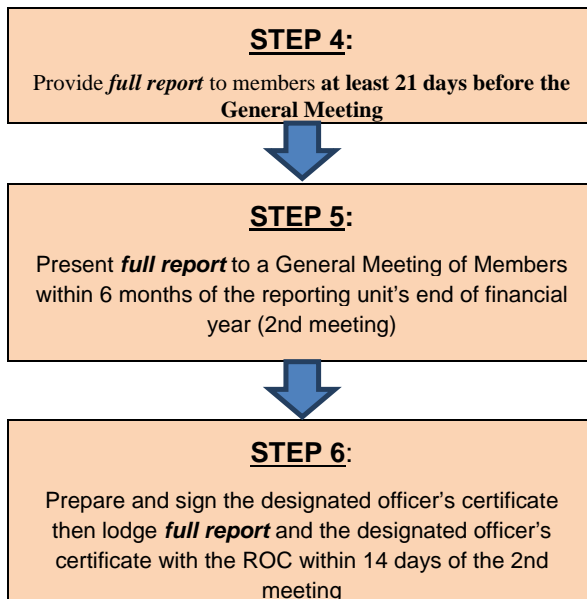
Summary of financial reporting timelines – s.253 financial reports

General Information:

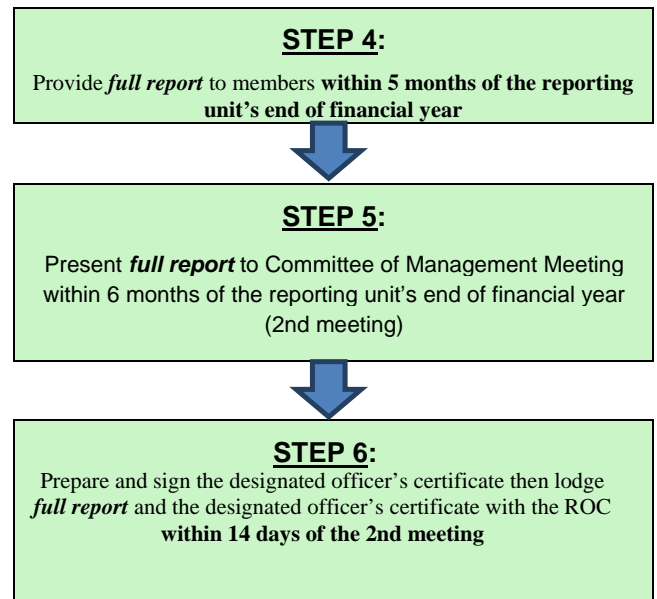
- The **full report** consists of the General Purpose Financial Report, Committee of Management Statement, Operating report, s.255(2A) Report and signed Auditors' Report
- For an explanation of each of the steps below see our [Fact sheet—financial reporting process](#).



IF RULES PROVIDE FOR PRESENTATION OF FULL REPORT
AT GENERAL MEETING OF MEMBERS
(this is the default process in the RO Act)



IF RULES PROVIDE FOR PRESENTATION OF FULL REPORT AT
COMMITTEE OF MANAGEMENT MEETING
(Special rules must be in the rulebook to use this process)



Misconceptions

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

Misconception	Requirement
<p>X The Committee of Management statement is just copied from the Reporting Guidelines</p>	<p>✓ The Committee of Management statement must have the date of the Committee of Management resolution recorded upon it and it must be signed and dated BEFORE the auditor signs their report</p> <p>Further, if any of the statements within it need to be modified to suit the reporting unit (for instance not holding meetings) these changes must also be made</p>
<p>X The Auditor's Report does not need to be signed until just before it is lodged with the ROC</p>	<p>✓ The Auditor's Report must be signed and dated BEFORE the full report (including the Auditor's Report) is sent to members and presented to the second meeting</p>
<p>X The Designated Officer's Certificate must be signed before the report is sent to members</p>	<p>✓ The Designated Officer's Certificate declares what the reporting unit HAS ALREADY DONE to provide the report to members and present it to the meeting. It must be signed and dated AFTER sending the report to members and the second meeting</p>
<p>X Documents can be dated when they should have been signed or when the events in the document occurred</p>	<p>✓ Documents must always be dated at the date they are actually signed by an officer or auditor</p>
<p>X Any auditor can audit a financial report</p>	<p>✓ Only registered auditors can audit the financial report</p>
<p>X The Committee of Management statement can be signed at any time</p>	<p>✓ The resolution passing the Committee of Management Statement must occur and the statement signed and dated BEFORE the auditor's report is signed and dated</p>
<p>X Any reporting unit can present the Full Report to a second COM meeting</p>	<p>✓ Only reporting units with a 5% rule in their rulebook are able to present their report to a second Committee of Management Meeting. Otherwise, it must be presented to a General Meeting of members</p>
<p>X Everything can be done at one Committee of Management meeting</p>	<p>✓ If the rules allow for presenting the report to the Committee of Management, there must still be <u>two meetings</u>. The first meeting resolves the Committee of Management statement (including signing and dating it). Between the two meetings the Auditor's report is signed and dated. Only then can the full report be presented to the second Committee of Management meeting (if the rules allow)</p>
<p>X The reporting unit has 6 months and 14 days to lodge their financial report with the ROC</p>	<p>✓ The reporting unit must lodge the financial report within 14 days of the second meeting</p>

© Commonwealth of Australia 2018

This fact sheet is not intended to be comprehensive. It is designed to assist in gaining an understanding of the Registered Organisations Commission and its work. The Registered Organisations Commission does not provide legal advice.



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 Commissioner'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 exceeds \$1000. The following information must be supplied to the Registered Organisations Commission (the ROC) 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 ROC has a [Template Loans, Grants and Donations Statement](#) on its website. The ROC 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 14(e) of the Commissioner'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 [ROC's Model Statements](#) the note appears as follows:

Note 4E: Grants or donations*

	2017	2016
Grants:		
Total expensed that were \$1,000 or less	-	-
Total expensed that exceeded \$1,000	-	-
Donations:		
Total expensed that were \$1,000 or less	-	-
Total expensed that exceeded \$1,000	-	-
Total grants or donations	-	-

The Commissioner's Reporting Guidelines requires that these line items appear in the financial statements, the notes or in the officer's declaration statement, even if the figures are NIL.

Implications for filing the Financial Report

During their review of the financial report staff of the ROC may 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 last 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 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 ROC on regorgs@roc.gov.au