



FAIR WORK
AUSTRALIA

31 May 2011

Mr Owen Doogan
Secretary, Queensland Branch
Australian Rail, Tram and Bus Industry Union
457 Upper Edward Street
BRISBANE QLD 4000



Dear Mr Doogan

**Re: Lodgement of Financial Statements and Accounts – Australian Rail, Tram and Bus
Industry Union, Queensland Branch –
for year ending 31 December 2010 (FR2010/2855)**

Thank you for lodging the above financial return which was received by Fair Work Australia on 26 May 2011. The Committee of Management Statement was lodged electronically separately on 31 May 2011.

I note that your covering letter includes a reference to donations pursuant to section 237 of the *Fair Work (Registered Organisations) Act 2009*.

I must draw your attention to three matters for reference in future years. Firstly, the report did not include a Statement of Changes in Equity or statement of Recognized Income and Expenditure as required by Accounting Standard AASB 101. This should be prepared and included in future financial reports.

Secondly, the concise report did not appear to include a copy of the Committee of Management Statement in accordance with, in order, section 265(3)(a), regulation 161(1)(d), and section 253(2)(c). Conversely, the full report did not include the copy of the Operating Report set out in the concise report. Although it is clear that members are informed that they may request a copy of the full report, the Act contemplates that statements and reports of significance should be included in both versions of the report.

Thirdly, I note that the Committee of Statement was signed on 6 May 2011 but refers to the passing of the resolution on 7 May 2011.

In all other respects, the report appears to have satisfied the legislative requirements and the documents have been filed.

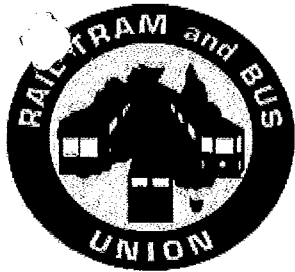
Yours respectfully,

Stephen Kellett

Statutory Services Branch

Terrace Towers
80 William Street
East Sydney NSW 2011

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Australian Rail, Tram & Bus
Industry Union
(Qld Branch)

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FR 2010/2855



24th May 2011

Australian Industrial Registry
Level 6
Terrace Towers
80 William Street
EAST SYDNEY NSW 2011

RE: RECORDS TO BE KEPT AND LODGED 2010

Please find enclosed Officer's Register Australian Rail Tram & Bus Union (Queensland Branch) for year ended 31st December 2009.

Secretary's Certificate

Elections

Elections were held for all positions between 3rd November and February 2011.

Statement of Members

Please be advised that a register of members has been kept and maintained during the period 1st January 2010 and 31st December 2010 as required under section s230(1)(a) and (2) [s233(1)(a)]

As per section 233(1)(b) a copy of register of members has been maintained and is a correct statement of the information contained in these records.

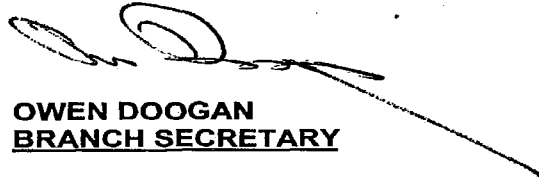
Please also be advised that the number of members for the ARTBU(Qld) Branch as at 31st December 2010 totaled 8 223.

yourrightsatwork
worth fighting for

Donations

As per Section 237 (1) (2) and (6)(a)(b) a total of \$8815 was provided via non-political donations during the period 1st January 2010 and 31st December 2010. \$5 000 donation towards the Pakistan Floods.

Yours sincerely



OWEN DOOGAN
BRANCH SECRETARY

Copy: National Secretary, RTBU, Sydney

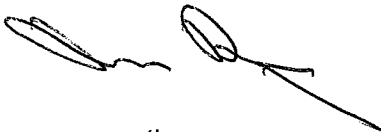
CERTIFICATE OF SECRETARY

s268 (c) *Fair Work (Registered Organisations) Act 2009*

I, **OWEN DOOGAN** being the **STATE SECRETARY** of **THE AUSTRALIAN RAIL TRAM & BUS INDUSTRY UNION - QUEENSLAND BRANCH** certify:

- that the documents lodged herewith are copies of the full report and the concise report referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the Concise Report was provided to members on **6th May 2011**
- that the full report was presented to a general meeting of the Committee of Management of the reporting unit on **6th May 2011** in accordance with section 266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature

A handwritten signature in black ink, appearing to be 'Owen Doogan', written over a horizontal line.

Date: 6th May 2011

BRANCH COUNCIL 2011



FINANCIAL REPORT

HELD AT QCU 6th & 7th May 2011

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION – (QUEENSLAND BRANCH)

FINANCIAL STATEMENT

FOR YEAR ENDED 31 DECEMBER 2010

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KELLETT, Stephen

From: Kay Howarth [kay.howarth@rtbu.com.au]
Sent: Tuesday, 31 May 2011 2:21 PM
To: KELLETT, Stephen
Subject: RTBU
Attachments: COMMITTEE OF MANAGEMENET STATEMENT 2010.doc

Kay Howarth
Office Manager
Rail Tram & Bus Union
Direct Line 07 3414 9311
State Office 07 3839 4988
Mobile 0407 980 510

RECEIVED
31-5-11



*Believe it can be done. When you believe something can be done, really believe, your mind will find the ways to do it.
Believing a solution paves the way to solution.*

-Dr. David Schwartz

COMMITTEE OF MANAGEMENT STATEMENT

On the 7th May 2010 the Committee of Management of the Australian Rail Tram & Bus Industry Union – Queensland passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31st December, 2010.

The Committee of Management declares in relation to the GPFR 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 Industrial Registrar;
- (c) The financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the Australian Rail Tram & Bus Industry Union – Queensland for the financial year ended 31st December, 2009;
- (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;
- (e) During the financial year to which the GPFR relates and since the end of that year:
 - I. Meetings of the Branch Executive were held in accordance with the rules of the organisation including the rules of a Branch Council; and
 - II. The financial affairs of the Branch Council have been managed in accordance with the rules of the organisation including the rules of the Branch Council; and
 - III. The financial affairs of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations, and
 - IV. The financial records of the Branch Council have been kept as far as practical, in a consistent manner to each of the other branches of the organisation; and
 - V. The information sought in any request of a member of the Branch Council or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - VI. There has been compliance with any order for inspection of the financial records made by the Commission under section 273 of Schedule 1B to the Workplace Relations Act 1996.

It was further resolved to supply all members of the Branch with a Concise report of the financial statements for the year ended 31st December, 2010.

For the Committee of Management


OWEN DOOGAN
BRANCH SECRETARY

6th May 2010

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND
AS
RAIL TRAM AND BUS UNION – (QUEENSLAND BRANCH)

STATEMENT OF ACCOUNTING OFFICER

I, Owen Doogan, being the officer responsible for keeping the accounting records of the Rail Tram and Bus Union (Queensland Branch) certify that as at 31 December 2010, the number of members of the Organisation was 8,223.

In my opinion:-

- (i) The accompanying accounts show a true and fair view of the financial affairs of the Branch as at 31 December 2010
- (ii) A record has been kept of all moneys paid by, or collected from, members and all moneys so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of the Organisation.
- (iii) Before any expenditure was incurred approval of the incurring of the expenditure was obtained in accordance with the rules of the Organisation.
- (iv) With regard to funds of the Organisation raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for the purpose other than those for which the fund was operated.
- (v) No loans or other financial benefits, other than remuneration in respect of their full time employment with the Organisation, were made to persons holding office in the Organisation.
- (vi) The register of members of the Branch was maintained in accordance with the Act; and
- (vii) The attached accounts have been prepared in accordance with applicable Australian Accounting Standards.

BRISBANE

DATE


ACCOUNTING OFFICER

AUDITOR'S REPORT TO THE MEMBERS OF
AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND
AS
RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

I have audited the accounts of the Rail Tram and Bus Union (Queensland Branch) for the year ended 31 December 2010 as set out on pages 5 to 24. The Management of the Organisation is responsible for the preparation and presentation of the accounts and the information contained therein. I have conducted an independent audit of the accounts in order to express an opinion on it to the members of the Organisation.

My audit has been conducted in accordance with the Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. My procedures included examination on a test basis, of evidence supporting the accounts and other disclosures in the accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the accounts are presented fairly in accordance with Australian Accounting Concepts and Standards and the Workplace Relations Act 1996 so as to present a view of the Organisation which is consistent with my understanding of its financial position, the results of its operations and its cash flows.

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

In my opinion:-

- (a) satisfaction accounting records have been kept by the Organisation so far as appears from my examination of these books, including:
 - (A) records of the sources and nature of the income of the Organisation (including income from members); and
 - (B) records of the nature and purpose of the expenditure of the Organisation.

- (b) the accounts and statements under Sec 253 of the Fair Work (Registered Organisations) Act 2009 have been properly drawn up so as to give a true and fair view of:
- (A) the financial affairs of the Organisation as at 31 December 2010 and
 - (B) the income and expenditure and any surplus or deficit of the Organisation for the year; and
- (c) the accounts have been prepared in accordance with applicable Australian Accounting Standards.

Where necessary I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary in the purpose of our audit.

Signed this *ninth* day of *MAY* 2011

Adrian J Bellotti
Level 6
Ladhope Chambers
131 Wickham Terrace
Brisbane Qld 4000



CHARTERED ACCOUNTANT

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND
AS
RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)
INCOME AND EXPENDITURE STATEMENT
FOR YEAR ENDED 31 DECEMBER 2010

<u>INCOME</u>	<u>2010</u>	<u>2009</u>
Contributions	3,177,336	2,941,964
Bank & Bond Interest, Dividends	134,253	125,218
Rented Property	80,511	95,261
Sundry Income	(1,336)	(417)
Antiprivitisation Camp.	247,563	-
	<u>3,638,327</u>	<u>3,162,026</u>
 <u>LESS EXPENDITURE</u>		
Promotional	21,690	15,040
Affiliation Fees	142,194	108,202
Advocate & Media	56,263	79,570
Appeals	595	749
Audit fees & Accountancy	9,960	9,150
Bank Charges	3,093	2,725
Branch & District Executive	-	-
Branch Council	54,080	43,167
Cleaning, Repairs & Maintenance	21,512	32,433
Collectors Commission/Honoraria	21,672	20,267
Computer Costs	17,555	11,249
Conferences & Seminars	5,105	24,973
Depreciation	77,167	77,845
Donations & Appeals	8,815	6,115
Freight & Cartage	7,304	4,404
Fringe Benefits Tax	16,314	20,279
Insurance - General	7,769	10,492
- Workers Compensation	3,832	2,511
- Public Risk	16,969	14,617
	<u>28,570</u>	<u>27,620</u>
Land Tax	26,561	10,388

	<u>2010</u>	<u>2009</u>
Labour Day	28,837	22,210
Legal & Court Costs	55,328	12,789
Levies & Fees	3,748	748
Literature	2,635	1,528
Meetings – Industrial/Branch	54,247	53,308
Mortality Scheme	25,727	52,727
Motor Vehicle Expenses	60,289	51,021
National Executive Expenses	8,505	14,328
National Office – Quarterage	458,038	415,994
Office Expenses & Amenities	1,978	2,415
Organising Expenses	128,435	74,242
Party Expenses (Retired Members)	7,120	7,078
Postage Telex etc	28,761	19,788
Payroll Tax	35,904	39,088
Printing & Stationery	46,973	39,264
ALP Council Expenses	337	14,485
Rented Property Expenses	60,539	52,122
ALP State Campaign	-	27,606
Remuneration - Office Bearers	973,788	808,146
- Other	443,646	448,849
	<hr/> 1,417,434	<hr/> 1,256,995
Superannuation	174,365	202,202
Rent & Electricity	92,282	89,111
Subscriptions	3,976	3,581
Telephone, facsimile	96,057	101,219
Sundries	7,095	6,793
<u>TOTAL EXPENDITURE</u>	<hr/> 3,317,060	<hr/> 3,054,818

	<u>2010</u>	<u>2009</u>
<u>Operating Surplus (Deficit before Extraordinary Items)</u>	321,267	107,208
Profit (Loss) on Disposal of Assets		
- Motor Vehicles	(14,169)	(5,642)
- Business Property	-	-
- Other Assets	(424)	(3,645)
	<u>(14,593)</u>	<u>(9,287)</u>
	<u>306,674</u>	<u>97,921</u>
Provisions		
- Annual Leave	26,000	-
- Long Service Leave	15,000	25,000
- Sick Leave	50,000	-
	<u>91,000</u>	<u>25,000</u>
<u>Surplus (Deficit) for the year</u>	<u>215,674</u>	<u>72,921</u>
General Fund Balance Beginning of Year	6,076,245	6,003,324
<u>GENERAL FUND BALANCE AT END OF YEAR</u>	<u>\$ 6,291,919</u>	<u>\$ 6,076,245</u>

AUSTRALIAN RAIL TRAM BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM & BUS UNION (QUEENSLAND BRANCH)

SICK AND ACCIDENT FUND – INCOME AND EXPENDITURE

FOR YEAR ENDED 31 DECEMBER 2010

<u>INCOME</u>	<u>2010</u>	<u>2009</u>
Members' Subscriptions	21,235	21,762
Interest	7,929	8,794
Investment Purchase Price Adjust.	(772)	(198)
	<hr/>	<hr/>
	28,392	30,358
Transfers from Picnic Fund	-	-
	<hr/>	<hr/>
	28,392	30,358
 <u>EXPENDITURE</u>		
Payments (Rule 40(a))	1,086	5,999
Divisional Objects Funds	3,063	2,946
Union Payments	156	990
SI Transfer	(328)	67
Medical	562	-
	<hr/>	<hr/>
	4,539	10,002
 <u>NET SURPLUS</u>		
	<hr/>	<hr/>
	23,853	20,356
<u>Fund Balance as at 1 January 2010</u>	278,765	258,409
	<hr/>	<hr/>
<u>FUND BALANCE AT 31 DECEMBER 2010</u>	302,618	278,765
	<hr/>	<hr/>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

RETIREMENT FUND – INCOME & EXPENDITURE

FOR YEAR ENDED 31 DECEMBER 2010

<u>INCOME</u>	<u>2010</u>	<u>2009</u>
Members' Subscriptions	8,495	8,706
Interest Received	2,251	2,510
Investments PP Adjust.	(207)	(53)
S1 Transfer	39	48
Distrib.	375	-
	<u>10,953</u>	<u>11,211</u>
 <u>EXPENDITURE</u>		
Payments (Rule 40(b))	419	1,726
Divisional Objects Fund	1,126	839
	<u>1,545</u>	<u>2,565</u>
 <u>NET SURPLUS</u>	 9,408	 8,646
Fund Balance as at 1 January 2010	88,740	80,094
 <u>FUND BALANCE AT 31 DECEMBER 2010</u>	 <u>98,148</u>	 <u>88,740</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

MORTALITY FUND – INCOME & EXPENDITURE

FOR YEAR ENDED 31 DECEMBER 2010

<u>INCOME</u>	<u>2010</u>	<u>2009</u>
Members' Subscription	8,495	8,707
Interest Received	3,121	3,306
Investment PP Adjust.	(290)	(74)
	<hr/>	<hr/>
	11,326	11,939
	<hr/>	<hr/>
<u>EXPENDITURE</u>		
Payments (Rule 40(c))	4,000	4,000
Divisional Objects Fund	1,333	1,323
Transfer S1	43	53
	<hr/>	<hr/>
	5,376	5,376
	<hr/>	<hr/>
<u>NET SURPLUS</u>	5,950	6,563
Fund Balance as at 1 January 2010	81,361	74,798
<u>FUND BALANCE AT 31 DECEMBER 2010</u>	<hr/>	<hr/>
	87,311	81,361
	<hr/>	<hr/>

AUSTRALIAN RAIL TRAM BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

TRAM & BUS DIVISION

UNION PICNIC FUND – INCOME & EXPENDITURE

FOR YEAR ENDED 31 DECEMBER 2010

<u>INCOME</u>	<u>2010</u>	<u>2009</u>
Members' Subscriptions	25,479	26,119
Interest Received	1	1
Donation	1,000	-
	<u>26,480</u>	<u>26,120</u>
<u>EXPENDITURE</u>		
Amusement & Rides	8,915	8,875
Catering & Meat	6,876	6,456
Cleaning	403	431
Equipment Hire	4,321	4,321
Truck Rental	963	847
Motor Vehicle Fuel	92	81
Hardware	99	-
Wages	-	223
Travel	471	-
	<u>22,140</u>	<u>21,234</u>
Net Surplus (Deficit)	<u>4,340</u>	<u>4,886</u>
Fund Balance 1 January 2010	(2,185)	(7,071)
<u>FUND BALANCE (DEFICIT)</u> <u>AT 31 DECEMBER 2010</u>	<u>2,155</u>	<u>(2,185)</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

FIGHTING FUND – INCOME & EXPENDITURE

FOR YEAR ENDED 31 DECEMBER 2010

<u>INCOME</u>	<u>2010</u>	<u>2009</u>
Interest Received	4,490	4,376
Tfr RCU S1 A/c	313	450
	<hr/>	<hr/>
	4,803	4,826
 <u>TRANSFERS</u>		
To Fighting Fund & Divisional Objects Fund	1,740	1,740
To Divisional Objects Fund	4,300	-
Contribution to NAIDOC	700	-
Fee	265	-
	<hr/>	<hr/>
	7,005	1,740
 <u>NET SURPLUS (DEFICIT)</u>	 (2,202)	 3,086
 Fund Balance as at 1 January 2010	 80,813	 77,727
	<hr/>	<hr/>
<u>FUND BALANCE AT 31 DECEMBER 2010</u>	<u>78,611</u>	<u>80,813</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND
AS
RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

FIGHTING FUND & DIVISIONAL OBJECTS FUND

FOR YEAR ENDED 31 DECEMBER 2010

<u>INCOME</u>	<u>2010</u>	<u>2009</u>
Interest	1	2
Interest Received – Balanced Funds A/c	2,481	2,578
Transfer from RCU – Investment A/c	6,000	6,000
Interest Received - CBA Term Deposit	2,734	4,333
Advertising	-	1,000
Tfr Fighting Fund	4,300	-
Reimbursements	345	-
	<u>15,861</u>	<u>13,913</u>
	<u> </u>	<u> </u>
 <u>TRANSFERS</u>		
Transfer to Fighting Fund	-	-
Transfer from RCU	-	-
Transfer from Fighting Fund	-	-
Transfer to Special Funds		
-incorrectly transfer by bank	-	1,749
	<u>-</u>	<u>(1,749)</u>
	<u>15,861</u>	<u>12,164</u>

EXPENDITURE

Bank Charges	30	-
Floral Tribute	-	110
Conferences	7,882	3,238
Computer Equipment	129	6,842
Repairs & Maintenance	737	716
Stationery	2,059	1,504
Depot Amenities	-	106
Bus Charter	-	303
Wages EBA	-	2,620
Membership Brochures	-	682
Office/Depot Furniture	-	669
Industrial Meetings	-	219
Membership Reports (Medical)	165	76
Donations	200	-
Tfr to Correct A/c	1,594	-
Wireless Connection	150	-
	<u>12,946</u>	<u>17,085</u>
<u>NET SURPLUS(DEFICIT)</u>	2,915	(4,921)
Fund Balance as at 1 January 2010	6,639	11,560
<u>FUND BALANCE AT 31 DECEMBER 2010</u>	<u>9,554</u>	<u>6,639</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND
AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

STATEMENT OF ASSETS & LIABILITIES AT 31 DECEMBER 2010

<u>CURRENT ASSETS</u>	<u>2010</u>	<u>2009</u>
Cash on Hand	2,300	2,300
Cash at Bank - Current Account	367,273	215,978
- Investment Account	147,840	147,840
	<u>517,413</u>	<u>366,118</u>
Secured Deposits/Bank Bills	2,299,104	2,110,573
Deposits & Prepayments	109,676	123,729
Sundry Debtors & Remittances, in transit	119,246	118,511
Stock on Hand	985	3,510
Deposits – Non Cash	650	700
GST – Input Tax Credits	17,394	20,213
	<u>2,547,055</u>	<u>2,377,236</u>
<u>NON CURRENT ASSETS</u>		
Real Property (2)	4,190,364	4,190,364
Other (3)	407,539	429,299
	<u>4,597,903</u>	<u>4,619,663</u>
<u>INVESTMENTS</u>		
Sickness & Accident Balanced Fund	54,401	55,173
Mortality Balanced Fund	20,481	20,772
Retirement Balanced Fund	14,758	14,966
	<u>89,640</u>	<u>90,911</u>
<u>TOTAL ASSETS</u>	<u>7,752,011</u>	<u>7,453,928</u>

<u>LESS CURRENT LIABILITIES AND PROVISIONS</u>	<u>2010</u>	<u>2009</u>
Provision for Annual Leave	100,000	74,000
Provision for Long Service Leave	180,000	165,000
Sundry Creditors & Accrued Expenses	326,694	379,550
Provision for Sick Leave	100,000	50,000
<u>TOTAL LIABILITIES</u>	<u>706,694</u>	<u>668,550</u>
<u>NET ASSETS</u>	<u>7,045,317</u>	<u>6,785,378</u>
 <u>ACCUMULATED FUNDS</u>		
General Fund (5)	6,291,919	6,076,245
Sick and Accident Fund	302,618	278,765
Retirement Fund	98,149	88,740
Mortality Fund	87,311	81,361
Union Picnic Fund	2,155	(2,185)
Fighting Fund	78,611	80,813
Asset Revaluation Reserve (6)	175,000	175,000
Fighting & Divisional Objects Fund	9,554	6,639
	<u>7,045,317</u>	<u>6,785,378</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

STATEMENT OF CASH FLOWS

FOR YEAR ENDED 31 DECEMBER 2010

<u>CASH FLOW FROM OPERATING ACTIVITIES</u>	<u>2010</u>	<u>2009</u>
Receipts from Members	3,392,626	2,929,458
Interest & Dividends	158,621	124,815
Rent Received	86,392	102,661
Payments to Suppliers and Employees	(3,273,349)	(2,909,920)
Net Cash provided by (used in) Operating Activities	<u>364,290</u>	<u>247,014</u>
 <u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
(Payments) for Plant & Equipment	(111,768)	(61,439)
Proceeds/(Payments) for Plant & Equipment	40,453	10,909
Proceeds/(Payments) for Investments		
- Sick and Accident Fund	772	198
- Mortality Fund	290	74
- Retirement Fund	207	53
Payment on Non Cash Deposits	50	150
Net cash provided by (used in) Investing Activities	<u>(69,996)</u>	<u>(50,055)</u>

<u>CASH FLOW FROM FINANCING ACTIVITIES</u>	<u>2010</u>	<u>2009</u>
Increase (Decrease) in Reserves	45,532	49,616
Net cash provided by (used in) Financing Activities	<u>45,532</u>	<u>49,616</u>
Net increase (decrease) in cash held	339,826	246,575
Cash at Beginning of Year	2,476,691	2,230,116
Cash at end of year	<u>2,816,517</u>	<u>2,476,691</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

STATEMENT OF CASH FLOWS

FOR YEAR ENDED 31 DECEMBER 2010

NOTES TO STATEMENT OF CASH FLOWS

1. Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts. Cash at the end of the period as shows in the Statement of Cash Flows is reconciled to the related items in the Statement of Assets & Liabilities as follows.

	<u>2010</u>	<u>2009</u>
Cash on Hand	2,300	1,300
Cash at Bank	367,273	215,978
Savings Investment A/c	147,840	147,840
Secured Deposits/Bank Bills	2,299,104	2,110,573
Cash at Bank – District Imprest	-	-
	<u>2,816,517</u>	<u>2,476,691</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2010

	<u>2010</u>	<u>2009</u>
2. Reconciliation of Cash Flow from operations with Profit from Ordinary Activities		
Profit (loss) from ordinary Activities	215,674	72,920
Non-cash flows in profit(loss) from ordinary Activities		
Non Cash Expenditure	-	(157)
Net loss on disposal of property/plant & equip	14,593	9,287
Depreciation	77,167	77,845
Changes in assets and liabilities net of the effects of purchase and disposals of subsidiaries		
(Increase)/Decrease in inventories	2,525	(2,181)
(Increase)/Decrease in prepayments	14,053	(878)
(Increase)/Decrease in receivables	(735)	(4,945)
Increase/(Decrease) in GST Liabilities	2,819	76,524
Increase/(Decrease) in payables	(52,856)	3,746
Increase/(Decrease) in other provisions	91,000	15,000
(Increase)/Decrease in non cash deposits	50	(150)
Cashflows from operations	<u>364,290</u>	<u>247,011</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2010

1. **BASIS OF ACCOUNTING**

The accounts have been prepared in accordance with generally accepted Accounting principles using the accruals basis of accounting.

Australian Accounting Standards and Statement of Accounting Concepts as issued by the joint professional accounting bodies, have been adopted where appropriate.

- (a) Fixed Assets are depreciated using the diminishing value method over the estimated economic life of the assets.
- (b) Provision for employee benefits in the form of Long Service Leave, Accrued Annual Leave (etc) have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment.
- (c) No provision for Income Tax is necessary as “Trade Unions” are exempt for Income Tax under Section 50-15 Item 3.2 of the Income Tax Assessment Act 1997.

2. **NON CURRENT ASSETS – REAL PROPERTY** 2010 2009

At Cost/Valuation	4,190,364	4,190,364
	<hr/>	<hr/>

3. **NON CURRENT ASSETS – OTHER**

Furniture & Fittings at Cost	268,410	267,479
Less: Provision for Depreciation	76,396	61,591
	<hr/>	<hr/>
	192,014	205,888
	<hr/>	<hr/>

	<u>2010</u>	<u>2009</u>
Office Equipment at Cost	249,355	247,853
Less: Provision for Depreciation	187,379	167,851
	<u>61,976</u>	<u>80,002</u>
Motor Vehicle at Cost	221,710	213,452
Less: Provision for Depreciation	68,161	70,043
	<u>153,549</u>	<u>143,409</u>
	<u>407,539</u>	<u>429,299</u>

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION – QUEENSLAND

AS

RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2010

4. **GENERAL FUND**

	<u>2010</u>	<u>2009</u>
Balance beginning of year	6,076,245	6,003,324
Surplus (Deficit) transferred from Statement of Income & Expenditure	215,674	72,921
	<u>6,291,919</u>	<u>6,076,245</u>

5. **ASSET REVALUATION RESERVE**

	<u>2010</u>	<u>2009</u>
Balance 1 January 2010	175,000	175,000
Increase in valuation of Land & Buildings	-	-
Adjustment on disposal of Land & Bldgs	-	-
Balance 31 December 2010	<u>175,000</u>	<u>175,000</u>

6. **RELATED PARTY INFORMATION**

The ultimate controlling entity of the Branch is the Federal Australian Rail Tram & Bus Industry Union.

AUSTRALIAN RAIL TRAM AND BUS INDUSTRY UNION - QUEENSLAND
AS
RAIL TRAM AND BUS UNION (QUEENSLAND BRANCH)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

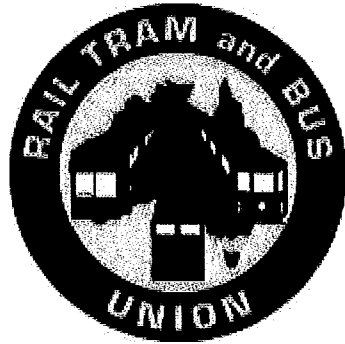
FOR THE YEAR ENDED 31 DECEMBER 2010

7. **NOTICE REQUIRED UNDER THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009**

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009 attention of members is drawn to the provision of Sec, (1), (2) and (3) of Sec 272 which reads as follows:-

- (1) A member of a reporting unit, or a Registrar, 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).

BRANCH COUNCIL 2011



**CONCISE
FINANCIAL
REPORT**

HELD AT QCU 6th & 7th May 2011

STATEMENT OF FINANCIAL PERFORMANCE FOR YEAR ENDED 31 DECEMBER 2010

VENUE			
Members' Dues		3,177,336	2,941,964
Investment Revenue		80,511	95,261
Interest Revenue		134,253	125,218
Sundry Revenue		(1,336)	(417)
Antiprivatisation Levy		247,563	-
TOTAL REVEUE		3,638,327	3,162,025
EXPENSES			
Salaries	Officials	973,788	808,146
	Staff	443,646	448,849
Affiliation Fees		142,194	108,202
Capitation		458,038	415,994
Depreciation		77,167	77,845
Superannuation		174,365	202,202
Other Expenses		1,138,862	1,018,580
TOTAL EXPENDITURE		3,408,060	3,079,818
OPERATING SURPLUS FOR YEAR BEFORE EXTRAORDINARY ITEMS			
Disposal of Motor Vehicle		(14,169)	(5,642)
Business Property			
Other Assets		(424)	(3,645)
OPERATING SURPLUS BEFORE PROVISIONS		215,674	72,920
Transfer From Provision Building Acquisition		0	0
SURPLUS (DEFICIT) FOR THE YEAR		215,674	72,920

STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER, 2010**ACCUMULATED FUNDS**

Represented by Net Assets as follows

CURRENT ASSETS

Cash	517,413	366,117
Receivables	119,246	118,511
Investments	2,517,449	2,349,636

NON CURRENT ASSETS

Fixed Assets	4,597,903	4,619,664
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TOTAL NON CURRENT ASSETS

TOTAL ASSETS	7,752,011	7,453,928
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LESS: LIABILITIES**CURRENT LIABILITIES**

Payables	326,694	379,550
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NON CURRENT LIABILITIES

Provisions	380,000	289,000
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TOTAL LIABILITIES

TOTAL LIABILITIES	706,694	668,550
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NET ASSETS	7,045,317	6,785,378
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STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER, 2010**Cash Flow From Operating Activities**

Receipts from Members	3,392,626	2,929,458
Interest & Dividends	158,621	124,815
Rent Received	86,392	102,661
Payments to suppliers and employees	(3,273,349)	(2,909,920)
Operating Activities (net cash provided by)	364,290	247,014

Cash Flows from Investment Activities

Payments for Buildings	0	0
Payments for Plant & Equipment	(111,768)	(61,439)
Proceeds (Payments) for plant	40,453	10,909
Proceeds/(Payments) for Buildings		
Sick & Accident Fund	772	198
Mortality Fund	290	74
Retirement Fund	207	53
Payment on Non Cash Deposits	50	150
Investing Activities (Cash provided by (used in))	(69,996)	(50,055)

Cash Flow from Financing Activities

Increase (decrease) in Reserves	45,532	49,616
Financing Activities (Cash provided by)	45,532	49,616
Net increase (decrease) in Cash Held	339,826	246,575
Cash at Beginning of Year	2,476,691	2,230,116
Cash at End of Year	2,816,517	2,476,691

NOTE 1: BASIC PREPARATION OF THE CONCISE FINANCIAL REPORT

The concise financial report has been prepared in accordance with Accounting Standards and the Fair Work (Registered Organisations) Regulations 2009.

The financial statements, specific disclosures and other information included in the concise financial report are derived from and are consistent with the full report of the Australian Rail Tram and Bus Industry Union, Queensland Branch Council. The concise financial report cannot be expected to provide as detailed an understanding of the financial performance, financial position and financing and investment activities of Australian Rail Tram and Bus Union, Queensland Branch Council as the full financial report.

The accounting policies have been consistently applied by the entity and are consistent with those of the previous financial year.

NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

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], [2], of Section 272 of which reads as follows:

[1] A member of a reporting unit, or a Registrar, 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).

INDEPENDENT AUDIT REPORT

To the members of the Australian Rail Tram and Bus Industry Union, Queensland Branch,

SCOPE

I have audited the concise financial report of Australian Rail Tram and Bus Industry Union, Queensland Branch for the financial year ended 31 December, 2010 comprising the Committee of Management's Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and notes to the financial statements. The Committee of Management is responsible for the financial report. I have conducted an independent audit of this financial report in order to express an opinion on it to the members.

My audit has been conducted in accordance with Australian Accounting Standards to provide a reasonable assurance whether the concise financial report is free of material misstatement. I have also performed an independent audit of the full financial report of Australian Rail Tram and Bus Industry Union, Queensland Branch for the year ended 31 December, 2010. My audit report on the full financial report was signed on 7th May 2011 and was not subject to any qualification.

The procedures in respect of the audit of the concise financial report included testing that the information in the concise financial report is consistent with the full financial report, and examination, on a test basis, of evidence supporting the amounts, discussion and analysis, and other disclosures which are not only directly derived from the full financial report. These procedures have been undertaken to form an opinion whether, in all material respects, the concise financial report is presented fairly in accordance with Accounting Standards and the Workplace Relations Act 1996.

AUDIT OPINION

In my opinion, the concise financial report of the Australian Rail Tram and Bus Industry Union, Queensland Branch complies with Accounting Standards and the Fair Work (Registered Organisations) Act of 2009.


.....

A. BELLOTTI

DATE 7th May 2011

**AUSTRALIAN RAIL TRAM & BUS INDUSTRY UNION
QUEENSLAND BRANCH
CONCISE FINANCIAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2010**

Discussion and Analysis of the Financial Statements

Information on the Australian Rail Tram and Bus Industry Union, Queensland Branch Council Concise Financial Report

The financial statements and disclosures in the concise financial report have been derived from the 2010 financial report of the Australian Rail Tram and Bus Industry Union, Queensland Branch.

A copy of the full financial report and auditors report can be sent to any members, free of charge, upon request.

This discussion and analysis is provided to assist members in understanding the concise report. The discussion and analysis is based on the Australian Rail Tram and Bus Industry Union, Queensland Branch 2010 financial report.

Statement of Financial Performance.

The profit attributed to members this year is \$215,674 compared to a surplus of \$72,921 in 2009. This surplus is due in main to the profit of increased revenue via membership subscriptions, a slight increase in interest revenue and the voluntary levy for Antiprivatisation.

Statement of Financial Position

Total assets decreased by \$21,760 due to write off of equipment in current assets. Total liabilities increased by \$259,939 due to an increase in provisions. As a consequence members funds increased by \$476,301 from the 2009 year.

Statement of Cash Flows

Cash flow from operating activities increased from \$117,195 as at 31 December, 2009 to \$364,290 as at 31st December, 2010. This increase was as a result of: increased revenue union subscriptions and interest on dividends.

OPERATING REPORT

This Operating Report covers the activities of the Australian Rail Tram & Bus Union (Queensland) Branch, for the calendar year 1 January, 2010 to 31st December, 2010, the results of those activities and any significant changes in the nature of those activities during the year as required under **s.254 Fair Work (Registered Organisations) Act 2009**.

1. Principal Activities and Results of the Activities of the Branch Council

- To conduct a campaign against the threat to regional Queensland Rail Operations particularly in respect to non bulk and livestock. This campaign is will be directed against Queensland Rail and the Government's withdrawal from such operations. The campaign seeks the continuation and intensify its campaign to protect members' jobs and maintain a strong rail footprint in regional Queensland.
- The RTBU continues to support the Queensland Council of Unions for the return of the wages stolen from our indigenous brothers and sisters.
- The RTBU condemns relay working by any company within Queensland. The RTBU continues with its position of opposition in recognition to the damage and effect this has on the lifestyle and the health of rail workers.

2. Details of Any Significant Changes in Financial Affairs.

Significant changes in the Branch Office financial affairs include an increase in revenue through membership subscriptions, interest generated from investments and a slight increase in rental property revenue.

3. Details of The Rights of Members to Resign Affairs.

All members of the RTBU (Qld) have the right to resign from the union in accordance with **Rule 14, Resignation from Membership**, of the *Rules of the Rail Tram & Bus Union* and Section 174 of the Fair Work (Registered Organisations) Act 2009. This is by providing notice addressed and delivered to the Secretary of the Queensland Branch, including via email.

4. Details of Officers and Members Who Hold Positions As Trustees Or Company Directors.

To the best of our knowledge and belief, no officer of the organization, by virtue of their office of the Rail Tram & Bus Union Branch Council held positions as trustees or company directors.

5. Prescribed Information

Number of Members

As at the 31st December, 2010 there were 8,223 members of the RTBU (Qld) Branch.

Number of Employees

As at the 31st December, 2010 the RTBU (Qld) Branch employed thirteen (13) full-time employees and four (4) part-time employees with a total number of 14.4 employees on a full-time equivalent basis.

POSITION	NO OF EMPLOYEES (FULL TIME)	NO OF EMPLOYEES (PART TIME)
Elected Paid Officials	3	
Offices of the Union	6	1(0.4)
Office Manager	1	
Clerical Support	3	1 (0.6) 1 (0.4) 1 (0.2)

Members Of the Committee Of Management

The members of the Branch Council during the year ending 31 December, 2010:

<i>Division/Union Position</i>	<i>Name</i>	<i>Period of Employment</i>
Branch Executive		
Branch President	B Mackie	01/01/2010-31/12/2010
Branch Senior Vice-President	L Moffitt	01/01/2010-31/12/2010
Branch Junior Vice-President	C Allen	01/01/2010-31/12/2010
Branch Junior Vice-President	N Morris	01/01/2010-31/12/2010
Branch Junior Vice-President (Bus)	T Brown	01/01/2010-31/12/2010
Branch Secretary	O Doogan	01/01/2010-31/12/2010
Assistant Branch Secretary	D Matters	01/01/2010-31/12/2010


OWEN DOOGAN
BRANCH SECRETARY

6th May 2011



FAIR WORK
AUSTRALIA

11 January 2011

Mr Owen Doogan
Branch Secretary
Australian Rail, Tram and Bus Industry Union - Queensland Branch
peter.allen@rtbu.com.au

Dear Mr Doogan,

**Lodgement of Financial Documents for year ended 31 December 2010 [FR2010/2855]
Fair Work (Registered Organisations) Act 2009 (the RO Act)**

The financial year of the Australian Rail, Tram and Bus Industry Union - Queensland Branch (the "reporting unit") has recently ended. This is a courtesy letter to remind you of the obligation to prepare and process the reporting unit's financial documents. The full financial report must be lodged with Fair Work Australia within a period of 6 months and 14 days of the end of the financial year.

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. The attached *Timeline/Planner* summarises these requirements, but I also describe the sequence here.

When the accounts have been prepared ready for the auditor, you or other officers of the Committee of Management must complete, sign and date a "Committee of Management Statement". This Statement effectively approves the accounts for audit and is usually completed at a "first" Committee meeting.

When the auditor has completed his or her audit, he or she must sign and date the "Auditor's Report". The signing and dating of the Auditor's Report may coincide with the date of the "first" Committee Meeting.

Only when the Auditor's Report has been signed and dated is the financial report ready for distribution or publication for the members. This is because the members must be able to see that the report has been audited.

The final event is a formal presentation of the financial report to a "second" meeting. This can be a general meeting of the members, or a separate meeting of the Committee. A general meeting of the members is the default format unless your rules provide for members to petition a special general meeting to consider the report, in which case you can avail itself of the convenience of a Committee meeting instead (see s266).

If you intend to present the report to a general meeting, you must not hold the meeting until at least 21 days have elapsed since distributing or publishing the report to your members. (see s265(5)) If you intend and are permitted to present the report to a Committee meeting, this can be held at any time after the Auditor has signed his report. But this must be a "second" Committee meeting, separate from that at which the various documents were originally signed.

The documents must be lodged within 14 days of the "second" meeting. Your Certificate should provide the date the report was distributed/made available to the members and the date of presentation to the "second" meeting. This will enable Fair Work Australia to be satisfied that you have complied with the relevant sections of the Act

For additional information, if you need it, financial reporting fact sheets and sample documents can be found on our Fair Work Australia website (www.fwa.gov.au). You will find that the legislative requirements remain largely unchanged to that of the former requirements under Schedule 1 of the Workplace Relations Act 1996. The information can be viewed at [FWA Registered Organisations Fact Sheets](#)

This office encourages you to lodge all financial reports electronically (e.g. as pdf files) at RIASydney@fwa.gov.au. Alternatively, you can forward the documents by fax to (02) 9380 6990 .

If you need any further information or if you believe you will be unable to lodge the full financial report within the period mentioned above please contact me on (02) 8374 6666 or by email at RIASydney@fwa.gov.au.

Yours sincerely,



Steve Teece
Registered Organisations – New South Wales
Fair Work Australia

TIMELINE/ PLANNER

Financial reporting period ending:	/ /
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Prepare financial statements and Operating Report.
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(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.	/ /
(b) A #designated officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).	

As soon as practicable after end of financial year

Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /
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*Within a reasonable time of having received the GPFR
(NB: Auditor's report must be dated on or after date of Committee of Management Statement)*

Provide full report free of charge to members – s265 The full report includes: <input type="checkbox"/> the General Purpose Financial Report (which includes the Committee of Management Statement); <input type="checkbox"/> the Auditor's Report; and <input type="checkbox"/> the Operating Report.	/ /
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*(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting,
or
(b) in any other case including where the report is presented to a Committee of Management meeting*, the report must be provided to members within 5 months of end of financial year.*

Present full report to:	
(a) General Meeting of Members - s266 (1),(2); OR	/ /
(b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3)	/ /

Within 6 months of end of financial year

Within 6 months of end of financial year

Lodge full report with Fair Work Australia, together with the #Designated Officer's certificate** – s268	/ /
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Within 14 days of meeting

* the full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

The Committee of Management Statement and the Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the statement or certificate – s243.

++ The Designated Officer's certificate must state that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. The certificate cannot be signed by a non-elected official.