



27 April 2020

Steve Baker
Branch Secretary
The Australian Workers' Union - Queensland Branch

Sent via email: secretary@awu.org.au

cc: aaron.santelises@awu.org.au
daniel.walton@nat.awu.net.au

Dear Steve,

**The Australian Workers' Union - Queensland Branch
Financial Reports for the years ended 30 June 2014 (FR2014/217), 30 June 2015
(FR2015/343), 30 June 2016 (FR2016/261) and 30 June 2017 (FR2017/207)**

I acknowledge that on 2 April 2020, the Registered Organisations Commission (**ROC**) received your response, including a range of financial and other documents, to my request for further information dated 19 February 2020 concerning the administrative arrangements of the Queensland Branch (**the reporting unit**) during 2014 – 2017.

As you are aware, the ROC's concerns about the administrative arrangements of the reporting unit include:

- (a) Why the reporting unit was lodging applications under section 269 for the financial years ended 30 June 2014 and 30 June 2015 when it has become evident that the reporting unit did have financial affairs;
- (b) What statements or claims were made in those applications which led to the then regulator, the Fair Work Commission, issuing the section 269 certificates;
- (c) What, if any, action is required to revoke the section 269 certificates for the financial years ended 30 June 2014 and 30 June 2015;
- (d) Whether an investigation or inquiry under section 330 or section 331 should be conducted to address these issues; and
- (e) What issues the reporting unit may have intentionally failed to disclose which were alluded to in the email of 29 February 2019 from the reporting unit's financial manager (inadvertently provided to the ROC on 29 February 2019).

The information you have recently provided is currently the subject of assessment by staff of the ROC and I will provide a further response once the assessment has progressed.

Transparency for members of the AWU

For the purpose of transparency to the members of the reporting unit, I advise that we will be uploading the following correspondence to the financial reports pages of the reporting unit for the years 2014 – 2017 inclusive:

- this letter;
- our letters to you dated 19 February 2020 and 25 February 2020; and
- an email dated 21 February 2020 from the reporting unit to the ROC.

We consider that this approach is consistent with the practice of publishing the financial reports of reporting units.

For ease of reference, I have attached copies of each of the documents we will be uploading on the relevant financial report pages of the reporting unit. You will note that we have redacted parts of our letter to you dated 19 February 2020 which relates to the email provided to the ROC (apparently inadvertently) from the reporting units' financial manager dated 29 February 2019.

While we review the financial and other documents you provided on 2 April 2020, we do not propose to include them among the material uploaded to our website. However if the reporting unit would prefer that information (or any other correspondence) be included in the materials uploaded to the website, please provide that advice and we would be happy to consider any such request.

In the meantime, if you have any queries please contact Joanne Fenwick on (03) 9603 0731 or via email at joanne.fenwick@roc.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'CE', with a small dash at the end.

Chris Enright
Executive Director
Registered Organisations Commission



25 February 2020

Aaron Santelises
Industrial Advocate and Legal Advisor
The Australian Workers' Union - Queensland Branch

Sent via email: aaron.santelises@awu.org.au
secretary@awu.org.au

Dear Aaron,

The Australian Workers' Union - Queensland Branch
Financial Reports for the years ended 30 June 2014 (FR2014/217), 30 June 2015 (FR2015/343), 30 June 2016 (FR2016/261) and 30 June 2017 (FR2017/207)

I acknowledge receipt of the email you sent to the Registered Organisations Commission (**ROC**) financial reporting specialist on 21 February 2020.

The email was in response to the correspondence the Australian Workers' Union Queensland Branch (the **reporting unit**) received from the Executive Director of the ROC, Chris Enright, on 19 February 2020.

In your email, you have requested an extension of time to provide the ROC with the following:

1. Provide an understanding of the decision making process of the reporting unit's committee of management which determined that a section 269 application for the financial years ended 30 June 2014 and 30 June 2015 was appropriate;
2. Provide copies of the credit card statements for the period 20 January 2014 – 7 February 2014;
3. Provide copies of pages 2 and 3 of the credit card statement for the period 8 February 2014 – 27 February 2014;
4. Provide copies of the credit card statements for the period 1 July 2016 – 17 March 2017;
5. Identify any credit card transactions during the period 20 January 2014 – 17 March 2017 that relate to either personal use or use for another entity or person (i.e. expenditure that did not pertain to the reporting unit); and
6. Identify any financial transactions reported in the reporting unit's financial reports for the periods ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017 that another entity undertook on behalf of the reporting unit.

The ROC had requested the provision of this information by Thursday 5 March 2020. Your email requests to extend this timeframe by 8 weeks to Wednesday 29 April 2020.

In requesting this extension, you have provided information on the circumstances that the reporting unit considers to support the granting of additional time. In reviewing this request, I have taken into consideration this information. I have also taken into consideration that the financial reports, which

relate to the request for information, have been prepared and audited within the last 12 months and I would therefore assume that the records would be readily accessible and recently analysed. Finally, I have taken into account the nature of the request to ensure that a reasonable time is allowed for the reporting unit to review and identify any relevant transactions, balanced with the need to ensure that these matters are progressed reasonably and resolved as soon as possible.

Based on the above, I grant the reporting unit an extension of time to provide the requested documents and information to the ROC until **Thursday 2 April 2020**. I am satisfied that this four week extension from the originally requested date is more than adequate having regard to the nature of the above requests, and that this is still more than five weeks away.

If you have any queries please contact Joanne Fenwick on (03) 9603 0731 or via email at joanne.fenwick@roc.gov.au.

Yours sincerely



Patrick Coyle
Executive Director (A/g)
Registered Organisations Commission

Archived: Wednesday, 15 April 2020 10:28:48 AM

From: [Aaron Santelises](#)

Sent: Fri, 21 Feb 2020 17:14:03

To:
Subject: FW: The Australian Workers' Union - Queensland Branch [SEC=OFFICIAL]

Sensitivity: Normal

Attachments:

[Letter to AWU Qld Branch 19 Feb 2020.pdf](#)

Dear Ms Fenwick,

We are in receipt of the enclosed correspondence dated 19 February 2020 ('your correspondence').

We note that you have requested a series of items and responses regarding the credit card of The Australian Workers' Union – Queensland Branch between 2014 and 2017, and the section 269 of the *Fair Work (Registered Organisations) Act 2009* (Cth) applications that were conducted for the financial years ending 30 June 2014 and 2015.

In particular, we note that the questions you have put forward in your correspondence are in relation to matters that:

- a. have occurred over four years;
- b. includes a review of a substantial amount of records being the credit card statements over four years; and
- c. overall, reviewing potentially records of The Australian Workers' Union – Queensland Branch over four years that are beyond the credit card statements.

In consideration of the items above it is a substantial list of items and questions that you have put forward to us, and as such we request an extension be provided on **5pm, Wednesday, 29 April 2020**.

If you have any questions about the items above, please let me know via email or (07) 3221 8844.

Kind regards,

Aaron Santelises
Industrial Advocate and Legal Advisor | The Australian Workers' Union
Level 13, 333 Adelaide Street, Brisbane Qld 4000
Ph. 07 3221 8844 | Mob. 0447 332 934 | Fax. 07 3221 8700 | www.qld.awu.net.au



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Steve Baker
Secretary, Queensland AWU
GPO Box 88
BRISBANE QLD 4001

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Aaron Santelises
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The Australian Workers' Union Queensland
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Steve Baker
Secretary, Queensland AWU
GPO Box 88
BRISBANE QLD 4001

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From: FENWICK, Joanne <Joanne.Fenwick@roc.gov.au>
Sent: Wednesday, 19 February 2020 3:24 PM
To: Secretary AWU Queensland Branch <secretary@awu.org.au>
Subject: The Australian Workers' Union - Queensland Branch [SEC=OFFICIAL]

OFFICIAL

Dear Steven

Please find attached correspondence from the Registered Organisations Commission Executive Director, Chris Enright.

Regards

JOANNE FENWICK

Financial Reporting Specialist
Registered Organisations Commission

Tel: (03) 9603 0731
joanne.fenwick@roc.gov.au
www.roc.gov.au

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Australian Government
Registered Organisations Commission

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19 February 2020

Steve Baker
Secretary - QLD Branch
The Australian Workers' Union - Queensland Branch

Sent via email: secretary@awu.org.au

Dear Steve,

The Australian Workers' Union - Queensland Branch
Financial Reports for the years ended 30 June 2014 (FR2014/217), 30 June 2015 (FR2015/343), 30 June 2016 (FR2016/261) and 30 June 2017 (FR2017/207)

As you will be aware from our correspondence to you on 13 December 2019, the Registered Organisations Commission (**ROC**) has filed the financial reports for the Australian Workers' Union Queensland Branch (the **reporting unit**) for the periods ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017.

In the 13 December 2019 correspondence, our financial reporting specialist advised you that:

'The ROC identified in 2017, that since 2014 the 'Australian Workers' Union of Employees, Queensland', the associated State body of the reporting unit (the associated State body), did not encompass the reporting unit's financial affairs, as previously asserted by the reporting unit.'

The reporting unit had applied for and been issued with, section 269 certificates stating that the financial affairs of the reporting unit were encompassed by the financial affairs of the associated State body for the financial years ended 30 June 2014 and 30 June 2015. It is now apparent that these applications did not reflect the actual administrative arrangements.

Matters for consideration

Now that the substantial work has been completed in order to provide transparency and accountability, including our review of the draft financial reports provided by the reporting unit, and the relevant financial reports have been filed, it is now time to turn to the issues which remain to be resolved, including:

- (a) Why the reporting unit was lodging applications under section 269 for the financial years ended 30 June 2014 and 30 June 2015 when it is now evident that the reporting unit did have financial affairs;
- (b) What statements or claims were made in those applications which led to the then regulator, the Fair Work Commission, issuing the section 269 certificates;
- (c) What, if any, action is required to revoke the section 269 certificates for the financial years ended 30 June 2014 and 30 June 2015;
- (d) Whether an investigation or inquiry under section 330 or section 331 should be conducted to address these issues.

A further concern to the ROC relates to the contents of an email that our financial reporting specialist received from the reporting unit's Finance Manager, Mark Goodey, on 28 February 2019 following on from correspondence provided on various draft financial reports. The contents of the email are as follows:

[REDACTED]

I acknowledge from its contents that the email does not appear to have been intended for the ROC but nonetheless, it is the email's authorship by the financial manager of the reporting unit which potentially elevates its character to some significance. While I also acknowledge that the reporting unit has co-operated with the ROC by providing relevant documentation in relation to our initial inquiries into this matter, an interpretation which is open on the face of this email, is that full disclosure into the administrative arrangements and financial affairs of the reporting unit may not have been provided to the regulator.

I refer in particular to the penultimate and final paragraphs of the email which refer to [REDACTED] and [REDACTED].

Information provided to date

The reporting unit provided the ROC with copies of credit card statements, bank statements and general ledger extracts during August 2018 and September 2018. Unfortunately the credit card statements were incomplete. The reporting unit's credit card was closed on 17 March 2017 however, the documentation relating to the period 1 July 2016 – 17 March 2017 was not provided with the other documents during August and September 2018. Credit card statements for the period 20 January 2014 – 7 February 2014 and pages 2 and 3 of the credit card statement for the period 8 February 2014 – 27 February 2014 were also not included in the provided documents.

I can advise that the ROC has reviewed the provided credit card statements, bank statements and general ledger extracts and undertaken a reconciliation against the reporting unit's financial statements for the periods ended 30 June 2014, 30 June 2015 and 30 June 2016. For each financial year the expenditure total reported in the financial statements did not match the transaction totals within the credit card statements provided.

Seeking further assistance

As I have indicated above, a number of issues remain to be resolved, including whether an inquiry or investigation under section 330 or section 331 should be conducted. In order to assist the ROC to make an informed decision on the course of action to follow, if any, under section 330 or 331, I am seeking your assistance in understanding the administrative arrangements of the reporting unit during 2014 – 2017. In particular, I would appreciate if you could:

1. Provide an understanding of the decision making process of the reporting unit's committee of management which determined that a section 269 application for the financial years ended 30 June 2014 and 30 June 2015 was appropriate;
2. Provide copies of the credit card statements for the period 20 January 2014 – 7 February 2014;
3. Provide copies of pages 2 and 3 of the credit card statement for the period 8 February 2014 – 27 February 2014;
4. Provide copies of the credit card statements for the period 1 July 2016 – 17 March 2017;
5. Identify any credit card transactions during the period 20 January 2014 – 17 March 2017 that relate to either personal use or use for another entity or person (i.e. expenditure that did not pertain to the reporting unit); and
6. Identify any financial transactions reported in the reporting unit's financial reports for the periods ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017 that another entity undertook on behalf of the reporting unit.

I request that this information be to the ROC at regorgs@roc.gov.au by **Thursday 5 March 2020**.

If you have any queries regarding this letter in the interim, please contact Joanne Fenwick on (03) 9603 0731 or via email at joanne.fenwick@roc.gov.au.

Yours sincerely



Chris Enright
Executive Director
Registered Organisations Commission



13 December 2019

Steve Baker
Secretary - QLD Branch
The Australian Workers' Union - Queensland Branch

Sent via email: secretary@awu.org.au
CC: mark.goodey@awu.org.au
Matthew.Green@hanrickcurran.com.au

Dear Steve,

**The Australian Workers' Union - Queensland Branch
Financial Reports for the years ended 30 June 2014 (FR2014/217), 30 June 2015
(FR2015/343), 30 June 2016 (FR2016/261) and 30 June 2017 (FR2017/207)**

I refer to the abovementioned financial reports for the Australian Workers' Union Queensland Branch (the **reporting unit**) which have been the subject of ongoing discussions between the Registered Organisations Commission (the **ROC**) and the reporting unit since 2017.

The ROC identified in 2017, that since 2014 the 'Australian Workers' Union of Employees, Queensland', the associated State body of the reporting unit (the **associated State body**), did not encompass the reporting unit's financial affairs, as previously asserted by the reporting unit. The reporting unit had applied for and was issued with, section 269 certificates stating that the financial affairs of the reporting unit were encompassed by the financial affairs of the associated State Body for the financial years ended 30 June 2014 and 30 June 2015. It is now apparent that these applications did not reflect the actual administrative arrangements.

The ROC has reviewed a number of draft financial reports for the abovementioned financial years with a final signed copy of these reports, that have been provided to members and presented to a meeting, lodged with the ROC on 11 April 2019.

The financial reports have now been filed. You are not required to take any further action in respect of the reports lodged.

Please note that the filing of these financial reports does not limit the ROC from making further enquiries into (or taking further action regarding) the administrative arrangements and state of affairs of the reporting unit during this time, and in particular, the information provided by the reporting unit in its initial section 269 applications for the years ended 30 June 2014 and 30 June 2015. Accordingly, we will correspond with you further regarding those issues.

If you have any queries regarding this letter in the interim, please contact me on (03) 9603 0731 or via email at joanne.fenwick@roc.gov.au.

Yours sincerely

Joanne Fenwick
Financial Reporting Specialist
Registered Organisations Commission

The Australian Workers' Union, Queensland Branch

ABN: 95 939 872 984

Financial Statements

For the Year Ended 30 June 2015

The Australian Workers' Union, Queensland Branch

ABN: 95 939 872 984

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For the Year Ended 30 June 2015

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Designated Officer's Certificate
30 June 2015

I, Stephen Kenneth Baker being the Branch Secretary of The Australian Workers' Union, Queensland Branch (Branch), do hereby certify that:

- (a) the documents lodged herewith are copies of the Branch report for The Australian Workers' Union Queensland Branch for the period ended 30 June 2015 referred to in section 268 of the *Fair Work (Registered Organisations) Act 2009*; and
- (b) the Branch report was provided to members of the Branch on 11 March 2019; and
- (c) the Branch report was presented to a meeting of the Committee of Management on 2nd April 2019, in accordance with section 268 of the *Fair Work (Registered Organisations) Act 2009*.



Stephen Kenneth Baker
Branch Secretary

Date: 2nd April 2019

Brisbane, Queensland

Operating Report 30 June 2015

The Committee of Management (**Committee**) presents the Branch report for the financial year ended 30 June 2015.

Names of members of the Committee

The following were members of the Committee for the entire reporting period unless indicated otherwise:

Mr B Swan	Mr D Bulow	Mr P Gunsberger	Mr T Spence
Mr K Ballin	Mr A Beers	Mr P Robertson	Ms M Chambers (nee Williams)
Ms T Sharpe	Mr S Baker	Mr R. Stockham	Mr D Liston

During the year the following members ceased to be on the Committee:

Mr T Sullivan – resigned 15 June 2015

During the year the following members were appointed to the Committee:

Mr D Liston – appointed 15 June 2015

All the members above are elected officers of the Branch conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

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

The principal activities of the Branch continued to be branch activities of a registered trade union working for the benefit of its members through negotiating enterprise bargaining agreements, varying awards, representing members before industrial tribunals, training of delegates and members in workplace health and safety, workplace organising, recruitment and public promotion of the interests of members.

The branch activities include Branch travel and accommodation, functions and events, donations, meetings, filing fees and administration. The Branch operates a bank account and a credit card facility with the Commonwealth Bank of Australia which it uses to settle payments made in relation to these activities. The State Union is not a registered organisation under the *Fair Work (Registered Organisations) Act 2009*.

There were no significant changes to these Branch activities during the year.

Results

The results of the Branch show that the Branch made a small loss for the financial year. There was also significant increases in the travel and accommodation expenses during the year, which was a result of dealing with matters at national level.

Significant changes in financial affairs

The Branch made a loss for the year of \$9,948. With this exception, there were no other significant changes to the financial affairs of the Branch during the year.

Right of members to resign

The right of Union members to resign from the Queensland Branch is set out in Rule 14 of The Australian Workers' Union Rules as registered under the *Fair Work (Registered Organisations) Act 2009* which states as follows:

1. A member may resign membership of the Union by notice in writing. Notice addressed to an Officer of the relevant Branch of the Union must be signed by the member and provided to the Union by mail, facsimile, email or in person.
2. A notice of resignation that has been received by an Officer of the Branch of the Union is not invalidated by reason of the fact that it has not been addressed and delivered in accordance with sub-rule (1) if the member is informed in writing by the Union that the resignation has been accepted.
3. Resignation or notice of resignation does not lessen the member's obligation to pay to the Union any sum which becomes payable prior to the member's resignation.

4. A notice of resignation of membership takes effect:

- (a) Where the member ceases to be eligible to become a member of the Union:
 - i. on the day on which the notice is received; or
 - ii. on the day specified in the notice which is a day not earlier than the day when the member ceases to be eligible to become a memberwhichever is the later; or
- (b) In any other case:
 - i. at the end of two weeks after the notice is received; or
 - ii. on the day specified in the noticewhichever is the later.

Officers & employees who are Superannuation fund trustee(s) or director of a company that is a Superannuation fund trustee

Those who hold a position or trustee or director of any entity, scheme or company as described in section 254(2)(d) of the *Fair Work (Registered Organisations) Act 2009*, where a criterion of such an entity is that the holder of such position must be a member or an official of a registered organisation are as follows:

Mr B Swan	Director of Sunsuper Pty Ltd	Appointed: 8 July 2013
Ms C Mullen	Director of AustSafe Pty Ltd	Appointed: 31 October 2013
Ms T Sharpe	Director of AustSafe Pty Ltd	Appointed: 12 December 2013
Mr T Spence	Chair of Australian Super Qld Advisory Board	Appointed: 20 March 2014
Mr K Ballin	Director of AustSafe Pty Ltd	Appointed: 1 July 2009

Number of members

Members who join the Australian Workers' Union of Employees Queensland (State Union) simultaneously become members of the Branch. The number of persons held in the register of members as at the end of the financial year who were financial members were 26,091 (2014: 32,494) and unfinancial members were 12,119 (2014: 17,183).

Number of employees

The Branch does not employ any staff members directly. Branch activities undertaken by the Branch use the resources of the State Union.

Signed in accordance with a resolution of the Committee:


Stephen Kenneth Baker
Branch Secretary

Date: 11 March 2019

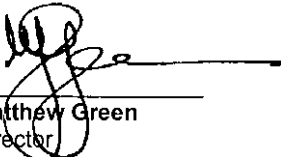
Brisbane, Queensland

**Auditor's Independence Declaration to the Committee of The Australian Workers' Union,
Queensland Branch**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2015, there have been:

- (i) no contraventions of the auditor independence requirements as set out in the APES 110 *Code of Ethics for Professional Accountants* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

Mazars Audit (QLD) Pty Limited
Authorised Audit Company: 338599



Matthew Green
Director

Brisbane, 2 April 2019

Registration number (as registered by the RO Commissioner under the RO Act): AA2017/147

Committee of Management Statement
30 June 2015

On the 11 March 2019, the Executive Committee of The Australian Workers' Union, Queensland Branch passed the following resolution in relation to the general purpose financial report of the Branch for the year ended 30 June 2015:

The Committee declares that in its opinion:

- (a) the financial statements and notes comply with Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Commissioner of the Registered Organisations Commission;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the general purpose financial report relates and since the end of that year:
 - (i) meetings of the Committee were held in accordance with the rules of the organisation including the rules of a branch concerned;
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned;
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the *Fair Work (Registered Organisations) Act 2009*;
 - (iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation;
 - (v) where information has been sought in any request by a member of the reporting unit or Commissioner duly made under section 272 of the *Fair Work (Registered Organisations) Act 2009* has been provided to the member or Commissioner; and
 - (vi) where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the *Fair Work (Registered Organisations) Act 2009*, there has been compliance; and
- (f) no revenue has been derived by the Branch from undertaking any recovery of wages activity during the financial year ending 30 June 2015.

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


Stephen Kenneth Baker
Branch Secretary

Date: 11 March 2019

Brisbane, Queensland

**Statement of Comprehensive Income
For the Year Ended 30 June 2015**

	2015	2014
	\$	\$
Revenue		
Capitation fees and other revenue from another reporting unit	-	-
Compulsory Levies	-	-
Contributions received	227,896	116,326
Interest	67	241
Total revenue	<u>227,963</u>	<u>116,567</u>
Expenses		
Capitation fees and other expenses from another reporting unit	-	-
Affiliation fees	-	-
Levies	-	-
Administration expenses	19,156	9,708
Grants or donations	3,500	52,500
Legal costs	4,418	1,734
Other	210,837	41,861
Total expenses	<u>237,911</u>	<u>105,803</u>
Profit (loss) for the period	<u>(9,948)</u>	<u>10,764</u>
Other comprehensive income for the period		
Items that will not be reclassified subsequently to profit or loss		
Gain on revaluation of land and buildings	-	-
Total comprehensive income for the period	<u>(9,948)</u>	<u>10,764</u>

Statement of Financial Position
As at 30 June 2015

	2015	2014
Note	\$	\$
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	4(a) -	6,792
Trade and other receivables	4(b) 7,079	5,949
Receivables from another reporting unit	4(c) -	-
TOTAL CURRENT ASSETS	<u>7,079</u>	<u>12,741</u>
TOTAL ASSETS	<u>7,079</u>	<u>12,741</u>
LIABILITIES		
CURRENT LIABILITIES		
Membership deductions subscriptions	-	-
Employee provisions	-	-
Legal costs	-	-
Payable to another reporting unit	-	-
Trade payables	5(a) 4,286	-
Other payables	5(b) 1,977	1,977
TOTAL CURRENT LIABILITIES	<u>6,263</u>	<u>1,977</u>
TOTAL LIABILITIES	<u>6,263</u>	<u>1,977</u>
NET ASSETS	<u>816</u>	<u>10,764</u>
EQUITY		
Retained earnings	<u>816</u>	<u>10,764</u>
TOTAL EQUITY	<u>816</u>	<u>10,764</u>

**Statement of Changes in Equity
For the Year Ended 30 June 2015**

	Retained Earnings \$	Total \$
Balance as at 1 July 2014	10,764	10,764
Profit (loss) for the year	(9,948)	(9,948)
	<hr/>	<hr/>
Balance as at 30 June 2015	816	816

	Retained Earnings \$	Total \$
Balance as at 1 July 2013	-	-
Profit (loss) for the year	10,764	10,764
	<hr/>	<hr/>
Balance as at 30 June 2014	10,764	10,764

Statement of Cash Flows
For the Year Ended 30 June 2015

	2015	2014
Note	\$	\$
OPERATING ACTIVITIES:		
Cash received		
Interest received	67	241
Contribution received from the Australian Workers' Union of Employees Queensland	226,766	116,326
Cash flow from other reporting units	-	-
Cash used		
Payments to suppliers	(233,625)	(109,775)
Net cash from (used by) operating activities	12(a) <u>(6,792)</u>	<u>6,792</u>
Net increase (decrease) in cash held	(6,792)	6,792
Cash and cash equivalents at beginning of the reporting period	6,792	-
Cash and cash equivalents at end of reporting period	4(a) <u><u>-</u></u>	<u><u>6,792</u></u>

**Receipts and Payments for Recovery of Wages
For the Year Ended 30 June 2015**

	2015	2014
	\$	\$
Cash assets in respect of recovery money at beginning of year	-	-
Receipts	-	-
Amount recovered from employers in respect of wages etc.	-	-
Interest received on recovered money	-	-
Total Receipts	<hr/>	<hr/>
	-	-
Payments	-	-
Deductions of amounts due in respect of membership for:	-	-
- 12 months or less	-	-
- greater than 12 months	-	-
Deductions of donations or other contributions to accounts or funds of:	-	-
- the union	-	-
- other entity	-	-
Deductions of fees or reimbursements of expenses	-	-
Payments to workers in respect of recovered money	-	-
Total Payments	<hr/>	<hr/>
	-	-
Cash assets in respect of recovery money at end of year	<hr/>	<hr/>
	-	-
Numbers of workers to which the monies recovered relates to	-	-
Aggregate payable to workers attributable to recovered monies but not yet distributed	-	-
Payable balance	-	-
Number of workers the payable relates to	-	-
Fund or account operated for recovery of wages	-	-

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

1 Summary of Significant Accounting Policies

(a) Basis of preparation

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

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of this financial report are presented below. They have been consistently applied unless otherwise stated.

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

In accordance with arrangements between the Australian Workers' Union of Employees Queensland (State Union) and the Branch, the latter performs limited activities and functions. Accordingly, these financial statements have been prepared on the basis of reflecting those limited activities and functions for which the Branch is responsible.

(b) Going concern

In accordance with arrangements between the Branch and the State Union and as further detailed in Note 1(h), the State Union makes contributions as required to Branch to allow the Branch to undertake its activities and continue as a going concern.

In addition, and as detailed on Note 11, the Branch has ceased undertaking the activities referred to in the Operating Report subsequent to balance date. Accordingly, the Committee is of the opinion that the Branch will be able to pay its debts as and when they fall due.

The Branch's ability to continue as a going concern is not reliant on the financial support of another reporting unit and no other reporting unit has agreed to provide financial support to the Branch concerning its ability to continue as a going concern.

(c) Comparative amounts

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

(d) Significant accounting judgements and estimates

The Branch evaluates estimates and judgements incorporated into the financial report 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.

The Branch assesses impairment at each reporting date by evaluating conditions specific to the Branch that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. No impairment has been recognised in respect of the current year (2014: Nil).

No other accounting judgements and estimates have been applied in the preparation of the financial report.

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

1 Summary of Significant Accounting Policies (continued)

(e) Income tax

The Branch is exempt from income tax by virtue of *s50-45 of the Income Tax Assessment Act 1997*.

(f) Cash

Cash is recognised at its nominal amount. Cash and cash equivalents include cash on hand and deposits held at call with the bank.

(g) Financial instruments

The Branch is not exposed to any material financial risks through the use of financial instruments. The principal categories of financial instruments used by the Branch are the following:

- Cash
- Trade receivables
- Borrowing from the Australian Workers' Union of Employees Queensland

The Branch is not exposed to material liquidity or market risk in respect of the above financial instruments. It has policies in place to ensure that it has sufficient cash to allow it to meet its obligations when they become due and payable.

Cash is held with an Australian bank. Where cash flows allow, these amounts are held on deposit. The risk of changes in interest rates affecting future cash flows is not considered material. Any credit risk attaching to counterparties is also considered immaterial.

(h) Revenue and other income

Members who join the Australian Workers' Union of Employees Queensland (State Union) simultaneously become members of the Branch. Membership subscriptions and fees derived by the State Union are not recorded in the Branch.

Interest revenue is recognised on a proportional basis, taking into account the interest rate applicable to the financial assets.

The Branch did not receive any capitation fees, levies, donations and grants from any third parties.

Contribution income received from The Australian Workers' Union of Employees Queensland (State Union) is recognised as received. Monies received from the State Union are reported on the basis that:

- Monies are provided by the State Union to allow the Branch to undertake certain activities in accordance with the arrangements between the State Union and Branch; and
- There is no expectation by either the State Union or Branch that any of these monies are to be repaid.

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

1 Summary of Significant Accounting Policies (continued)

(i) New and amended standards and interpretations

The Union applied, for the first time, certain new and amended accounting standards and interpretations which are effective for annual periods beginning on or after 1 July 2014. The nature and the impact of each new standard and/or amendment have had no impact on the Union.

(j) New and amended standards and interpretations issued but not yet effective

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The Branch has decided not to early adopt these Standards. The following table summarises those future requirements and their impact on the Branch where the standards are relevant:

New/Revised Pronouncements	Nature of change	Impact
AASB 9 Financial Instruments (application date 30 June 2020)	The AASB has issued the complete AASB 9. The new standard includes revised guidance on the classification and measurement of financial assets, including a new expected credit loss model for calculating impairment, and supplements the new general hedge accounting requirements previously published. This supersedes AASB 9 (issued in December 2009-as amended) and AASB 9 (issued in December 2010).	The Union has not yet fully assessed the impact of AASB 9 as this standard does not yet apply mandatorily.
AASB 15 Revenue from Contracts with Customers (application date 30 June 2020)	The standard contains a single model that applies to contracts with customers and two approaches to recognising revenue: at a point in time or over time. The model features a contract-based five-step analysis of transactions to determine whether, how much and when revenue is recognised.	The Union has not yet determined the magnitude of any changes which may be needed.
AASB 16 Leases (Not applicable to AWU, QLD Branch)	Significant revisions to accounting for operational leases on balance sheet by lessees of property and high value equipment. However, exemptions for short-term leases and leases of low value assets will reduce the impact.	The Union has not yet determined the magnitude of any changes which may be needed.
AASB 1058 Income of Not-for-Profit Entities (application date 30 June 2020)	AASB 1058 replaces the income recognition requirements relating to private sector not-for-profit (NFP) entities, as well as the majority of income recognition requirements relating to public sector NFP entities previously reflected in AASB 1004 Contributions.	The Union has not yet determined the magnitude of any changes which may be needed.

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

	2015 \$	2014 \$
2. Income		
(a) Contribution income		
The Australian Workers' Union of Employees, Queensland	227,896	116,326
Total contribution received	<u>227,896</u>	<u>116,326</u>
(b) Interest		
Deposit	67	241
Total interest	<u>67</u>	<u>241</u>

The Branch did not receive any membership fees from members, capitation fees, levies, donations and grants from any third parties. Accordingly, there are no compulsory levies or voluntary contributions which have been invested in any assets. The Branch did receive financial support from the State Union.

The Branch did not receive any financial support from another reporting unit during the year.

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

	2015 \$	2014 \$
3. Expenses		
(a) Administration expenses		
Other	19,156	9,708
Total administration expense	<u>19,156</u>	<u>9,708</u>
(b) Grants or donations		
Grants		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Donations		
Total paid that were \$1,000 or less	1,000	-
Total paid that exceeded \$1,000 *	2,500	52,500
Total grants or donations	<u>3,500</u>	<u>52,500</u>
(c) Legal costs		
Litigation	-	-
Other legal matters	4,418	1,734
Total legal costs	<u>4,418</u>	<u>1,734</u>
(d) Other expenses		
Penalties (via the <i>Fair Work (Registered Organisations) Act 2009</i>)	-	-
Functions and events	13,535	4,000
License fees	567	127
Motor vehicle expense	27,722	11,847
Sundry expenses (including audit fees)	28,013	1,531
Advertising	22,265	6,647
Training and courses	-	7,800
Travel and accommodation	118,735	9,909
Total other expenses	<u>210,837</u>	<u>41,861</u>

The Branch did not incur any expenses as consideration for employers making payroll deductions from membership subscriptions, employee expenses, fees, allowances or expenses for attendance at meetings or conferences, pay any capitation or affiliation fees, or any levies to third parties. The Branch did receive financial support from the State Union.

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

	2015 \$	2014 \$
4. Current Assets		
(a) Cash and cash equivalents		
Cash at bank *	-	6,792
Total cash and cash equivalents	<u>-</u>	<u>6,792</u>

* The Branch operates a bank account and a credit card facility with the Commonwealth Bank of Australia. These facilities are used to settle financial commitments incurred by the Branch.

(b) Trade and other receivables		
Other receivables		
GST receivable from the Australian Taxation Office	7,079	5,949
Provision for doubtful debts	-	-
Total trade and other receivables	<u>7,079</u>	<u>5,949</u>

5. Current Liabilities

(a) Trade payables		
Trade creditors and accruals	4,286	-
Total trade payables	<u>4,286</u>	-
(b) Other payables		
Other	1,977	1,977
Total other payables	<u>1,977</u>	<u>1,977</u>
Total trade and other payables	<u>6,263</u>	<u>1,977</u>

The Branch does not have any receivable or payable balances with any reporting unit as at the end of the financial year.

The Branch does not employ either staff or officeholders, and consequently does not have any outstanding annual leave, long service leave, separation and/or redundancy or other employee provisions as at the end of the financial year.

The Branch does not have any outstanding legal costs, litigation or other matters, payable to any third parties as at the end of the financial year.

As the Branch did not incur any expenses in consideration for employers making payroll deductions of membership subscriptions, there are no amounts owing to employers as at the end of the financial year. Further there are no outstanding legal costs and expenses relating to litigation and other legal matters as at the end of the financial year.

The Branch did not acquire an asset or a liability during the financial year as a result of an amalgamation or a restructure of branches of the Branch, or as stated elsewhere in the financial report, the provision of financial support received from another reporting unit.

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

	2015 \$	2014 \$
6. Key Management Personnel Disclosures		
The totals of remuneration paid to the key management personnel of the Branch during the year are as follows:		
Short-term employee benefits		
Salary (including annual leave taken)	-	-
Annual leave accrued	-	-
Performance bonus	-	-
Total short-term employee benefits	<u>-</u>	<u>-</u>
Long-term employee benefits		
Long-service leave	-	-
Post-employment benefits		
Superannuation	-	-
Retirement provision	-	-
Total long-term employee benefits	<u>-</u>	<u>-</u>
Employee provisions		
Officeholders	-	-
Employees other than officeholders	-	-
Total employee provisions	<u>-</u>	<u>-</u>
7. Related Party Disclosures		
Borrowing from related parties	<u>-</u>	<u>-</u>
Total borrowing from related parties	<u>-</u>	<u>-</u>
Loans to related parties (receivables from other reporting units)	<u>-</u>	<u>-</u>
Total loans to related parties	<u>-</u>	<u>-</u>

During the year the Branch did not make a payment to a former related party of the reporting unit.

8. Financial Risk Management

The Branch is not exposed to material financial risks through its use of financial instruments. This note discloses the Branch's objectives, policies and processes for managing and measuring these risks. The Branch does not speculate in financial assets.

Financial instruments used

The principal categories of financial instrument used by the Branch are:

- Trade receivables
- Cash at bank
- Trade and other payables

Specific information regarding the mitigation of each financial risk to which the Branch is exposed is provided below.

Liquidity risk

Liquidity risk arises from the Branch's management of working capital. It is the risk that the Branch will encounter difficulty in meeting its financial obligations as they fall due.

The Branch's policy is to ensure that it will always have sufficient cash to allow it to meet its liabilities when they become due. Funding for short and long-term liquidity needs is additionally available through related parties.

The Branch's liabilities are current and are either expected to be settled with in normal trade terms (i.e., 30 days) or are at call liabilities.

Market risk

The Branch's exposure to market risk is limited to cash on deposit with Australian banks. Cash is deposited in floating rate, at-call accounts, where the risk of changes in interest rates affecting future cash flows is not considered material.

Credit risk

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in a financial loss to the Branch

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

Notes to the Financial Statements

For the Year Ended 30 June 2015

9. Remuneration of Auditors

Value of the services provided

Audit services – financial statements	5,000	1,000
Other services	-	
Total remuneration of auditors	5,000	1,000

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

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

Information to be provided to members or the Commissioner of the Registered Organisations Commission:

- (1) A member of a reporting unit, or the Commissioner of the Registered Organisations Commission, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

11. Events Occurring After the Reporting Date

The financial report was authorised for issue on 11 March 2019 by the Committee.

The Branch has ceased undertaking the activities referred to in the Operating Report subsequent to balance date.

Apart from the above no other matters have come to our attention that would significantly affect the operations of the Branch.

**Notes to the Financial Statements
For the Year Ended 30 June 2015**

	2015	2014
	\$	\$
12. Cash Flow Information		
(a) Reconciliation of result for the year to cash flows from operating activities		
Reconciliation of net income to net cash provided by operating activities		
Profit (loss) for the year	(9,948)	10,764
Cash flows excluded from profit (loss) attributable to operating activities	-	-
Non-cash flows in profit (loss)		
- depreciation	-	-
- net gain on disposal of property, plant and equipment	-	-
Changes in assets and liabilities		
- (increase)/decrease in trade and other receivables	(1,130)	(5,949)
- (increase)/decrease in prepayments	-	-
- increase/(decrease) in income in advance	-	-
- increase/(decrease) in trade and other payables	4,286	-
- increase/(decrease) in other creditors/accruals	-	1,977
Cash flows from operations	<u>(6,792)</u>	<u>6,792</u>

The Branch has not received or paid any capitation fees to another reporting unit.

The Branch has not received any financial support from a reporting unit or controlled entity and has not provided any financial support to any reporting unit or controlled entity.

13 General Funds

Compulsory levy / voluntary contribution	<u>-</u>	<u>-</u>
--	----------	----------

There were no funds held during the financial year. Furthermore, there were no transfers to and/or withdrawals from any fund or account. No monies from a fund or account have been invested in assets during the financial year.

14 Branch Details

The principal places of business is Level 13, 333 Adelaide Street, Brisbane, Queensland, 4000.

15 Segment Information

The Branch operates solely in one reporting business segment being the provision of trade union services. The Branch operates from one reportable geographical segment being Australia.

Independent Audit Report to the members of The Australian Workers' Union, Queensland Branch

Report on the Financial Report

We have audited the accompanying financial report of The Australian Workers' Union, Queensland Branch, which comprises the statement of financial position as at 30 June 2015, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by the Committee of Management.

Management's Responsibility for the Financial Report

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial report.

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

Matters Relating to the Electronic Presentation of the Audited Financial Report

This auditor's report relates to the financial report of the Branch for the year ended 30 June 2015 included on the State Union's website. The Branch's Committee of Management is responsible for the integrity of the State Union's website. We have not been engaged to report on the integrity of this website.

The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of this report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

Declarations

I declare that I am an approved auditor as defined in the *Fair Work (Registered Organisations) Act 2009*.

I declare that I am a member of the Chartered Accountants in Australia and New Zealand and hold a Current Public Practice Certificate.

Independent Audit Report to the members of The Australian Workers' Union, Queensland Branch (continued)

Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of The Australian Workers' Union, Queensland Branch, as at 30 June 2015, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and *Fair Work (Registered Organisations) Act 2009*.

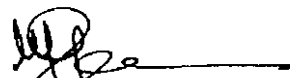
- (a) The financial statements of The Australian Workers' Union, Queensland Branch are in accordance with the *Fair Work (Registered Organisations) Act 2009* including:
 - (i) giving a true and fair view of the Union's financial position as at 30 June 2015 and of its performance for the year ended on that date; and
 - (ii) complying with Australian Accounting Standards.
- (b) The financial report also complies with International Financial Reporting Standards as detailed in Note 1.
- (c) The Branch has kept satisfactory accounting records for the financial year including records of:
 - (i) the sources and nature of the Union's income, including membership subscriptions and other income from members; and
 - (ii) the nature of and reasons for the Union's expenditure.
- (d) All the information and explanations that officers or employees of the Branch were required to provide have been provided;
- (e) There was no deficiency, failure or shortcoming in any matters referred to;
- (f) No recovery of wages activity occurred during the reporting period; and
- (g) The Branch's use of the going concern basis of accounting used in their preparation of the Branch's financial statements is appropriate.

Emphasis of Matter – Reissued Auditor's Report

Without modifying our opinion, we draw attention to this matter. We previously issued an audit opinion in relation to this financial report, dated 23 November 2017. Subsequent to the issue of our audit report, management have been instructed to amend and relodge this report with the Registered Organisations Commission. This audit report supersedes the previously issued audit report.

MAZARS AUDIT (QLD)

Mazars Audit (QLD) Pty Limited
Authorised Audit Company: 338599



M. J. Green
Director

Brisbane, 2 April 2019

Registration number (as registered by the RO Commissioner under the RO Act): AA2017/147



28 February 2019

Mr Steven Baker
Secretary
The Australian Workers' Union, Queensland Branch
333 Adelaide Street
BRISBANE QLD 4000

via email: secretary@awu.org.au
michael.georghiou@hanrickcurran.com.au
mark.goodey@awu.org.au

Dear Mr Baker,

The Australian Workers' Union Queensland Branch Financial Report for the year ended 30 June 2018 - [FR2018/203]

The Australian Workers' Union Queensland Branch (**the reporting unit**) provided the Registered Organisations Commission (**the ROC**) on 13 November 2018, with revised draft financial reports for the reporting unit for the financial years ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017.

On 16 October 2018 the reporting unit also lodged with the ROC amended loans, grants and donations statement for the financial years ended 30 June 2014, 30 June 2016 and 30 June 2017. An amended loans, grants and donations statement for the financial year ended 30 June 2015 was lodged with the ROC on 11 September 2018. These amended statements replaced the documents previously lodged with the ROC.

I have examined the above mentioned documents and identified a number of matters, the details of which are set out below (see Attachments A – D), that you are required to address. Once these required amendments have been made, please arrange for each financial report to be:

- approved by the committee of management;
- audited;
- provided to members; and
- lodged with the ROC.

If you have any queries regarding this letter, please contact me on 03) 9603 0731 or by email at joanne.fenwick@roc.gov.au.

Yours sincerely

Joanne Fenwick
Financial Reporting Specialist
Registered Organisations Commission

FR2014/217 – financial report for the year ended 30 June 2014Signing of reports

On 25 July 2018, the ROC received a notification of change from the Australian Workers' Union stating that on 20 July 2018 Mr Stephen Baker was appointed to the position of Branch Secretary of the reporting unit.

Please ensure that the designated officer's certificate, the operating report and the committee of management statement are signed under your correct title.

Committee of management statement

Please amend the opening paragraph of the committee of management statement to include the wording 'Executive Committee', i.e. '*..., the Executive Committee of the Australian Workers' Union, Queensland Branch....*'

I also note that the numbering of item (e) in the committee of management statement is incorrect. Please amend accordingly.

Auditor's report – title of statements

As required under the Australian Auditing Standard ASA 700 *Forming an Opinion and Reporting on a Financial Report* paragraph 24(c), the auditor's statement lists the elements of the general purpose financial report that were included in the audit scope. I note however, that the auditor's statement makes reference to the 'statement of profit and loss and other comprehensive income' instead of the 'statement of comprehensive income'.

Please have the auditor amend the auditor's statement accordingly.

Note 2(e) and 3(a) – incorrect titles

Note 2(e) *Contribution received* and Note 3(a) *Employee expenses* are incorrectly labelled in the 'total' title i.e. Note 2(e) identifies the total as *donations and grants* instead of *contribution received* and Note 3(a) identifies the total as *capitation fees* instead of *employee expenses*.

Please amend accordingly.

Disclosure of grants and donations

Note 3(f) discloses a donation to Free Viet Labour Federation for \$1,795 and to the Cancer Council Queensland for \$1,000. These donations however are not listed in the loans, grants and donations statement lodged with the ROC on 16 October 2018. It appears that these donations relate to transactions that occurred within the financial year that ended 30 June 2016.

Please amend the Notes to the financial statements accordingly.

Activities under reporting guidelines not disclosed

Item 23 of the 4th edition reporting guidelines for the purposes of section 253 states that if any of the activities identified within items 23 of the reporting guidelines have not occurred in the reporting period, a statement to this effect must be included either in the notes to the general purpose financial report.

The general purpose financial report contained nil activity information for all prescribed reporting guideline categories except the following:

- Item 23(a) – have a fund or account for compulsory levies or voluntary contributions;
- Item 23(b) – have moneys from a fund or account been invested in assets;
- Item 23(c) – have a fund or account that is required by the rules of the organisation or branch; and
- Item 23(d) - transfer to or withdraw from a fund (other than the general fund), asset or controlled entity.

FR2015/343 – financial report for the year ended 30 June 2015Signing of reports

On 25 July 2018, the ROC received a notification of change from the Australian Workers' Union stating that on 20 July 2018 Mr Stephen Baker was appointed to the position of Branch Secretary of the reporting unit.

Please ensure that the designated officer's certificate, the operating report and the committee of management statement are signed under your correct title.

Committee of management statement

Please amend the opening paragraph of the committee of management statement to include the wording 'Executive Committee', i.e. '..., *the Executive Committee of the Australian Workers' Union, Queensland Branch...*'

Prescribed information in Operating report

Regulation 159(c) requires an operating report to contain the name of each person who has been a member of the committee of management of the reporting unit at any time during the reporting period, and the period for which he or she held such a position. The ROC takes the words "at any time" to mean that all persons, whether they held their position for the full year or for part of the year, must be included.

I note that the names of Mr T Sullivan and Ms M Williams appeared in the previous year's operating report but did not appear in this year's operating report. There was no indication that Mr T Sullivan or Ms M Williams had resigned during, or at the end of, the previous year, and without any such indication the question arises whether their names have been inadvertently omitted.

I also note that the names of Ms M Chambers and Mr D Liston appear in this year's operating report but did not appear in the previous year's operating report. There is no indication of when Ms M Chambers or Mr D Liston commenced as members of the Committee and whether they held these positions for the entire or part of the reporting period.

Please amend the operating report to include the period for which the above mentioned committee members held their position.

Appointment dates – superannuation fund trustee(s)

The reporting unit has provided information as required under section 254(2)(d) of the *Fair Work (Registered Organisations) Act 2009* in relation to officers and/or employees who are superannuation fund trustee(s) or directors of a company that is a Superannuation fund trustee. I note however that the appointment dates provided in this year's operating report for Mr B Swan, Ms C Mullen, Ms T Sharpe and Mr T Spence differ from the appointment date provided in the previous year's operating report.

Please amend accordingly.

Auditor's report – title of statements

As required under the Australian Auditing Standard ASA 700 *Forming an Opinion and Reporting on a Financial Report* paragraph 24(c), the auditor's statement lists the elements of the general purpose financial report that were included in the audit scope. I note however that the auditor's statement makes reference to the 'statement of profit and loss and other comprehensive income' instead of the 'statement of comprehensive income'.

Please have the auditor amend the auditor's statement accordingly.

Note 2(e) and 3(a) – incorrect titles

Note 2(e) *Contribution received* and Note 3(a) *Employee expenses* are incorrectly labelled in the 'total;' title i.e. Note 2(e) identifies the total as *donations and grants* instead of *contribution received* and Note 3(a) identifies the total as *capitation fees* instead of *employee expenses*.

Please amend accordingly.

Disclosure of donation expenditure

Based on the loans, grants and donations statement that was lodged with the ROC on 11 September 2018, the disclosure of donations in Note 3(f) for the financial year ended 30 June 2015 should be as follows:

Total paid that were \$1,000 or less	\$1,000
Total paid that exceeded \$1,000	\$2,500

Note 3(f) also discloses a donation to Free Viet Labour Federation for \$1,795 and to the Cancer Council Queensland for \$1,000. These donations however are not listed in the loans, grants and donations statement lodged with the ROC on 11 September 2018. It appears that these donations relate to transactions that occurred within the financial year that ended 30 June 2016.

Please amend the Notes to the financial statements accordingly.

Activities under reporting guidelines not disclosed

Item 23 of the 4th edition reporting guidelines for the purposes of section 253 states that if any of the activities identified within items 23 of the reporting guidelines have not occurred in the reporting period, a statement to this effect must be included either in the notes to the general purpose financial report.

The general purpose financial report contained nil activity information for all prescribed reporting guideline categories except the following:

- Item 23(a) – have a fund or account for compulsory levies or voluntary contributions;
- Item 23(b) – have moneys from a fund or account been invested in assets;
- Item 23(c) – have a fund or account that is required by the rules of the organisation or branch; and
- Item 23(d) - transfer to or withdraw from a fund (other than the general fund), asset or controlled entity.

FR2016/261 – financial report for the year ended 30 June 2016Signing of reports

On 25 July 2018, the ROC received a notification of change from the Australian Workers' Union stating that on 20 July 2018 Mr Stephen Baker was appointed to the position of Branch Secretary of the reporting unit.

Please ensure that the designated officer's certificate, the operating report and the committee of management statement are signed under your correct title.

Committee of management statement

Please amend the opening paragraph of the committee of management statement to include the wording 'Executive Committee', i.e. '..., *the Executive Committee of the Australian Workers' Union, Queensland Branch....*'

Auditor's report – title of statements

As required under the Australian Auditing Standard ASA 700 *Forming an Opinion and Reporting on a Financial Report* paragraph 24(c), the auditor's statement lists the elements of the general purpose financial report that were included in the audit scope. I note however, that the auditor's statement makes reference to the 'statement of profit and loss and other comprehensive income' instead of the 'statement of comprehensive income'.

Please have the auditor amend the auditor's statement accordingly.

Note 2(e) and 3(a) – incorrect titles

Note 2(e) *Contribution received* and Note 3(a) *Employee expenses* are incorrectly labelled in the 'total' title i.e. Note 2(e) identifies the total as *interest* instead of *contribution received* and Note 3(a) identifies the total as *capitation fees* instead of *employee expenses*.

Please amend accordingly.

Disclosure of contributions received

I note that Note 2(e) discloses the value of contributions received for the financial year ended 30 June 2015 as \$225,000. This figure should be reported as \$227,896.

Disclosure of donation expenditure

Based on the loans, grants and donations statement that was lodged with the ROC on 11 September 2018, the disclosure of donations in Note 3(f) for the financial year ended 30 June 2015 should be as follows:

Total paid that were \$1,000 or less	\$1,000
Total paid that exceeded \$1,000	\$2,500

Please amend Note 3(f) accordingly.

Activities under reporting guidelines not disclosed

Item 23 of the 4th edition reporting guidelines for the purposes of section 253 states that if any of the activities identified within items 23 of the reporting guidelines have not occurred in the reporting period, a statement to this effect must be included either in the notes to the general purpose financial report.

The general purpose financial report contained nil activity information for all prescribed reporting guideline categories except the following:

- Item 23(a) – have a fund or account for compulsory levies or voluntary contributions;
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- Item 23(d) - transfer to or withdraw from a fund (other than the general fund), asset or controlled entity.

FR2017/207 – financial report for the year ended 30 June 2017Signing of reports

On 25 July 2018, the ROC received a notification of change from the Australian Workers' Union stating that on 20 July 2018 Mr Stephen Baker was appointed to the position of Branch Secretary of the reporting unit.

Please ensure that the designated officer's certificate, the operating report and the committee of management statement are signed under your correct title.

Committee of management statement

Please amend the opening paragraph of the committee of management statement to include the wording 'Executive Committee', i.e. '*..., the Executive Committee of the Australian Workers' Union, Queensland Branch....*'

Auditor's report – title of statements

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Please have the auditor amend the auditor's statement accordingly.

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Please amend accordingly.

Activities under reporting guidelines not disclosed

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- Item 23(d) - transfer to or withdraw from a fund (other than the general fund), asset or controlled entity.

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ABN 54942536069

8 November 2018

Mr Chris Enright
Executive Director
Registered Organisations Commission
GPO Box 2983
Melbourne VIC 3001

Dear Sir,

**Draft AWU QLD Branch -Financial reports (FR2014/217,FR2015/243, FR2016/261,FR2017/207)
and AWU OLD BRANCH Draft reports for the year ended 30th June 2018.**

Further to Mr Enright's letter of 18 July 2018, we enclose revised draft accounts for the above branch for the years ended 30 June 2014, 30 June 2015, 30 June 2016, and 30 June 2017 reflecting the amendments as requested in Appendix A.

After we have received your comments, we would envisage arranging for the accounts to be duly re-authorised by the Committee of Management and the Branch Secretary. We also enclose a draft copy of the 2018 accounts for the branch.

We look forward to hearing from you in due course.

Yours sincerely

Steve Baker
Secretary (Qld Branch)

Secretary: Steve Baker

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ABN 54942536069

2 October 2018

Mr Chris Enright
Executive Director
Registered Organisations Commission
GPO Box 2983
Melbourne VIC 3001

Dear Mr Enright,

AWU QLD Branch - Financial reports (FR2014/217, FR2015/243, FR2016/261, FR2017/207)

We refer to your letter of 18th July 2018 in connection with the points raised in Appendix A, as the other points were dealt with in previous letters.

Context

We note that in August 2017, we forwarded ROC draft accounts for FY16. The ROC then suggested some amendments. Those accounts and the FY14, FY15 and FY17 accounts were then audited and endorsed by the Committee of Management in good faith. The accounts were then lodged in December 2017.

We note that in your letter dated 18 July 2018, the ROC has identified matters to be rectified in the accounts that were lodged. We appreciate from your letter that this is as a consequence of the ROC's detailed review of the accounts, despite the resourcing limitation referred to in your letter.

We also wish to note that a different audit partner at Hanrick Curran has been appointed as the auditor for the Branch. We are presently working with the new audit partner to prepare further audited accounts which rectify the matters raised by ROC. With the new reporting auditor we look forward to a proper rectification of the errors.

Proposal

As indicated on the attached sheet we are in agreement with your comments in virtually all of the 39 points. As a result we will be making amendments to the accounts. There are a few issues in respect of which we seek further guidance from ROC. These matters are identified at paragraphs 7,8,14, 19, 23,33 and 34 of the attachment.

Based on our discussion with our auditors, we would anticipate submitting draft amended accounts for the Branch for the years ended 30th June 2014, 30th June 2015, 30th June 2016 and 30th June 2017 for your further feedback by 31st October 2018. Those draft accounts will specifically note the matters that we seek further guidance from ROC. We are prepared to obtain that guidance by way of a short teleconference. Once those draft documents are approved by ROC we will then arrange for the requisite confirmatory meetings to authorise the accounts and then duly file them with ROC in a final form.

We trust you find this approach acceptable.

Secretary: Steve Baker

The Australian Workers' Union of Employees, Queensland.
The Australian Workers' Union, Queensland Branch.

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Moving forward we refer to our August 2018 letter, where we indicated the minimal transactions within the branch in the year ended 30th June 2018. We await your preliminary indication whether or not the minimal nature of the transactions is such that ROC is prepared to accept that the financial affairs of the Branch after 30th June 2017 is sufficiently encompassed in the affairs of the state registered body. If we receive that preliminary indication, we then propose to file a formal application for a s 269 Certificate.

We look forward to hearing from you in due course.

Yours sincerely

A handwritten signature in cursive script that reads "Steve Baker".

Steve Baker
Secretary

Secretary: Steve Baker

The Australian Workers' Union of Employees, Queensland.
The Australian Workers' Union, Queensland Branch.

www.qld.awu.net.au

Replies to Appendix A

Points

- 1) We agree your points and an amendment will be made in the revised accounts.
- 2) Original loan, grants and donations statement submitted July 2014 was based on consolidated accounts. (Branch + AWUEQ)
- 3) Agreed will amend in revised financial statements.
- 4) Noted
- 5) Agreed, there is no payroll registered with the ATO for the branch it will be reclassified in the revised accounts.
- 6) Noted, will be amended.
- 7) Will be revised with a mutually agreed wording.
- 8) We will need to consult with you as to what wording meets your requirements
- 9) Agreed will be amended in revised accounts.
- 10) Noted.
- 11) There were no changes in the Committee of Management in the year.
- 12) Agreed, re-issued accounts will resolve this problem.
- 13) Reissued accounts will correct this error
- 14) We remain unsure what you are referring to.
- 15) Amended accounts will correct the error.
- 16) Noted Your point is accepted and will be cleared up in new accounts.
- 17) We acknowledge the error and will amend it in revised financial statements.
- 18) Will be amended by auditors in reissued accounts
- 19) See point 8,
- 20) There were no changes in the year 2
 - 21) See point 12 similar situation. Will be amended.
 - 22) Accounts to be reissued
 - 23) See point 14 for reply
 - 24) Will be corrected in re-issued accounts
 - 25) Will be corrected for in re-issued accounts
 - 26) See point 8 we should agree wording
 - 27) Accounts to be reissued
 - 28) Accounts to be re-issued
- (29) Inconsistencies noted and will be revised in new accounts
- 30) Noted, being investigated and be amended if appropriate
- 31) Noted
- 32) Noted
- 33) New wording in reissued accounts
- 34) Wording to be mutually agreed
- 35) Noted
- 36) There were no changes in the membership of the Committee of Management in the year
- 37) Noted reissued accounts will solve the issue.
- 38) Will be resolved by re-issuing accounts
- 39) Noted Will be resolved by reissuing accounts



28 August 2018

Mr Steve Baker
Branch Secretary
The Australian Workers' Union
Queensland Branch
333 Adelaide Street
BRISBANE QLD 4000

By email: steve.baker@awu.org.au
secretary@awu.org.au

Dear Mr Baker,

AWU Qld Branch - Financial Reports (FR2014/217, FR2015/343, FR2016/261, FR2017/207)

I acknowledge receipt of your letter dated 15 August 2018. Thank you for responding to a number of the issues that were raised in my correspondence of 18 July 2018. I note from your letter, that the original registered auditor for the Queensland Branch of The Australian Worker's Union (**the Branch**) is currently on leave and is expected back by the end of this month. It would appear that this circumstance led to your advice that you proposed to respond to my request at a later time than requested. We look forward to that response which may be sooner than 28 September 2018.

I appreciate that in what you described as '*the spirit of cooperation*' you were able to respond to a number of points and that you would gladly forward other documents in the event an appropriate address was provided. Those documents can be sent to the following physical postal address:

Registered Organisations Commission
c/o Fair Work Ombudsman
Level 12, 414 La Trobe Street
Melbourne Victoria 3000

In the meantime, I have requested that staff of the Registered Organisations Commission (**ROC**) review and consider the points you made, including those relating to the statement of loans, grants and donations.

As a matter of general compliance with the Branch's obligations under the *Fair Work (Registered Organisations) Act 2009 (the RO Act)*, I advise that this statement, when lodged with the ROC or its predecessor, should only identify the transactions relevant to the federal Branch. When we have had the opportunity to properly consider your response, it is possible that we will be advising that if previously lodged statements of loans, grants and donations contain transactions which relate to the Branch's state association, regardless that the statement may have been previously filed, the Branch lodge amended loans, grants and donations statements reflecting only the transactions relevant to the Branch.

Should you have any questions regarding the above I can be contacted on (03) 9603 0711 or via chris.enright@roc.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'CE', with a small dash to the right.

Chris Enright
Executive Director

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ABN 54942536069

15th August 2018

Registered Organisations Commission
GPO Box 2983
Melbourne VIC 3001
Email regorgs@roc.gov.au

Dear Mr Enright

**RE: AWU OLD Branch (Financial reports 2014/217, FR2015/343, FR2016/261
FR2017/207)**

Thank you for your letter of 2nd August 2018. The original registered auditor Mr A Fraser is now a consultant with Hanrick Curran and is currently on holiday in the USA. Although we have referred the letters to his fellow partners. Before we can give a definite answer to Appendix A, it is professional protocol and courtesy to await on his comments as he was directly involved in the issues raised in Appendix A. We understand that he will have returned by the end of the month and we will reply to you on Appendix A as soon as he returns.

However in the spirit of cooperation we will reply to your points in your July letter contained in the heading Information by Wednesday 8th August 2018..

- 1) As mentioned earlier the matters in Appendix A will be clarified when the audit partner returns from holiday.
- 2) The request for a new card was duly lodged with Commonwealth Bank on 30th January 2014 and the MasterCard arrived on 10th February 2014. The authorisation to cancel the card was made on 17th March 2017 and the statement of 30th March 2017 confirms its closure. We can confirm that the AWU Queensland Branch had no other credit cards.
- 3) The CBA bank account in the name of AWU Queensland was opened on 26th July 2013. The branch account was closed on 4th December 2017 as indicated on the statements. There have been no other bank accounts held by the Branch.
- 4) We will gladly forward the general ledger and bank and credit card statements to you. However given the large number of boxes containing the records we need a true

Secretary: Steve Baker

The Australian Workers' Union of Employees, Queensland.
The Australian Workers' Union, Queensland Branch.

www.qld.awu.net.au

delivery address rather than a Post Office Box as the records will need to be sent by secure courier.

- 5) We note your request and will provide a complete answer once the auditor returns from holiday.

Finally in connection with the points raised in your letter of 2nd August, we note the contents and respective legislation references. However we are puzzled by your comments re statement of loans and donation. We would draw your attention to the fact that the statement was filed on 18th October 2014. The return covered both entities as S269 applications were in force (even though one of them was not a reporting unit). The \$52500 donation relates to the branch only, thus the two figures are never going to be directly comparable.

We look forward to hearing from you promptly so we can duly deliver the accounting records requested to a clear physical address.

Yours faithfully

A handwritten signature in blue ink that reads "Steve Baker". The signature is written in a cursive style with a prominent "S" and "B".

Steve Baker
Secretary

Secretary: Steve Baker



2 August 2018

Mr Steve Baker
Branch Secretary
The Australian Workers' Union
Queensland Branch
333 Adelaide Street
BRISBANE QLD 4000

By email: steve.baker@awu.org.au
secretary@awu.org.au

Dear Mr Baker,

AWU Qld Branch - Financial Reports (FR2014/217, FR2015/343, FR2016/261, FR2017/207)

I acknowledge receipt of your letter dated 30 July 2018 in response to requests for further information contained in my correspondence of 18 July 2018. I note that while a response to the financial and other issues in my letter was requested by Wednesday 8 August 2018, you advise that instead you propose to provide a response approximately two (2) months after that date and by 28 September 2018.

You have invited me not to hesitate with any follow up inquiries I might have and the purpose of this letter is to take up that invitation to address a number of points regarding the Branch's financial reporting under the *Fair Work (Registered Organisations) Act 2009* (the **RO Act**).

One of the lenses through which the Registered Organisations Commission (**ROC**) views its statutory role is through the eyes of members of registered organisations¹ and in that context, it seems likely that members of the Queensland Branch (**the Branch**) of The Australian Workers' Union (**AWU**) might benefit from at least some understanding of the reasons it will take at least two further months to respond to the financial and other issues which have been raised.

Your letter simply indicates that you are seeking advice from your auditors. The circumstances which require a further two months to respond are not readily apparent to the ROC given that the Branch has all of the information and documents which have either been referred to or are relevant to the issues raised.

For example, it does not appear to be a complex task for the Branch to examine and explain the inconsistencies between:

- the Statement of Loans Grants and Donations lodged by the Branch for the year ended 30 June 2014 which contains a statement by the former Branch Secretary, Ben Swan, that the Branch made donations of \$176,500² in that year; and

¹ Refer s5(3) of the RO Act which states that the standards in the RO Act seek to 'encourage ... high standards of accountability of organisations to their members'.

² This total pertains to donations over \$1,000 – refer s237 of the RO Act.

- the Financial Report lodged by the Branch for the same year which states that the Branch expended only \$52,500 on 'grants and donations'.

As I have previously indicated, the outcome of the ROC's simple comparison is that there is a discrepancy of \$124,000 regarding donations reported in those documents for the same reporting period. If the ROC's assessment is correct, then at least one of the documents must be inaccurate and there may be potential contraventions of one or more of the following:

- s237(1) which requires an organisation or branch to lodge a statement showing the relevant particulars for each loan, grant or donation made over \$1,000 at the end of each financial year;
- s237(3) which provides that a statement lodged under s237(1) must not include a statement that a person knows is (or is reckless as to whether it is) false or misleading;
- s253(2)(b)(ii) which requires, together with the Reporting Guidelines, the financial report prepared by a reporting each year to state the total expended on donations over \$1,000 and the total expended on donations that are less than \$1,000;³
- s253(3) which states that the information in the financial report 'must give a true and fair view of the financial position and performance of the reporting unit' for the relevant year.

I note that each of the above provisions is a civil penalty provision that can lead to a maximum penalty (for conduct that occurred in 2014) of \$10,200 for an individual and \$51,000 for an organisation.⁴ I further note that such penalties have now increased (for conduct that occurs after 30 June 2017) to \$21,000 for an individual and \$105,000 for an organisation.⁵

An underlying issue to the above matters is that the Branch applied for and was granted certificates under s269 for the financial years ended 30 June 2014 and 2015 on the grounds that its financial affairs were 'encompassed by' the associated State body (The Australian Workers' Union of Employees, Queensland (**AWEUQ**)) and therefore the Branch would not be expected to have had any financial affairs in those financial years. However, following communications with the Fair Work Commission and the ROC regarding apparent financial activity by the Queensland Branch of the *federal* AWU, the Branch prepared revised financial reports for those years for the Queensland Branch of the federal AWU. My comments in this letter and my letter of 18 July 2018 refer to those revised financial reports (and also financial reports for the years ended 30 June 2016 and 2017).

Appointment to Secretary

I am aware that the previous Secretary, Mr Swan, has recently resigned and I congratulate you on your appointment to the role of Branch Secretary. The ROC looks forward to working with you and your leadership team as a reporting unit.

While you have recently been appointed to the Secretary role, I am advised that these matters are not unfamiliar to you because the ROC corresponded with you regarding these matters while you were the Acting Branch Secretary in 2017.

Request

In response to your invitation to make follow up inquiries, it would assist if you were able to provide some understanding of the circumstances which require a further two months for the Branch to respond to the issues raised in my correspondence of 18 July 2018.

³ Refer item 16(e) of the s253 Reporting Guidelines (Fourth edition) issued under s255 on 13 June 2014.

⁴ Based on the penalties being 60 penalty units for an individual and 300 penalty units for an organisation and the Commonwealth penalty unit being \$170 at that time (refer also former s306(1) of the RO Act).

⁵ Based on the penalties being 100 penalty units for an individual and 500 penalty units for an organisation from 2 May 2017 and the Cth penalty unit being \$210 from 1 July 2017 (refer also s306(1)).

For example, you might consider whether it would be possible to respond to any or some of the issues which have been raised prior to 28 September 2018. In any event, your advice would be appreciated to assist in the ROC's assessment of what, if any action, the ROC might consider taking during the next two months.

Your further response is requested by **COB Wednesday 15 August 2018**.

Should you have any questions regarding the above I can be contacted on (03) 9603 0711 or via chris.enright@roc.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'CE', with a small dash to the right.

Chris Enright
Executive Director

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E: secretary@awu.org.au



ABN 54942536069

30 July 2018

Mr Chris Enright
Delegate of the Commissioner
Registered Organisations Commission

Sent via email: chris.enright@roc.gov.au

Cc. Ms Joanne Fenwick - joanne.fenwick@roc.gov.au
Mr Michael Georghiou, Hanrick Curran - Michael.Georghiou@hanrickcurran.com.au

Dear Mr Enright,

We refer to your letter dated 18 July 2018.

We are currently seeking advice from our auditors regarding a number of issues raised in your correspondence.

We propose to provide you with a response by 28 September 2018.

In the interim, if you have any further queries relating to this matter please do not hesitate to contact me on (07) 3221 8844.

Yours faithfully

Steve Baker
Branch Secretary

Secretary: Steve Baker



18 July 2018

Mr Ben Swan
Branch Secretary
The Australian Workers' Union
Queensland Branch
333 Adelaide Street
BRISBANE QLD 4000

By email: ben.swan@awu.org.au

Dear Mr Swan,

AWU Qld Branch - Financial Reports (FR2014/217, FR2015/343, FR2016/261, FR2017/207)

Purpose

I refer to previous correspondence dated 9 February 2018 from the Financial Reporting Specialist of the Registered Organisations Commission (**ROC**) relating to financial reports of the Queensland Branch (**the Branch**) of the Australian Workers' Union (**AWU**) for the years ending 30 June 2014 to 2017 which were lodged with the ROC on 15 December 2017 under s 268 of the *Fair Work (Registered Organisations) Act 2009 (RO Act)*.

I also refer to related applications for s 269 certificates under the RO Act regarding the financial affairs of the branch for a number of years up to 2016.

The ROC's correspondence of 9 February 2018 acknowledged, among other things, receipt of a range of financial reports, advised that a range of relevant matters were the subject of review and indicated that further clarification would be sought about a number of issues of concern. The purpose of this correspondence is to set out the issues of concern and request additional information which might clarify those concerns.

As you will be aware, the ROC has a total of seventeen (17) staff to perform a broad and extensive range of functions relating to approximately four hundred (400) reporting units. With only two financial reporting specialists responsible for the 400 reporting units, undertaking this type of complex analysis for one reporting unit has been challenging.

Regardless of the challenges, I take the opportunity to apologise for not providing this correspondence closer in proximity to the ROC's earlier letter dated 9 February 2018.

Overview of financial reporting - AWU Qld Branch

In accordance with s 242 of the RO Act, the Queensland Branch is a reporting unit of the federally registered AWU. In its capacity as a reporting unit, the Branch applied for s 269 certificates for the years ended 30 June 2004 to 2016 on the grounds that the financial affairs of the reporting unit were 'encompassed by' the financial affairs of an associated State body (The Australian Workers' Union of Employees, Queensland (**AWUEQ**)). The applications included in each year:

- the AWUEQ's financial report prepared under the *Industrial Relations Act 1999* (Qld);
- Operating Reports specifically for the reporting unit prepared under s 269(2)(e) and s 254 of the RO Act (**original Operating Reports**).

In response to applications made by the Branch, certificates were issued under s 269 for years ended 30 June 2004 to 2015. However a certificate was not issued for 2016 (or thereafter) when it became apparent that the reporting unit may have had its own credit card, bank account and expenditure since at least the year ended 30 June 2014 – because this raised concerns as to whether the financial affairs of the reporting unit were in fact encompassed by the financial affairs of the AWUEQ under s 269.

To address these concerns, the reporting unit agreed to prepare, audit, provide to members and lodge with the ROC its own financial reports under the RO Act for years ended 30 June 2014 to 2017 (**new Financial Reports**). The new Financial Reports for 2014 to 2016 include new Operating Reports (**new Operating Reports**) under s 254 which appear to replace those previously lodged with the s 269 applications for the years 2014 to 2016.

On 20 September 2017 I requested copies of the documents 'considered by the auditor for the purposes of the 2016 report'. The reporting unit then provided:

- a copy of the reporting unit's general ledger for the year ended 30 June 2016;
- a '*Transaction History*' report from the Commonwealth Bank of Australia (CBA) for a bank account in the name of '*AWU QLD Branch*' for the year ended 30 June 2016;
- monthly credit card statements for a CBA corporate charge card (credit card) for the '*AWU QLD BRANCH*' with the cardholder name of '*Ben Swan*' covering the period from 30 June 2015 to 28 June 2016;
- receipts and invoices for the monthly credit card statements from June 2015 to June 2016 (with the exception of the period 30 October to 27 November 2015 which have not yet been provided and which are requested further below).¹

Issues that arise

Having regard to the circumstances I have described above, a number of issues arise.

In relation to the years ended 30 June 2014 and 2015:

- whether the s 269 applications were accurate and sufficiently disclosed all relevant information regarding the financial affairs of the reporting unit;
- whether the new Financial Reports for 2014 and 2015 should be filed by the ROC (once a number of issues have been addressed as set out further below) and if so, whether the s 269 certificates for those years should be revoked;
- whether the reporting unit or any of its officers may have breached any of the civil penalty provisions of the RO Act regarding financial reporting in relation to these years;
- whether the ROC should commence an inquiry or investigation under ss 330 or 331 regarding any of the above matters.

¹ It is also noted that alterations to the AWU Rules were certified on 3 June 2016 to confirm that the AWEUQ may receive membership fees for the AWU in Queensland and pay capitation fees to the National Office of the federal AWU (AWU Rules 8(12), 54(3), 55(4), 56(3) - refer R2016/93.

In relation to the years ended 30 June 2004 to 2013:

- whether the s 269 applications were accurate and sufficiently disclosed all relevant information - or whether similar issues may arise as to those in the 2014 and 2015 financial years set out above.

In relation to the years ended 30 June 2016 and 2017:

- whether the new Financial Reports for 2016 and 2017 should be filed by the ROC (once a number of issues have been addressed as set out below).

Inconsistencies in new Financial Reports

The ROC's Financial Reporting Specialist, Ms Joanne Fenwick, has assessed the new Financial Reports and a number of matters have been identified, as set out in Annexure A, that are required to be addressed.

A number of these matters are significant - for example:

- a discrepancy of \$124,000 between the donations disclosed in a statement under s 237 for year ended 30 June 2014 (\$176,500) and the donations disclosed in the new Financial Report for that year (\$52,500);
- a discrepancy of \$227,896 between the financial result in the new Operating Report for year ended 30 June 2015 (\$237,844 loss) and the new Financial Report (\$9,948 loss);
- the new Financial Reports for 2014 to 2017 that were lodged were signed and dated but the comparable documents on the reporting unit's website (<https://qld.awu.net.au/>) are unsigned and mostly undated - hence the provision of those incomplete documents on the website would not constitute provision of the documents to members under s 265.

These issues require clarification to ensure that accurate information has been provided to members and lodged with the ROC.

I also note that a number of the inconsistencies pertain to statutory provisions (such as ss 237, 254 and 265) which attract civil penalties. For example:

- s 237(1) provides that a reporting unit must lodge each year a statement providing relevant particulars regarding each loan, grant or donation over \$1,000 - a contravention of this provision by an organisation may attract a penalty of up to 500 penalty units;²
- s 237(3) provides that a statement that is lodged under s237(1) must not be false or misleading (or reckless as to whether it is false or misleading) - a contravention of this provision by an organisation may attract a penalty of up to 500 penalty units.³

At this point a written response regarding the above issues is required. Once this has been received we will further advise what other documents or action may be required.

Credit card expenditure - duration

In a telephone discussion with Ms Fenwick, on 3 January 2017 (and in subsequent discussions with the ROC) you have indicated that:

- the reporting unit's expenditure from year ended 30 June 2014 onwards pertained to a credit card of the reporting unit and a related bank account; and
- the credit card, bank account and expenditure were funded by the AWUEQ .

² The maximum penalty that can be imposed on an organisation is five times higher than that which may be imposed on an individual (refer s306(1)).

³ Ibid.

This may suggest that the financial affairs disclosed in the reporting unit's new Financial Reports for years ended 30 June 2014 to 2017 pertain to that credit card and bank account.

However at this point it remains unclear:

- when the credit card and bank account commenced;
- whether there were any other credit cards or bank accounts;
- whether all credit card(s) and bank account(s) have been closed (although the cancellation of a credit card is discussed further below); and thus
- in which years the financial affairs of the reporting unit were encompassed by the AWUEQ and in which years they were not.

Credit card expenditure - purpose

It is also unclear whether the expenditure on the credit card pertained to the reporting unit.

For example, the credit card documents that have been provided for year ended 30 June 2016 suggest that:

- some expenditure pertains to the activities of the reporting unit (such as interstate flights for officers to attend meetings of the National Executive of the federal AWU); however
- some expenditure may pertain to the AWUEQ - for example:
 - monthly invoices addressed to the '*Australian Workers Union of Employees Queensland*' from AST (Applied Satellite Technology Australia Pty Ltd) of about \$64.00 (incl GST) each month;
 - an Australia Post invoice for a post office box renewal for '*THE AUST WORKERS UNION OF EMPLOYEES QLD [located at] PO Box 1430 INGHAM QLD 4850*' for \$186.00 and related receipt information for \$211.00.

Credit card - cancellation

In the telephone discussion with Ms Fenwick on 3 January 2017 you indicated that the credit card had been cancelled due to unauthorised expenditure - but a new credit card had subsequently been obtained although not yet activated.

In subsequent correspondence of 20 October 2017 you provided further information regarding the unauthorised expenditure as follows:

...The two relevant unauthorised transactions were recorded in the December 2016 credit card statement. In December 2016, the Branch reported the unauthorised transactions to the Commonwealth Bank. In February 2017, the Commonwealth Bank re-credited the Branch account the funds previously debited from the unauthorised transactions. ... It was apparent that the two unauthorised transactions [had been] debited by a dental business in Spain...

You also advised that:

In March 2017, the credit card was cancelled and no replacement card was sought by the Branch or issued by the Bank.

Further information requested by Wednesday 8 August 2018

Please respond to the following points:

1. Please clarify each of the inconsistencies in Annexure A.
2. Please:

- a. advise when the reporting unit first obtained the abovementioned CBA corporate charge card (credit card) in the name of 'AWU QLD BRANCH';
 - b. provide confirmation from the CBA that the corporate charge card has been cancelled and the date that occurred;
 - c. advise whether the reporting unit has (or previously had) any other credit cards in the name of the reporting unit (or any of its officers) and if so please provide:
 - i. details of the relevant card(s);
 - ii. the date(s) when the card(s) were obtained;
 - iii. the date(s) when any such cards were cancelled.
3. Please advise:
- a. when the reporting unit first opened the abovementioned CBA bank account in the name of 'AWU QLD Branch';
 - b. whether the bank account has been closed and, if so, confirmation from the CBA of this and the date when it occurred;
 - c. whether the reporting unit has (or previously had) any other bank accounts in the name of the reporting unit (or any of its officers) and if so please provide:
 - i. details of the bank account(s);
 - ii. the date(s) when the bank accounts were opened;
 - iii. the date(s) when any such accounts were closed.
4. Please provide a copy of the general ledger, bank statements, credit card statements (and related invoices and receipts) for:
- a. year ended 30 June 2017;
 - b. year ended 30 June 2015;
 - c. year ended 30 June 2014;
 - d. any earlier years in which the reporting unit had such accounts or credit cards (in relation to the period 1 July 2003 to 30 June 2013).
5. Regarding the credit card expenditure for year ended 30 June 2016 please:
- a. address whether all the expenditure in that year pertained to the reporting unit having regard to a number of expenditure items that appear to pertain to the AWUEQ as set out further above;
 - b. provide the receipts and invoices for the credit card statement for 30 October to 27 November 2015.⁴

⁴ The reporting unit appears to have inadvertently forwarded the financial documents for September 2015 twice and has not yet provided the financial documents for November 2015.

Your responses to these matters is requested by **COB Wednesday 8 August 2018.**

Should you have any questions regarding the above I can be contacted on (03) 9603 0711 or via chris.enright@roc.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'CE', with a small dash at the end.

Chris Enright
Executive Director

Annexure A - Inconsistencies in new Financial Reports for 2014 to 2017

Year ended	Issue	Inconsistent information	
30 June 2014	1. Result for the year (ss253, 254).	The new Financial Report states there was a profit of \$10,764.	The new Operating Report states there was a loss of \$105,562.
	2. Grants and donations (ss253, 237 & Reporting Guidelines).	The new Financial Report states that expenditure on grants and donations was \$52,500.	The Statement of Loans, Grants and Donations lodged under s237 listed \$176,500 of donations.
	3. Donation to Free Viet[nam] Labour Federation (ss253, 237 & Reporting Guidelines).	Note 3(f) of the new Financial Report refers to a donation of \$1,795 to the Free Viet[nam] Labour Federation).	The Statement of Loans, Grants and Donations lodged under s237 does not refer to this donation (however the s237 Statement for another year (2016) does refer to such a donation).
	4. Donation to Cancer Council Qld (ss253, 237 & Reporting Guidelines).	Note 3(f) of the new Financial Report refers to a donation of \$1,000 to the Cancer Council Queensland.	The Statement of Loans, Grants and Donations lodged under s237 does not refer to this donation (however the s237 Statement for another year (2016) does refer to such a donation).
	5. Disclosure of employee expenses to office holders and other employees (ss253 & Reporting Guidelines)	Note 3(a) of the new Financial Report refers to Employee expenses of \$7,800.	Items 16(g) and 16(f) of the 4 th edition Reporting Guidelines requires employee expenses to be distinguished between office holders and other employees. It also requires the separate disclosure of employee expenses by wages and salaries, superannuation, leave and other entitlements, separation and redundancies and other employee expenses. This is a mandatory disclosure as per item 17 of the 4 th edition Reporting Guidelines.
	6. Disclosure of audit fees (ss253 & AASB 1054)	Note 9 of the new Financial Report discloses a figure for audit services under the 2013 financial year. Note 9 of the new Financial Report refers to audit services of \$5,000 for the 2014 financial year.	Note 1(a) states that <i>'the activities only commenced in the financial year ended 30 June 2014. As a result, there are no comparatives'</i> . Note 3(h) discloses sundry expenses (including audit fees) of \$1,531 for the 2014 financial year.
	7. New and Future Australian Accounting Standards (ss253 &	<i>AASB 108 Accounting Policies, Changes in Accounting estimates and Errors</i> paragraphs 28 and 30	This information has not been provided in the new Financial Report.

Year ended	Issue	Inconsistent information	
	AASB 108)	require that entities disclose Australian Accounting Standards adopted during the period and Australian Accounting Standards issued by not yet effective with an assessment of the future impact of the standard on the entity.	
	8. Review of principal activities (s254).	Subsection 254(2)(a) of the RO Act requires an operating report to contain a review of the principal activities of the reporting unit, the results of those activities and any significant changes in the nature of those activities.	The new Operating Report provides a review of the principal activities but does not explain the results of these activities.
	9. Change in financial affairs (s254).	Sections s254(2)(b) of the RO Act state that the Operating Report must give details of any significant changes in the financial affairs of the reporting unit.	The reporting unit did not lodge its own financial report under s253 from 2004 to 2013. It then started doing so from the year ended 30 June 2014. This suggests there was a significant change in the financial affairs in that year that should be disclosed under s254(2)(b).
	10. Trustee of superannuation entity (s254)	Subsection 254(2)(d) of the RO Act requires details of any officer or member of the reporting unit who is a trustee, or a director of a company that is a trustee, of a superannuation entity or an exempt public sector superannuation scheme.	In the new Operating Report, information is provided on an individual who ceased their appointment as Director of Aust (Q) Super in June 2013. As they did not hold the position of Director Aust (Q) Super during the reporting period ended 30 June 2014, they are not required to be included in the operating report.
	11. Period of Membership of Committee of Management (s.254 & Regulation 159(c)).	Regulation 159(c) of the <i>Fair Work (Registered Organisations) Regulations 2009 (RO Regs)</i> requires the operating report to disclose the period each listed officer serviced on the committee of management during the reporting period.	The new Operating Report states ' <i>the following were members of the Committee as at 30 June 2014</i> '. To satisfy the regulation the reporting unit should disclose the dates of membership during the <u>reporting period</u> for each member or state ' <i>that members of the committee of management held positions for the entire reporting period unless indicated otherwise</i> '.
	12. Unclear whether signed and dated	The lodged financial documents are signed and	The financial documents posted on the AWU Qld website are unsigned and mostly

Year ended	Issue	Inconsistent information	
	documents provided to members (s265).	dated. The Designated Officers Certificate also states they have been provided to members.	undated. Accordingly those document as posted on the AWU Qld website do not constitute provision of the financial documents to members under s265.
	13. Designated Officer's Certificate (s268)	Section 268(c) requires the reporting unit to lodge with the ROC a certificate by a prescribed designated officer that states that the documents lodged are copies of the documents provided to members and presented to a general meeting, or presented to a meeting of the committee of management, as the case requires, in accordance with section 266.	Two (2) designated officer's certificates were included with the new Financial Report lodged on 15 December 2017 with the ROC. The first certificate indicates that the Branch report was present to a meeting of the committee of management on 23 November 2017 in accordance with section 266 of the RO Act however, the second certificate indicates that this meeting occurred on 15 December 2017.
	14. Content of the second designated officer's certificate (s268)	The second designated officer's certificate appears to cover the new Financial Reports lodged for the year ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017. It states that <i>'the documents lodged herewith are copies of the full report for The Australian Workers' Union, Queensland Branch for the periods ending 30 June 2014-2017 and the full combined report for The Australian Workers' Union, Queensland Branch and The Australian Workers' Union of Employees, Queensland referred to in s.268 of the Fair Work (Registered Organisations) Act 2009.'</i>	A 'full combined report' for the reporting unit and the AWUEQ was not included with the lodged documents. The financial reporting obligations under Part 3 of Chapter 8 of the RO Act only relate to the federally registered entity and a 'full combined report' of the reporting unit and the AWUEQ is not required and would not satisfy the requirements under the RO Act.
30 June 2015	15. Result for the year (ss253, 254).	The new Financial Report states the result for the 2015 year was a loss of \$9,948 and for the 2014 year, a loss of \$10,764.	The new Operating Report states the result for the 2015 year was a loss of \$237,844. The new Financial Report should state a result for the 2014 year as a <u>profit</u> of \$10,764.
	16. Donation to Free Viet[nam] Labour	Note 3(f) of the new Financial Report refers to a	The Statement of Loans, Grants and Donations lodged under s237 does not

Year ended	Issue	Inconsistent information	
	Federation (ss253, 237 & Reporting Guidelines).	donation of \$1,795 to the Free Viet[nam] Labour Federation).	refer to this donation (however the s237 Statement for another year (2016) does refer to such a donation).
	17. New and Future Australian Accounting Standards (ss253 & AASB 108)	AASB 108 Accounting Policies, Changes in Accounting estimates and Errors paragraphs 28 and 30 require that entities disclose Australian Accounting Standards adopted during the period and Australian Accounting Standards issued by not yet effective with an assessment of the future impact of the standard on the entity.	This information has not been provided in the new Financial Report.
	18. Cash Flow Statement (ss253)	<p>The new Financial Report states that the <i>net cash used by operating activities</i> for the 2015 year is (\$6,792).</p> <p>The figure reported as the <i>net cash used by operating activities</i> for the 2014 year is (\$6,792).</p>	<p>When calculating the figures provided in the Cash flow statement, the <i>net cash used by operating activities</i> for the 2015 year is (\$5,026).</p> <p>The figure for the 2014 financial year should be reported as the <i>net cash from operating activities</i> i.e. \$6,792.</p>
	19. Review of principal activities (s254).	Subsection 254(2)(a) of the RO Act requires an operating report to contain a review of the principal activities of the reporting unit, the results of those activities and any significant changes in the nature of those activities.	The new Operating Report provides a review of the principal activities but does not explain the results of these activities.
	20. Period of Membership of Committee of Management (s.254 & Regulation 159(c)).	Regulation 159(c) of the RO Regs requires the operating report to disclose the period each listed officer serviced on the committee of management during the reporting period.	The new Operating Report states ' <i>the following were members of the Committee as at 30 June 2015</i> '. To satisfy the regulation the reporting unit should disclose the dates of membership during the <u>reporting period</u> for each member or state ' <i>that members of the committee of management held positions for the entire <u>reporting period</u> unless indicated otherwise</i> '.
	21. Unclear whether signed and dated	The lodged financial documents are signed and	The financial documents posted on the AWU Qld website are unsigned and mostly

Year ended	Issue	Inconsistent information	
	documents provided to members (s265).	dated. The Designated Officers Certificate also states that the documents have been provided to members.	undated. Accordingly those document as posted on the AWU Qld website do not constitute provision of the financial documents to members under s265.
	22. Designated Officer's Certificate (s268)	Section 268(c) requires the reporting unit to lodge with the ROC a certificate by a prescribed designated officer that states that the documents lodged are copies of the documents provided to members and presented to a general meeting, or presented to a meeting of the committee of management, as the case requires, in accordance with section 266.	Two (2) designated officer's certificates were included with the new Financial Report lodged on 15 December 2017 with the ROC. The first certificate indicates that the Branch report was present to a meeting of the committee of management on 23 November 2017 in accordance with section 266 of the RO Act however, the second certificate indicates that this meeting occurred on 15 December 2017.
	23. Content of the second designated officer's certificate (s268)	The second designated officer's certificate appears to cover the new Financial Reports lodged for the year ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017. It states that <i>'the documents lodged herewith are copies of the full report for The Australian Workers' Union, Queensland Branch for the periods ending 30 June 2014-2017 and the full combined report for The Australian Workers' Union, Queensland Branch and The Australian Workers' Union of Employees, Queensland referred to in s.268 of the Fair Work (Registered Organisations) Act 2009.'</i>	A 'full combined report' for the reporting unit and the AWUEQ was not included with the lodged documents. The financial reporting obligations under Part 3 of Chapter 8 of the RO Act only relate to the federally registered entity and a 'full combined report' of the reporting unit and the AWUEQ is not required and would not satisfy the requirements under the RO Act.
30 June 2016	24. Cash Flow Statement (ss253)	The new Financial Report states that the <i>net cash used by operating activities</i> for the 2015 year is (\$6,792).	When calculating the figures provided in the Cash flow statement, the <i>net cash used by operating activities</i> for the 2015 year is (\$5,026).

Year ended	Issue	Inconsistent information	
	25. Disclosure of cash flow information (ss253)	<p>Note 12 <i>Cash Flow Information</i> for the 2016 year reports a loss of (\$22,762) and the cash flow from operations as a loss of (\$17,049).</p> <p>Note 12 <i>Cash Flow Information</i> for the 2015 year reports a loss of (\$237,844) and the cash flow from operations as a loss of (\$234,688).</p>	<p>The Statement of Comprehensive Income reports a <u>profit</u> for the year of \$22,762 therefore the cash flow from operations should be a <u>profit</u> of \$17,049.</p> <p>The Statement of Comprehensive Income reports a loss for the year of (\$9,948) therefore the cash flow from operations should be a loss of (\$6,792).</p>
	26. Review of principal activities (s254).	Subsection 254(2)(a) of the RO Act requires an operating report to contain a review of the principal activities of the reporting unit, the results of those activities and any significant changes in the nature of those activities.	The new Operating Report provides a review of the principal activities but does not explain the results of these activities.
	27. Unclear whether signed and dated documents provided to members (s265).	The lodged financial documents are signed and dated. The Designated Officers Certificate also states that the documents have been provided to members.	<p>The financial documents posted on the AWU Qld website are unsigned and mostly undated. Accordingly those document as posted on the AWU Qld website do not constitute provision of the financial documents to members under s265.</p> <p>Also, the <i>Committee of Management Statement</i> on the website is in the name of Ben Swan (and is unsigned) however the Statement that was lodged was in the name of Stephen Baker and is signed.</p>
	28. Designated Officer's Certificate (s268)	Section 268(c) requires the reporting unit to lodge with the ROC a certificate by a prescribed designated officer that states that the documents lodged are copies of the documents provided to members and presented to a general meeting, or presented to a meeting of the committee of management, as the case requires, in accordance with section 266.	Two (2) designated officer's certificates were included with the new Financial Report lodged on 15 December 2017 with the ROC. The first certificate indicates that the Branch report was present to a meeting of the committee of management on 23 November 2017 in accordance with section 266 of the RO Act however, the second certificate indicates that this meeting occurred on 15 December 2017.

Year ended	Issue	Inconsistent information	
	29. Content of the second designated officer's certificate (s268)	The second designated officer's certificate appears to cover the new Financial Reports lodged for the year ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017. It states that <i>'the documents lodged herewith are copies of the full report for The Australian Workers' Union, Queensland Branch for the periods ending 30 June 2014-2017 and the full combined report for The Australian Workers' Union, Queensland Branch and The Australian Workers' Union of Employees, Queensland referred to in s.268 of the Fair Work (Registered Organisations) Act 2009.'</i>	A 'full combined report' for the reporting unit and the AWUEQ was not included with the lodged documents. The financial reporting obligations under Part 3 of Chapter 8 of the RO Act only relate to the federally registered entity and a 'full combined report' of the reporting unit and the AWUEQ is not required and would not satisfy the requirements under the RO Act.
30 June 2017	30. Grants and donations (ss253, 237 & Reporting Guidelines).	The new Financial Report states that expenditure on grants and donations was zero.	The Statement of Loans, Grants and Donations lodged under s237 listed \$30,000 of donations.
	31. Donation to Free Viet[nam] Labour Federation (ss253, 237 & Reporting Guidelines).	Note 3(f) of the new Financial Report refers to a donation of \$1,795 to the Free Viet[nam] Labour Federation).	The Statement of Loans, Grants and Donations lodged under s237 does not refer to this donation (however the s237 Statement for a different year (2016) does refer to it).
	32. Donation to Cancer Council Qld (ss253, 237 & Reporting Guidelines).	Note 3(f) of the new Financial Report refers to a donation of \$1,000 to the Cancer Council Queensland.	The Statement of Loans, Grants and Donations lodged under s237 does not refer to this donation (however the s237 Statement for another year (2016) does refer to such a donation).
	33. Future Australian Accounting Standards (ss253 & AASB 108)	<i>AASB 108 Accounting Policies, Changes in Accounting estimates and Errors</i> paragraphs 30 requires that entities disclose Australian Accounting Standards adopted during the period and Australian Accounting Standards issued by not yet effective with an assessment of the	Not all the relevant information relating to this requirement has been provided in the new Financial Report.

Year ended	Issue	Inconsistent information	
		future impact of the standard on the entity.	
	34. Review of principal activities (s254).	Subsection 254(2)(a) of the RO Act requires an operating report to contain a review of the principal activities of the reporting unit, the results of those activities and any significant changes in the nature of those activities.	The new Operating Report provides a review of the principal activities but does not explain the results of these activities.
	35. Trustee of superannuation entity (s254)	Subsection 254(2)(d) of the RO Act requires details of any officer or member of the reporting unit who is a trustee, or a director of a company that is a trustee, of a superannuation entity or an exempt public sector superannuation scheme.	In the new Operating Report, information is provided on an individual who ceased their appointment as Director of AustSafe Pty Ltd in December 2015. As they did not hold the position of Director AustSafe Pty Ltd during the reporting period ended 30 June 2017, they are not required to be included in the operating report.
	36. Period of Membership of Committee of Management (s.254 & Regulation 159(c)).	Regulation 159(c) of the RO Regs requires the operating report to disclose the period each listed officer serviced on the committee of management during the reporting period.	<p>The new Operating Report states <i>'the following were members of the Committee as at 30 June 2017'</i>. To satisfy the regulation the reporting unit should disclose the dates of membership during the <u>reporting period</u> for each member or state <i>'that members of the committee of management held positions for the entire reporting period unless indicated otherwise'</i>.</p> <p>The new Operating Report also lists information on members who ceased to be on the Committee and who were appointed to the Committee however it relates to events that happened in the previous reporting period.</p>
	37. Unclear whether signed and dated documents provided to members (s265).	The lodged financial documents are signed and dated. The Designated Officers Certificate also states that the documents have been provided to members.	The financial documents posted on the AWU Qld website are unsigned and mostly undated. Accordingly those document as posted on the AWU Qld website do not constitute provision of the financial documents to members under s265.
	38. Designated Officer's Certificate	Section 268(c) requires the reporting unit to lodge with	Two (2) designated officer's certificates were included with the new Financial

Year ended	Issue	Inconsistent information	
	(s268)	<p>the ROC a certificate by a prescribed designated officer that states that the documents lodged are copies of the documents provided to members and presented to a general meeting, or presented to a meeting of the committee of management, as the case requires, in accordance with section 266.</p>	<p>Report lodged on 15 December 2017 with the ROC. The first certificate indicates that the Branch report was present to a meeting of the committee of management on 23 November 2017 in accordance with section 266 of the RO Act however, the second certificate indicates that this meeting occurred on 15 December 2017.</p>
	39. Content of the second designated officer's certificate (s268)	<p>The second designated officer's certificate appears to cover the new Financial Reports lodged for the year ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017. It states that <i>'the documents lodged herewith are copies of the full report for The Australian Workers' Union, Queensland Branch for the periods ending 30 June 2014-2017 and the full combined report for The Australian Workers' Union, Queensland Branch and The Australian Workers' Union of Employees, Queensland referred to in s.268 of the Fair Work (Registered Organisations) Act 2009.'</i></p>	<p>A 'full combined report' for the reporting unit and the AWUEQ was not included with the lodged documents. The financial reporting obligations under Part 3 of Chapter 8 of the RO Act only relate to the federally registered entity and a 'full combined report' of the reporting unit and the AWUEQ is not required and would not satisfy the requirements under the RO Act.</p>



Australian Government
Registered Organisations Commission

9 February 2018

Mr Ben Swan
Branch Secretary
The Australian Workers' Union, Queensland Branch
333 Adelaide Street
BRISBANE QLD 4000

By email: ben.swan@awu.org.au
daniel.walton@nat.awu.net.au

Dear Mr Swan

The Australian Workers' Union Queensland Branch Financial Reports for the years ended 30 June 2014, 30 June 2015, 30 June 2016 and 30 June 2017 – [FR2014/217, FR2015/343, FR2016/261, FR2017/207]

I acknowledge receipt of the financial reports of the Queensland Branch of the Australian Workers' Union (**the Branch**) for the years ended 30 June 2014 to 2017. These documents were lodged with the Registered Organisations Commission on 15 December 2017 under s 268 of the *Fair Work (Registered Organisations) Act 2009*.

I also refer to related applications for s 269 certificates regarding the financial affairs of the Branch for a range of years and in particular between 2004 to 2016.

The purpose of this correspondence is to update you that these matters are currently the subject of review and that in the coming weeks further clarification will be sought about a number of issues of concern.

If you have any queries regarding this letter, please contact on (03) 9603 0731 or via email at joanne.fenwick@roc.gov.au.

Yours sincerely

A blue ink handwritten signature, appearing to be 'Joanne Fenwick', written in a cursive style.

Joanne Fenwick
Financial Reporting Specialist
Registered Organisations Commission



29 April 2015

Mr Ben Swan
Secretary, Queensland Branch
Australian Workers' Union, The
Level 12, 333 Adelaide Street
BRISBANE QLD 4000

Sent by email: Ben.Swan@awu.org.au

Dear Mr Swan

Section 269 application for certificate stating financial affairs of reporting unit are encompassed by financial affairs of associated State body for year ended 30 June 2015 (FR2015/343)

I refer to your application lodged pursuant to section 269 of the *Fair Work (Registered Organisations) Act 2009* in respect of the Queensland Branch of the Australian Workers' Union (**AWU Qld**) for the financial year ended 30 June 2015. The application was lodged with the Fair Work Commission (**FWC**) on 7 December 2015.

I am satisfied that AWU Qld is a reporting unit and that its financial affairs for the financial year ended 30 June 2015 were encompassed by the Australian Workers' Union of Employees Queensland (the Association), an associated State body registered under the *Industrial Relations Act 1999 (Qld)*. The attached certificate reflects this decision.

On 4 February 2016 the FWC requested further information from you in relation to the relationship and administrative arrangements between AWU Qld and the Association, including your understanding of the operation and intent of the Rules of the organisation in relation to management of AWU Qld and the interaction with the Association.

Following conversations and confirmed via correspondence between yourself and Mr Stephen Kellett from the FWC, it was verified that the current arrangement which facilitates the administrative arrangements between the two bodies is appropriate however moving forward it needs to be properly reflected in the Rules of the organisation. I understand that you have agreed to work with the FWC to facilitate the required amendments to the current Rules.

If you wish to discuss this matter, please contact Stephen Kellett on (02) 6746 3283 or by email at stephen.kellett@fwc.gov.au.

Yours sincerely

Chris Enright
Delegate of the General Manager
Fair Work Commission



CERTIFICATE

Fair Work (Registered Organisations) Act 2009

s.269(2)(a)—Reporting unit's financial affairs encompassed by associated State body

The Australian Workers' Union, Queensland Branch
(FR2015/343)

MR ENRIGHT

MELBOURNE, 29 APRIL 2016

Reporting unit's financial affairs encompassed by associated State body

[1] On 7 December 2015 an application was made under s.269(2)(a) of the *Fair Work (Registered Organisations) Act 2009* (the Act) by the Queensland Branch of The Australian Workers' Union (the reporting unit) for a certificate stating that the financial affairs of the reporting unit are encompassed by the financial affairs of the Australian Workers' Union of Employees, Queensland (the Association), an associated State body, in respect of the financial year ending 30 June 2015.

[2] On 7 December 2015, the reporting unit lodged a copy of the audited accounts of the Association with the Fair Work Commission.

[3] I am satisfied that the Association:

- is registered under the *Industrial Relations Act 1999* a prescribed State Act; and
- is, or purports to be, composed of substantially the same members as the reporting unit; and
- has, or purports to have, officers who are substantially the same as designated officers in relation to the reporting unit; and
- is an associated State body.

[4] I am further satisfied that:

- the Association has in accordance with prescribed State legislation, prepared accounts, had those accounts audited, provided a copy of the audited accounts to its members and lodged the accounts with the relevant State authority;
- the reporting unit has lodged a copy of the audited accounts with the Fair Work Commission;
- any members of the reporting unit who are not also members of the Association have been provided with copies of the accounts at substantially the same time as the members of the reporting unit who are members of the Association; and
- a report under s.254 of the Act has been prepared in respect of those activities of the reporting unit and has been provided to the members of the reporting unit with copies of the accounts.

[5] I am satisfied that the financial affairs of the reporting unit in respect of the financial year ending 30 June 2015 are encompassed by the financial affairs of the Association and I certify accordingly under s.269(2)(a) of the Act.



DELEGATE OF THE GENERAL MANAGER

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From: Ben Swan [mailto:Ben.Swan@awu.org.au]
Sent: Wednesday, 27 April 2016 1:47 PM
To: KELLETT, Stephen
Subject: Re: Financial reporting - 269 certificate - rules - previous discussions

Stephen,

I have written to the National Secretary of the Union to have this issue placed on the agenda for the next National Executive, which will be held on 11 May in Ballarat.

As previously discussed, we are advised that there is an immediate remedy available to the Union under Rule 9, which enables the National Executive to retroactively waive any membership fee in appropriate circumstances.

I have requested that National Executive undertake this step on 11 May.

The longer term issue is whether a rule change needs to be made to unpick what appears to have been a pre-December 2000 rule change that had the effect of disturbing arrangements entered into in 1992 re: the s.202 agreement. We will take further detailed advice and undertake more discussions internally about this particular issue in due course and after we have employed the immediate remedy available under Rule 9.

Thanks

Ben Swan
Branch Secretary
AWU Queensland
Mob: 0407846283
Email: ben.swan@awu.org.au

From: KELLETT, Stephen
Sent: Wednesday, 27 April 2016 11:53 AM
To: Ben Swan (Ben.Swan@awu.org.au)
Subject: Financial reporting - 269 certificate - rules - previous discussions

Dear Ben,

I understand you've been looking into your records and consulting internally about the rules which we have been discussing. I have myself been trying to access our own historical records of the relevant rule changes but have not yet identified any helpful record in FWC files.

At this stage, FWC's view is that we ought to get some formal indication/undertaking from the Branch that it will be taking appropriate steps to review and make suitable amendment to the rules to align them to the Branch's arrangement with the State Union. Obviously that process may take time but we are conscious that within a couple of months the current financial year will conclude and the Branch will be looking to making a new application for a section 269 certificate. Upon receipt of such indication, the Delegate would proceed to issue the section 269 certificate.

Please feel free to telephone me on [REDACTED] to clarify anything further or to provide advice on where the Branch is up to.

Yours sincerely

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(email) stephen.kellett@fwc.gov.au

From: KELLETT, Stephen
Sent: Tuesday, 16 February 2016 1:32 PM
To: Ben Swan (Ben.Swan@awu.org.au)
Subject: AWU QLD - s269 - query re federal rules - compliance implications

Dear Ben,

I refer to my email of 4 February 2016 and to our preliminary discussion on 9 February 2016 in relation to the s269 application received by the Fair Work Commission ('FWC') on 7 December 2015. I'm writing to make clearer the nature of FWC's query.

The FWC is interested in ensuring that federal reporting units seeking certificates under section 269 are eligible to do so. Our legal advice is that the meaning of the term "*encompassed by the financial affairs of the associated State body*", used in sub-section 269(2)(a), is that a federal reporting unit must not have any financial affairs separate from those of its state counterpart entity. In our discussion, I understood you to have indicated that the federal Branch and the state counterpart union, the AWUEQ, had operated as one union, for all intents and purposes indistinguishably, but that the AWUEQ owned the assets and collected all subscriptions from all members in Queensland for its own and the federal Branch's behalf. Whilst this would suggest that the federal Branch's financial affairs are as a matter of practice encompassed by the AWUEQ's, and that a section 269 certificate could continue to be granted, the apparent meaning of some federal rules raises the question whether the federal Branch is complying with its own rules.

Rules

The federal rules that appear to provide, without qualification, that the federal Branch will collect member subscriptions (and/or e.g. operate a separate Bank account) include 8, 10, 51, 53 and 54. I referred to these in my earlier email. Moreover, I've been unable to identify any rule in the AWUEQ rules which expressly deems the payment of all the subscriptions to the AWUEQ as equivalent to payments to the federal Branch. The AWUEQ rule 13, and paragraph 2 of the Schedule to the section 202 agreement, only appear to make this equivalence in respect of those members of the AWUEQ covered by the s202 agreement.

I appreciate that the membership is common for both entities because under the federal coverage rules, all members of the federal Branch are also eligible to be, and are, members of the AWUEQ, and that those members covered by particular AWUEQ eligibility rules that don't form part of or aren't reflected in the federal coverage rules are members of the federal Branch by virtue of the section 202 agreement ratified in 1992.

However, the FWC would read the federal rules as establishing an obligation on the federal Branch to collect subscription income. Moreover, insofar as the federal rules expressly deem payment of subscriptions to the federal Branch as equivalent to payments to the AWUEQ for the purposes of becoming an AWUEQ member, it would read the rules as suggesting that the federal Branch is contemplated as a primary (and distinct) recipient of subscription income.

If the FWC has interpreted the plain meaning of the federal rules correctly, then there would appear to be a discordance between the wording of the federal rules and the practice whereby the AWUEQ collects all membership subscription income. In our preliminary view, all other things being equal, the discordance might be remedied by a single rule alteration to rule 8 broadly along the following lines:

[Example] "Provided that where a subscription for membership is due under these rules to be paid by an applicant for membership, or by a member, to a Branch [*or "to the federal Branch in Queensland"], a payment of the subscription to the relevant state union [referred to in sub-rule 8(3)]

for membership in the state union shall discharge the obligation to the Branch and the effect of membership of both the Branch and of the state union will be the same as if it had been paid to the Branch.”

You may have a view about this and whether any other rule alteration would be necessary to ensure the current practice is reflected in the relevant federal rules.

Summary

FWC is not interested in disturbing the asset ownership arrangements of/with the AWUEQ, or changing the way that the two entities operate, but wants to be satisfied that the federal Branch is complying with the federal rules that apply to it with respect to this particular matter. Your comments in response about the meaning of the federal Branch’s rules I’ve identified will assist in forming a view as to whether or not, or how if necessary, they might need to be modified or added to, to ensure that the federal Branch is complying with its own rules or to satisfy FWC that it is. Any other comments about the current arrangements between the two entities you consider would be relevant are also invited. I trust this clarifies the purpose of the FWC’s query and any input from your advisers that assists is welcome.

Yours sincerely

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(email) stephen.kellett@fwc.gov.au

Archived: Thursday, 23 April 2020 2:07:56 PM

From:

To:

Subject: Attention Mr Benjamin Swan - AWU Queensland Branch - FR2015/343 - section 269 application - advice requested

Sensitivity: Normal

Dear Mr Swan

I am currently examining the application by the Queensland Branch of the Australian Workers' Union (the Branch) for a section 269 certificate for the financial year ending 30 June 2015. Whilst the application received is consistent with the Branch's previous applications, as a result of recent legal advice received and an internal review of the assessment and processing of applications, the Fair Work Commission is concerned to ensure that its granting of certificates under section 269 is correctly grounded in a consideration of each applicant organisation's particular circumstances and the nature of how the federal reporting unit's financial affairs are "encompassed" by the state counterpart's. I would therefore like clarification on a couple of points.

Consideration has been given to the respective rules of the federally-registered entity and the state-registered entity, as well as the financial report and operating report lodged with the application. Although the application of section 269 may be thought to rest on an assumption or practice that a state-registered entity collects the revenues and pay the expenses on behalf of the federally-registered entity, during the review of the rules there only appears to be one rule, and that in a limited capacity, that provides for another entity to collect membership fees on behalf of the federal branch.

Sub-rule 77(2) provides that, under the s202 agreement, "Members of the State Union who have paid membership contributions to the State Union in accordance with the Rules of the State Union shall be deemed to have made such contributions to the Union."

Sub-rule 77(3) goes on to say, in support, that "Members of the State Union who satisfy and comply with the Rules of the State Union as to fidelity shall be deemed to be financial members of the Union without the need for any supplementary payment to be made to the Union."

It would appear that these sub-rules have limited application in that they only cover members of the State Union who are covered by the s202 agreement, in other words, those members of the State Union who are not eligible to be members of the federal Branch in their own right. Sub-rule 77(9) says "In this Rule, members of the State Union means members of a State registered Union bound by an agreement referred to in Rule 76, who are not eligible to be members of the Union in accordance with the provisions of Rule 5."

This means that those other members of the State Union who are also members of the federal Branch in their own right do not appear to be members who pay their contributions to the State Union (without also having to pay to the federal Branch) but members who, in paying their contributions to the federal Branch do so without having to pay to the State Union. The following rules appear to apply to those members and appear to require the payment of contributions or fees to the federal Branch, not the State Union:

- Rule 8(4): "Any person signing an application for membership of the Union in a designated State Branch must either sign a payroll deduction authority, a fidelity institution directed authority or pay the prescribed contribution to the Branch Secretary, Organiser, Representative or other authorised person of that designated Branch."
- Rule 8(5): "The signing of an application for membership of the Union in a designated State Branch constitutes an application for membership of the Union and is deemed to be application for membership of the appropriate State Union with constitutional coverage listed under sub-rule (3)."
- Rule 8(6): "The subsequent issuing of a membership ticket prescribed by sub-rule (8) does, if the applicant is employed in a connection with any of the industries or dealings set out either or both Rule 5 or 6 hereof, constitute admission to membership of the Union and of the relevant State Union."
- Rule 8(7): "Every person who is issued with a membership ticket prescribed by this Rule becomes and remains, as the case may be, first a member of this Union and then a member of the relevant State Union."
- Rule 8(9): "A person who is a financial member of the union or a person acquiring financial membership of the union is not obliged to pay any fees to any of the State Unions referred in subrule(3)."

The following rule appears to assume that contributions will be paid (by relevant members) to the federal Branch, as opposed to the state counterpart union:

- Rule 10(4): "All contributions, fines, levies and dues owing by a member must be paid to the Branch Secretary or other duly appointed representative of the Branch on whose register member is enrolled, and such duly appointed representatives must immediately pay all such moneys received to the registered office of the Branch. Where there is no Branch established members must pay their dues to the National Secretary."

The following rule appears to imply that receipts (e.g. contributions) will be deposited in the name of the federal union as opposed to a state counterpart union:

- Rule 51(6): "All Officers, employees, representatives and agents of the Union when receiving moneys on behalf of the Union or any Branch or District must request the person paying money to pay either by cheque drawn in favour of The Australian Workers' Union, specifying the appropriate Branch or District and to cross the cheque or by Electronic Funds Transfer to the official bank account of the Union."

The rule dealing with the receipt and expenditure of Branch funds – rule 52 – explicitly does not apply to the Queensland Branch. Rule 53, which follows, simply provides for the Queensland Branch to contribute to the "maintenance of National Office". However it is worded as if the federal Branch has income in its own right:

- Rule 53(1): "The Queensland Branch of the Union must contribute towards the maintenance of National Office the amount determined by the National Executive."
- Rule 53(2): "The maintenance contribution must be paid monthly in advance."
- Rule 53(3): "Cheques for payment of the contribution must be signed by the Officers authorised to operate on the Queensland Branch account and do not require the authority of Queensland Branch Executive."
- Rule 53(4): "The maintenance contributions to be deposited from the Queensland Branch received in accordance with Rules 9 and 10 and verified from the audit Balance Sheet of the Queensland Branch for the preceding year."

When examining the Rules it is not clear that the Federal Branch does not have any separate and distinct financial transactions, because the rules requiring federal Branch contributions extensive. The financial report purports to be for both federal and state entities it refers to both entities as "an individual entity" and to the "combined operations" and "combined position". This therefore places a question over whether the financial affairs of the federal Branch are "encompassed" by the State counterpart Union's or whether they are in "combined".

Although it appears that by virtue of the s202 agreement, members of the state union will be members of the federal branch where they would not otherwise be, and though various rules make double contributions unnecessary, the rules appear to require some members to pay their contribution to the federal branch and some to the state union which suggests that the entities will have distinct affairs (at least in that respect) that cannot "encompass" each other.

Can you please provide further information in relation to the relationship and administrative arrangements between the federally-registered entity and the state-registered entity and the Branch's understanding of the operation and intent of the Rules of the organisation in relation to management of the Branch and its interaction with the relevant state-registered entity?

Please don't hesitate to telephone me if you wish to discuss this before providing any written advice.

Yours sincerely

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

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(email) stephen.kellett@fwc.gov.au

STRONGER TOGETHER

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Members Hotline 1800 671 449
T: (07) 3221 8844 F: (07) 3221 8700
E: secretary@awu.org.au
Address all correspondence to the Secretary



ABN 54942536069

EK

2 December 2015

Deputy Industrial Registrar
Level 8
Terrace Towers
80 William Street
EAST SYDNEY NSW 2011

Dear Sir

**Re: APPLICATION PURSUANT TO S. 269 OF CHAPTER 8 OF
FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009**

The Australian Workers' Union, Queensland Branch, makes application pursuant to s.269 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009, to be taken to have satisfied Part 3 of Chapter 8.

RELIEF SOUGHT

- . That the Registrar issue a certificate stating that the financial affairs of the reporting unit are encompassed by the financial affairs of the associated State body.
- . That the Reporting Unit is taken to have satisfied Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009.

GROUNDINGS AND REASONS

S.269 of Chapter 8 applies to the Australian Workers' Union, Queensland Branch (hereinafter referred to as the "Reporting Unit") on the following basis:-

1. The Australian Workers' Union of Employees, Queensland (hereinafter referred to as the "associated State body") is registered as an industrial organisation under the Industrial Relations Act 1999 (see Attachment 1)
2. The associated State body is composed of substantially the same members as the Reporting Unit (see Attachment 2).
3. The officers of the associated State body are substantially the same as the officers of the Reporting Unit (see Attachment 3);

Secretary: Ben Swan

The Australian Workers' Union, Queensland Branch.
The Australian Workers' Union of Employees, Queensland.

www.awu.org.au

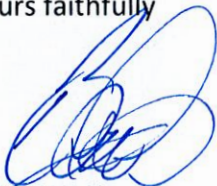
The Reporting Unit is taken to have satisfied Part 3 of Chapter 8 on the following basis:-

- A. The associated State body has, in accordance with the Industrial Relations Act 1999, prepared accounts, had those accounts audited, provided a copy of the audited accounts to its members, and lodged the audited accounts with the Queensland Industrial Registry; and
- B. A copy of the audited accounts are attached hereto (see Attachment 4);
- C. All members of the Reporting Unit and the associated State body, at substantially the same time, have been provided a copy of the Auditor's Report, Accounts and Operating Report, free of charge, in accordance with s.566 of the Industrial Relations Act 1999 and s.265 of the Fair Work (Registered Organisations) Act 2009, by publishing the Reports on the Reporting Unit and Associated State body's Website and advising members by way of a monthly journal that such reports have been published and stating the website where the Reports can be obtained and also advising that a copy of the Reports can be obtained by contacting the local AWU office (see Attachment 5);
- D. As evidenced in paragraphs A to C above, all members of the Reporting Unit and the Associated State body have been provided with an Operating Report, as prepared in accordance with s.254 of Chapter 8.

The AWU submits that based on the grounds and reasons stated herein and the supporting documentation, the Australian Workers' Union, Queensland Branch satisfied s.269 of Chapter 8 and consequently seek the relief as sought in this application.

If you have any queries with regard to this application or seek further supporting evidence, please contact this office.

Yours faithfully



BEN SWAN
BRANCH SECRETARY

**The Australian Workers' Union of
Employees, Queensland and The
Australian Workers' Union, Queensland
Branch**

ABN: 54 942 536 069

Financial Statements

For the Year Ended June 30, 2015

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Contents

For the Year Ended June 30, 2015

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The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Accounting Officer's Certificate

June 30, 2015

I, Ben Swan, being the Accounting Officer responsible for keeping the accounting records for The Australian Workers' Union Queensland Branch and The Australian Workers' Union Of Employees, Queensland ("Union" collectively), certify that as at 30 June 2015 the number of members of the Union was 38,210 (2014: 49,677), made up of 26,091 (2014: 32,494) financial members and 12,119 (2014:17,183) unfinancial members.

In my opinion,

- i) the attached financial statements show a true and fair view of the financial affairs of the Union as at 30 June 2015;
- 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 Union;
- iii) before any expenditure was incurred by the Union, approval of the incurring of the expenditure was obtained in accordance with the rules of the Union;
- iv) with regard to funds of the Union raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules of the Union, no payments were made out of any such fund for a purpose other than the purpose for which the fund was operated, and if any such payment was so made, it was approved in accordance with the rules of the Union;
- v) no loan or other financial benefit, other than remuneration in respect of their full-time employment with the Union, was granted to employees or Officers holding office in the Union; and
- vi) the register of members of the Union was maintained in accordance with the *Industrial Relations Act 1999*.


Ben Swan
Branch Secretary

Brisbane, 25 November 2015

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Independent Audit Report to the members of The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

Scope

Report on the Financial Statements

We have audited the accompanying financial statements, being special purpose financial statements of The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union Queensland Branch ("Union"), which comprises the statement of financial position as at 30 June 2015, statement of comprehensive income, statement of changes in equity, statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, accounting officer's certificate and the committee of management's operating report and statement.

The Committee of Management's ("Committee") responsibility for the Financial Statements

The Committee of the Union is responsible for the preparation of the financial statements and has determined that the basis of preparation described in Note 1 to the financial statements is appropriate to meet the requirements of the *Industrial Relations Act 1999 ("Act")*, the *Fair Work (Registered Organisations) Act 2009* and is appropriate to meet the needs of the members.

The Committee's responsibility also includes such internal control as the Committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors Responsibility

Our responsibility is to express an opinion on the financial statements to the members of the Union based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

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

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

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

2

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Independent Audit Report to the members of The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

Emphasis of Matter

Going Concern

Without modifying our opinion, we draw attention to Note 1(b) in the financial report, which indicates that the Union incurred a net loss of \$1,429,852 during the year ended 30 June 2015 and, as of that date, the Union's current liabilities exceeded its total assets by \$9,536,773. These conditions, along with other matters as set forth in Note 1, indicate the existence of a material uncertainty that may cast significant doubt about the Union's ability to continue as a going concern and therefore the Union may be unable to realise its assets and discharge its liabilities in the normal course of business. We note that the Union has instituted measures which are not yet finalised to resolve these issues.

Debts owing by Tree of Knowledge and 100% Training Pty Ltd

Without modifying our opinion, we draw attention to Note 1(i) in the financial report which indicates that the Union is owed debts amounting to \$1,552,654 from Tree of Knowledge and 100% Training Pty Ltd which are related parties. These entities are in start-up phase and are yet to become self-sustaining. While the executive expects that these debts will be repaid in 3-5 years (perhaps sooner). It is uncertain whether and to what extent these debts will be repaid.

Audit Opinion

In our opinion:

1. The Union has kept satisfactory accounting records for the financial year including records of:
 - (i) the sources and nature of the Union's income, including membership subscriptions and other income from members; and
 - (ii) the nature of and reasons for the Union's expenditure.
2. The accounts for the year ended 30 June 2015 were properly drawn to give a true and fair view of the Union's
 - (i) financial affairs at the end of the year; and
 - (ii) income and expenditure and deficit for the year.
3. The Union's accounts for the year ended 30 June 2015 were prepared under the *Industrial Relations Act 1999*.
4. The Union has prepared its financial disclosure statement and mid-year financial disclosure statement in accordance with the Act.
5. The Union has policies it is required to have under section 553A (1) of the *Industrial Relations Act 1999*.
6. Until deletion of this subsection on 4 July 2014, there was no contravention of S553F of the ACT, in respect of Australian Workers Union of Employees, Queensland and the Australian Workers' Union QLD Spending for Political Purposes.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Independent Audit Report to the members of The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

7. There was no deficiency, failure or shortcoming in any matters referred to in (1) to (5) above.

8. All the information and explanations that officers or employees of the Union were required to provide have been provided

Basis of Accounting

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describe the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Committee's financial reporting responsibilities under the Industrial Relations Act 1999. As a result, the financial statements may not be suitable for another purpose.

Hanrick Curran Audit Pty Ltd
Hanrick Curran Audit Pty Ltd
Authorised Company Auditor: 338599



A D Fraser
Director

Brisbane, 25 November 2015

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Committee of Management Operating Report and Statement June 30, 2015

1. Operating Report

In accordance with section 254 of the Fair Work (Registered Organisations) Act 2009 ("Fair Work Act"), the Committee of Management presents its Operating Report on The Australian Workers' Union Of Employees, Queensland (including The Australian Workers' Union Queensland Branch) ("Union") for the year ended 30 June 2015.

Principal Activities

The principal activity of The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch was to act on behalf of members in respect of:

- employment terms and conditions;
- to secure improved conditions of employment for the members;
- to assist members in dispute resolution;
- to assist members who may become injured in the course of their employment;
- to assist dependents of members through financial benefits; and
- to assist members in unfair dismissal matters before the relevant tribunals

Results

The deficit for the financial year amounted to \$ (1,629,852) (2014: Deficit \$368,045).

Significant Changes

The following significant changes in the state of affairs of the Company occurred during the financial year:

- (i) There has been a decrease in membership due to the former Governments legislative prohibition on public sector entities facilitating payroll deductions for membership dues. Particularly with regard to part time and casual employees.
- (ii) Membership has also decreased due to the demobilisation of significant civil construction projects in Queensland particularly those relating to road tunnel construction and the Curtis Island Gas projects in Gladstone.
- (iii) The Union has continued to provide resources for the expansion of Tree of Knowledge Training's registered scope of operation.

Financial Affairs

The financial affairs of the Union were impacted both in respect of the Union's net equity and cash by the issues detailed in "significant changes" above.

Members Right to Resign

The right of AWU members to resign from the Branch is set out in Rule 14 of The Australian Workers' Union Rules as registered under the *Fair Work (Registered Organisations) Act 2009*.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Committee of Management Operating Report and Statement June 30, 2015

1. Operating Report continued

Membership of Superannuation Scheme

Those who hold a position or trustee or director of any entity, scheme or company as described in s.254 (2) (d) of the *Fair Work (Registered Organisations) Act 2009* where a criterion of such entity is that the holder of such position must be a member or official of a registered organisation are as follows:

Ben Swan	Director of Sunsuper	Appointed: 01/08/2013
Charis Mullen	Trustee of AustSafe Super	Appointed: 31/10/2013
Tracey Sharpe	Trustee of AustSafe Super	Appointed: 01/02/2014
Troy Spence	Chair of Australian Super Qld Advisory Board	Appointed: 01/07/2014
Keith Ballin	Trustee of AustSafe Super	Appointed: 01/07/2009

Number of Members

The number of persons that were, at the end of the financial year to which the report relates, recorded in the register of members for s.230 and who are taken to be members of the Branch under s.244 is 38,210 (2014: 49,677), which is made up of 26,091 (2014: 32,494) financial members and 12,119 (2014: 17,183) unfinancial members.

Stephen Kenneth Baker

Number of Employees

The number of persons who were, at the end of the financial year to which the report relates, employees of the Branch, where the number of employees includes both full-time employees and part-time employees measured on a full-time equivalent basis was 82 (2014:84).

Members of the Committee of Management

Each person has been a member of the Committee for the entire year unless otherwise stated. The name of each person who has been a member of the committee of management of the Branch at any time during the reporting period is as follows:

NAME

Donald Charles Bulow
Peter Thomas Gunsberger
Troy Anthony Spence
Keith Lawrence Ballin
Anthony Beers
Marina Carolyn Chambers
Paul Alexander Robertson
Rodney George Stockham
Daniel Liston
Tracey Ann Sharpe
Benjamin Charles Swan
Stephen Kenneth Baker

Other Information

As detailed in Note 25 to the financial statements the Union secured funding subsequent to balance date in the amount of \$8.851 million. With this exception, there is no other information that the Union considers relevant.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Committee of Management Operating Report and Statement June 30, 2015

Auditor's independence declaration

A copy of the auditor's independence declaration is set out on page 8.

Statement

In accordance with Section 555 of the Industrial Relations Act 1999, the Committee of Management Presents its certificate on the Union for the year ended 30 June 2015.

The Committee of Management of the Union declares that:

1. The financial statements and notes, as set out in pages 9 to 28, are in accordance with the *Industrial Relations Act 1999* and show a true and fair view of the financial affairs of the Union as at 30 June 2015.
2. In the Committee's opinion the Union was solvent for the whole financial year and there are reasonable grounds to believe that the Union will be able to pay its debts as and when they become due and payable.
3. From 1 July 2014 to the date of this report and in the Committee's opinion:
 - (i) meetings of the committee of management were held in accordance with the rules of the Union; and
 - (ii) the financial affairs of the Union have been managed in accordance with the rules of the Union.
4. To the knowledge of any Committee member there have been no instances during the financial year where records, rules or copies of these records or rules required by the *Industrial Relations Act 1999* or the rules to be provided to a member have not been so provided.
5. In respect of the financial statements for the year ended 30 June 2014 the Union has complied with sections 565 and 566 of the *Industrial Relations Act 1999* by presenting to an Annual General Meeting ("AGM") and providing to members the financial statements including auditor's report, of the Union. Members who did not attend the AGM were provided with the audited concise financial statements for the year ended 30 June 2014.

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



Ben Swan
Branch Secretary
Brisbane, 25 November 2015



Stephen Kenneth Baker
Branch Representative
Brisbane, 25 November 2015



The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Auditors Independence Declaration To the Committee of Management The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

As lead auditor for the audit of The Australian Workers' Union Of Employees, Queensland and The Australian Workers' Union Queensland Branch ("Union") for the year ended 30 June 2015, I declare that, to the best of my knowledge and belief, during the year ended 30 June 2015 there has been:

- no contraventions of any applicable code of professional conduct in relation to the audit.

Hanrick Curran Audit Pty Ltd
Authorised Company Auditor: 338599

A D Fraser
Director

Brisbane, 25 November 2015

BRISBANE

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The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Statement of Profit or Loss and Other Comprehensive Income For the Year Ended June 30, 2015

		2015	2014
	Note	\$	\$
Income	2	12,898,807	14,597,301
Employee benefits expense	3	(7,366,570)	(7,348,062)
Depreciation	3	(421,283)	(318,813)
Other operating expenses	3	(6,552,699)	(7,103,177)
Finance costs	3	(195,001)	(204,025)
Profit/(Loss) before income tax		(1,636,746)	(376,776)
Income tax expense		-	-
Profit before disposal of assets		(1,636,746)	(376,776)
Gain on disposal of assets		14,576	36,146
Loss on disposal of assets		(7,682)	(27,415)
Profit for the year		(1,629,852)	(368,045)
Other comprehensive income for the year, net of tax		-	-
Total comprehensive income/(loss) attributable to members of the Union		(1,629,852)	(368,045)

The accompanying notes form part of these financial statements.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Statement of Financial Position

June 30, 2015

	Note	2015 \$	2014 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	377,536	797,704
Trade and other receivables	5	242,747	89,812
Other assets	7	201,751	177,199
TOTAL CURRENT ASSETS		822,034	1,064,715
NON-CURRENT ASSETS			
Trade and other receivables	5	1,552,654	769,151
Property, plant and equipment	6	15,801,548	16,183,254
TOTAL NON-CURRENT ASSETS		17,354,202	16,952,405
TOTAL ASSETS		18,176,236	18,017,120
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	8	2,433,195	1,000,418
Borrowings	9	1,010,565	203,177
Employee benefits	11	2,815,557	2,903,109
Other financial liabilities	10	4,299,490	4,519,009
TOTAL CURRENT LIABILITIES		10,558,807	8,625,713
NON-CURRENT LIABILITIES			
Other financial liabilities	10	128,300	272,426
TOTAL NON-CURRENT LIABILITIES		128,300	272,426
TOTAL LIABILITIES		10,687,107	8,898,139
NET ASSETS		7,489,129	9,118,981
EQUITY			
Retained earnings		7,489,129	9,118,981
TOTAL EQUITY		7,489,129	9,118,981

The accompanying notes form part of these financial statements.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Statement of Changes in Equity

For the Year Ended June 30, 2015

2015

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2014	9,118,981	9,118,981
Surplus/(Loss) attributable to the Union	(1,629,852)	(1,629,852)
Balance at 30 June 2015	<u>7,489,129</u>	<u>7,489,129</u>

2014

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2013	9,487,026	9,487,026
Surplus/(Loss) attributable to the Union	(368,045)	(368,045)
Balance at 30 June 2014	<u>9,118,981</u>	<u>9,118,981</u>

The accompanying notes form part of these financial statements.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Statement of Cash Flows For the Year Ended June 30, 2015

	2015	2014
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Membership Contributions	11,425,042	13,218,769
Interest Received	3,779	17,293
Rent Received	1,642,635	1,665,829
Other Receipts	1,581,148	1,314,774
Employee Benefit Payments	(8,125,733)	(7,175,413)
Interest and Costs of Finance Paid	(59,554)	(136,065)
Affiliation Fees	(291,673)	(302,292)
Payments to Head Office	(1,295,766)	(1,563,539)
Rental Property Expenses	(1,250,820)	(1,483,330)
Other Expenses	(3,541,334)	(5,106,562)
Net cash provided by (used in) operating activities	12(b) <u>87,724</u>	<u>449,464</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Proceeds from sale of property, plant and equipment	52,728	54,182
Purchase of property, plant and equipment	(85,412)	(2,720,209)
Loans to related parties	(783,503)	(769,151)
Net cash used by investing activities	<u>(816,187)</u>	<u>(3,435,178)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Proceeds from borrowings, lease & hire purchase	-	2,770,751
Repayment of borrowings, lease & hire purchase	(499,092)	(126,038)
Net cash used by financing activities	<u>(499,092)</u>	<u>2,644,713</u>
Net increase (decrease) in cash and cash equivalents held	(1,227,555)	(341,001)
Cash and cash equivalents at beginning of year	594,528	935,529
Cash and cash equivalents at end of financial year	12(a) <u>(633,027)</u>	<u>594,528</u>

The accompanying notes form part of these financial statements.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

1 Summary of Significant Accounting Policies

The financial statements cover the Australian Workers' Union Of Employees, Queensland and The Australian Workers' Union Queensland Branch ("Union"), as an individual entity on the basis that:

- essentially all operations are conducted through the State Union; and
- the State Union owns all fixed assets and has accepted responsibility for all liabilities including those which are attributable to Branch eg officials long service leave entitlements. On this basis the financial statements represent the combined operations and combined financial position of the State Union and Branch, effectively operating through the State Union.

The Union was established as a trade union which is incorporated and domiciled in Australia.

(a) Basis of Preparation

These financial statements are special purpose financial statements prepared in order to satisfy the reporting requirements of the *Industrial Relations Act 1999* and the *Fair Work (Registered Organisations) Act 2009*. The Union's executive has determined that the Union is not a reporting entity.

Except for membership income which is recorded on a cash basis, these special purpose financial statements have otherwise been prepared on an accruals basis and are based on historical costs and do not take into account changing money values or, except where stated current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the Union in preparation of the financial statements. The accounting policies have been consistently applied, unless otherwise stated.

(b) Going Concern

During the year the Union recorded a loss of \$1,629,852 as a result of falling membership, start-up costs with respect to related party training entities and additional costs of establishing a membership data base and IT platform.

As a result, current liabilities exceed current assets by \$9,713,773. However it is noted that within this shortfall employee liabilities, which generally don't require additional cash outlay, approximate \$2.8m and funding facilities from the CBA (largely bill facilities - all of which are not in breach of their lending covenants) represent approximately \$4.4m. Accordingly at balance date, there is a shortfall of current assets (excluding prepayments) compared to "core current obligations" (bank overdraft and trade payables) of approximately \$2.6m.

Both prior to and subsequent to balance date the Union has initiated a range of measures including:

- To increase membership (on going);
- Curtailing training costs;
- Making a formal submission for short term funding; and
- Formally appointing an international property group who is actively seeking offers for a major property asset owned by the Union. In this context it is noted that the Union has received an expression of interest from a party interested in purchasing one of the Union's properties at substantially in excess of that property's value.

As a result the executive is of the opinion that the Union will be able to continue as a going concern and believe that the short and medium term measures (some of which are awaiting sign off from 3rd parties) will enable the Union to meet its obligations.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

1 Summary of Significant Accounting Policies continued

(c) Property, Plant and Equipment

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

Property

Freehold land and buildings that have been contributed at no cost, or for nominal cost are valued and recognised at the fair value of the asset at the date it is acquired.

Freehold land and buildings are stated at the Committee of Management's assessment of "fair value", being an amount which is less than the amount which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. The property at 333 Adelaide Street was acquired by the Union on 10 January 1992. It was independently valued by a registered valuer in June 1994 at \$9M. In addition the Union owns a number of properties throughout Queensland. Accordingly the Committee considers that in aggregate these properties have a value well in excess of their carrying value of \$11.18M.

Any revaluation of freehold land and buildings has not taken account of the capital gains tax on assets acquired after the introduction of capital gains tax as the Union is exempt from capital gains tax.

Plant and equipment

Plant and equipment is measured on the cost basis.

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

Depreciation

Assets held under a finance lease and leasehold improvements are depreciated over the shorter of the term of the lease and the assets useful life.

The depreciable amount of all fixed assets excluding buildings and freehold land, is depreciated on a reducing balance method. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of assets are

<i>Class of Fixed Asset</i>	<i>Depreciation Rate</i>
Plant and equipment	5% - 40%
Other Assets	20%

Buildings are not depreciated, as there has been no determination of the separate components of land and buildings. However it is estimated that depreciation on buildings approximates \$80,000 per annum.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

1 Summary of Significant Accounting Policies continued

(d) Income Tax

The Union is exempt from income tax by virtue of s50-45 of the Income Tax Assessment Act 1997.

(e) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts but exclude monies held in Trust. Bank overdrafts are shown within financial liabilities in current liabilities on the Statement of Financial Position.

(f) Non-current assets held for sale

The cost method of accounting is used for all acquisitions of assets regardless of whether shares or other assets are acquired. Cost is determined as the fair value of the assets given up at the date of acquisition plus costs incidental to the acquisition.

(g) Employee benefits

Provision has been made in the financial statements for employees' annual leave, long service leave and sick leave entitlements on the following basis:

Annual Leave and Sick Leave

Annual Leave and Sick Leave have been provided for as the estimated accrued entitlements of all employees on the basis of each employee's terms of employment

Long Service Leave

Provision for employee benefits in the form of long service leave has been made for the estimated accrued entitlements of employees. Official's long service leave and the clerical employees' long service leave entitlements begin to accrue after 5 years of service and the calculation has been performed and entitlements accrued on the basis of each employee's terms of employment.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

1 Summary of Significant Accounting Policies continued

(h) Leases and Hire Purchase

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the assets, but not the legal ownership, are transferred to the Union are classified as finance leases. Finance leases are capitalised, recording an asset and liability equal to the present value of the minimum lease payments including any guaranteed residual values. Leased assets are amortised on a straight line basis over their estimated useful lives where it is likely that the Union will obtain ownership of the asset over the term of the lease. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments for operating leases, where substantially all of the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Hire Purchase

Assets acquired by hire purchase ("HP") are capitalised and depreciated over the life of the asset. Similarly the amount funded by hire purchase is treated as a liability, with finance charges prepaid treated as an asset. These charges are then written off over the term of the HP contract on the basis of estimated interest applicable to each financial year.

(i) Revenue and other income

Revenue from membership contributions is recognised on a cash basis.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Dividend revenue and other income are recognised when the right to receive a dividend or income has been established.

(j) 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 Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

(k) Adoption of new and revised accounting standards

During the current year, the Union has adopted any new and revised Australian Accounting Standards and Interpretations applicable to its operations which became mandatory.

There have been no new and revised Australian Accounting Standards and Interpretations that have come into effect during the current year which have impacted the financial statements of the Union.

(l) New Accounting Standards and Interpretations

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods and which the Union has decided not to adopt.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

1 Summary of Significant Accounting Policies continued

(m) Trust account

There are monies held in trust by the Union in respect of Longreach and South-western. As they do not form part of the Union's monies they have been excluded from the financial statements. These amounts are however shown at Note 17.

(n) Critical accounting estimates and judgments

The directors make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgments made have been described below.

Key estimates - provisions

As described in the accounting policies, provisions are measured at management's best estimate of the expenditure required to settle the obligation at the end of the reporting period. These estimates are made taking into account a range of possible outcomes.

Non-current receivables

Non-current receivables include loans to related parties:

- Tree of Knowledge
- 100% Training Pty Ltd

These entities are in "start-up mode". The executive is confident that these entities will become self-sustaining and therefore cashflow positive which will enable the repayment of their obligations (debts) to the Union in 3 - 5 years.

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

	2015	2014
	\$	\$
2 Revenue from Operations		
General Funds		
Membership fees	10,186,401	12,017,063
Rental income	1,494,943	1,531,678
Insurance refunds	1,569	2,712
Interest received	3,778	17,293
Grants	-	(5,877)
Chifley income	889,637	813,884
Sundry income including arbitration	322,479	220,548
	<u>12,898,807</u>	<u>14,597,301</u>
3 Profit Before Income Tax Expense		
(a) General Fund		
Advertising	154,801	375,254
Affiliation fees	265,157	274,811
Arbitration expense	316,667	270,457
Delegates expenses	48,674	64,672
Depreciation	421,283	318,813
Donations & Grants	233,360	253,997
Employee entitlements - Annual leave	675,534	77,125
Employee entitlements - Long service leave	191,356	95,188
Employee entitlements - Sick leave	414,919	2,051
Employee training expense	49,930	69,488
Fringe benefits tax	41,604	55,161
Interest charges	195,001	204,025
Meeting expenses	303,210	355,090
Motor vehicle expenses	331,784	348,982
National office expenses	1,177,969	1,421,399
Other expenses	1,250,099	1,234,623
Payroll tax	323,136	305,034
Professional service fees	605,955	797,876
Property expenses	1,453,675	1,348,482
Reps & agents commission and expenses	69,358	105,333
Salaries and wages	4,318,912	5,381,534
Superannuation contributions	1,331,803	1,337,336
Telephone and internet	323,928	252,202
Work cover	19,375	25,145
Chifley expenses	18,063	-
	<u>14,535,553</u>	<u>14,974,078</u>

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

	2015	2014
	\$	\$
(b) Gain/(Loss) on disposal of assets		
Loss on disposal of assets	(7,682)	(27,415)
Gain on disposal of assets	14,576	36,146
	<u>6,894</u>	<u>8,731</u>
4 Cash and cash equivalents		
Cash on hand	6,027	6,027
Cash at bank	371,509	791,677
	<u>377,536</u>	<u>797,704</u>
5 Trade and other receivables		
Rental & other receivables	71,700	68,492
GST receivable	171,047	21,320
	<u>242,747</u>	<u>89,812</u>
NON-CURRENT		
Loan to related party - Tree of Knowledge Ltd	506,954	548,051
Loan to related party - 100% Training Pty Ltd	1,045,700	221,100
	<u>1,552,654</u>	<u>769,151</u>
<p>These loans are unsecured and at call. However, it is unlikely that any repayments will be made within the next 12 months.</p>		
6 Property, plant and equipment		
LAND AND BUILDINGS		
Land		
At cost	14,690,537	14,633,345
Total land and buildings	<u>14,690,537</u>	<u>14,633,345</u>
PLANT AND EQUIPMENT		
Plant and equipment		
At cost	713,007	703,287
Accumulated depreciation	(307,028)	(198,638)
Total plant and equipment	<u>405,979</u>	<u>504,649</u>

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

	2015	2014
	\$	\$
6 Property, plant and equipment continued		
Furniture, fixtures and fittings		
At cost	2,664,822	2,651,567
Accumulated depreciation	(2,405,432)	(2,233,960)
Total furniture, fixtures and fittings	<u>259,390</u>	<u>417,607</u>
Motor vehicles		
At cost	1,410,785	1,566,452
Accumulated depreciation	(965,143)	(938,799)
Total motor vehicles	<u>445,642</u>	<u>627,653</u>
Total plant and equipment	<u>1,111,011</u>	<u>1,549,909</u>
Total property, plant and equipment	<u><u>15,801,548</u></u>	<u><u>16,183,254</u></u>

(a) Movements in Property Plant & Equipment

	Land & Buildings	Equipment	Furniture & Fittings	Motor Vehicles	Total
	\$	\$	\$	\$	\$
Balance at the beginning of year	14,633,345	703,287	2,651,567	1,566,452	19,554,651
Additions	57,192	12,280	13,255	2,685	85,412
Disposals - written down value	-	(1,735)	-	(44,101)	(45,836)
Closing cost balance	<u>14,690,537</u>	<u>713,832</u>	<u>2,664,822</u>	<u>1,525,036</u>	<u>19,594,227</u>
Opening accumulated depreciation	-	198,638	2,233,960	938,799	3,371,397
Depreciation expense	-	109,215	171,472	140,596	421,283
Closing accumulated depreciation	<u>-</u>	<u>307,853</u>	<u>2,405,432</u>	<u>1,079,395</u>	<u>3,792,680</u>
Carrying amounts at the end of year	<u><u>14,690,537</u></u>	<u><u>405,979</u></u>	<u><u>259,390</u></u>	<u><u>445,642</u></u>	<u><u>15,801,548</u></u>

7 Other Current Assets

CURRENT

Prepayments	<u>201,751</u>	<u>177,199</u>
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8 Trade and other payables

Trade payables and accruals	1,462,693	885,904
GST payable	581,677	75,106
Superannuation payable	327,240	21,625
Other payables and accruals	61,585	17,783
	<u>2,433,195</u>	<u>1,000,418</u>

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 64 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

	2015	2014
	\$	\$
9 Borrowings		
Bank overdraft	1,010,565	203,177
	<u>1,010,565</u>	<u>203,177</u>

10 Other Financial Liabilities

The Commonwealth Bank of Australia provided finance facilities to:
Assist in the purchase of 333 Adelaide Street;
Assist in the purchase of 26 Golfview Drive, Boyne Island residential property;
Assist in the construction of the new Longreach office building;
Assist in the purchase of units (now sold) and car parks at Spring Hill;
Assist in the purchase of a new computer and updated programs; and
Assist with working capital.

These advances have been in the form of a Bill Discount facility, overdraft facility and Commonwealth Bank Investment Home Loan. Values of which are listed below.

All finance has been secured by a Registered First Mortgage over:

- Land & Buildings at 333 Adelaide Street, Brisbane; and
- The carparks at Spring Hill Gardens, Brisbane.

Commonwealth Bank of Australia		
Bill Facility	3,657,112	3,733,572
Investment Home Loan	33,857	106,179
Hire Purchase	249,247	403,633
Loan - ME Bank on behalf of Tree of Knowledge	485,956	548,051
Total	<u>4,426,172</u>	<u>4,791,435</u>
Current	4,299,490	4,519,009
Lease liability secured	128,300	272,426
Total	<u>4,427,790</u>	<u>4,791,435</u>

The \$485,956 loan that the Union entered into on behalf of Tree of Knowledge Ltd was to assist Tree of Knowledge Ltd to purchase 100% Training Pty Ltd. It should be noted that the repayment of this loan is being made by 100% Training Pty Ltd. The loan has been recorded in the accounts at its carrying value at 30 June 2015.

11 Employee Benefits		
Provision for Annual Leave	1,041,028	1,040,629
Provision for Long Service Leave - Clerical	349,188	409,324
Provision for Long Service Leave - Officials	1,329,126	1,357,364
Provision for Sick Leave	96,215	95,792
	<u>2,815,557</u>	<u>2,903,109</u>

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

	2015	2014
	\$	\$
12 Cash Flow Information		
(a) Reconciliation of cash		
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:		
Cash on hand	6,027	6,027
Bank balances	371,511	791,677
Bank overdraft	(1,010,565)	(203,176)
	<u>(633,027)</u>	<u>594,528</u>
(b) Reconciliation of the result for the year to cashflows from operating activities		
Reconciliation of net income to net cash provided by operating activities:		
Profit/ (Loss) for the year	(1,629,852)	(368,045)
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- depreciation	421,283	318,813
- loss on disposal of property, plant & equipment	(6,894)	(8,731)
- interest paid on finance lease	135,447	21,523
Changes in assets and liabilities		
- (increase)/decrease in trade and other receivables	(152,933)	16,154
- (increase)/decrease in prepayments	(24,552)	10,748
- increase/(decrease) in trade and other payables	1,432,777	284,638
- increase/(decrease) in employee benefits	(87,552)	174,364
Cashflow from operations	<u>87,724</u>	<u>449,464</u>

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

	2015	2014
	\$	\$
12 Cash Flow Information continued		
(c) Credit standby arrangements with banks		
Credit facility	715,000	715,000
The major facilities are summarised as follows:		
1. Bank overdraft facility with a limit of \$700,000. The facility is subject to annual review with interest payable monthly at the variable rate. The facility is not utilised at 30 June 2015.		
2. Finance lease agreements currently valued at \$250,864. The facility terms are determined at the time of commencement of each contract which includes interest payable however the terms to maturity are generally 4 years.		
3. ME Bank loan with a limit of \$4,291,000. The facility terms are determined at the draw-down of the facility. The commercial loan of \$1,500,000 has a maturity term of 10 years from the date of the initial drawdown which is 13 December 2013. The commercial loan of \$2,791,000 has a maximum term of 3 years from the date of initial draw down which is 13 December 2014. The interest is calculated and payable on a monthly basis.		
4. Business card facility with a limit of \$15,000. This facility has a variable interest rate with the balance required to be cleared monthly.		
13 Capital and Leasing Commitments		
Finance Leases		
Minimum lease payments:		
- not later than one year	122,564	117,292
- between one year and five years	128,300	241,828
	<u>250,864</u>	<u>359,120</u>
Operating Lease		
- not later than one year	108,968	183,112
- between one year and five years	347,141	253,002
	<u>456,109</u>	<u>436,114</u>
Rental receivable		
- not longer than one year	1,124,444	1,234,766
- greater than one year but not longer than five years	4,965,909	4,857,944
	<u>6,090,353</u>	<u>6,092,710</u>

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

	2015	2014
	\$	\$

14 Related Parties

Australian Workers' Union of Employees provides financial support to Theodore Club Inc.

The Company's main related parties are as follows:

- The Theodore Club Inc
- Tree of Knowledge Ltd

15 Contingent Liabilities

The Union provides assets as securities in support of any bank overdrafts of the Theodore Club Inc. As at balance date, these facilities were unused. In addition, the Union has contingent liabilities for autopay facilities of \$200,000 and direct debit facilities at the Commonwealth Bank and ME Bank.

The Australian Taxation Office (ATO) is in the process of reconciling the Union's payments to them. There may be further amounts owing to/or refundable from the ATO arising out of this reconciliation. However the amounts (if any) are unknown at this stage.

16 Other Commitments

No other commitments other than the ones listed above.

17 Trust Account

The following funds are held by the Union on behalf of:

Longreach District	54,520	53,772
South Western District	296,649	286,390
Total	351,169	340,162

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements

For the Year Ended June 30, 2015

18 Remuneration & Benefits for Highest Paid Officers

	Salary including Super payments	Board Fees Paid	Non-cash Benefits	Total \$
	\$	\$	\$	
M	131,558	-	-	131,558
M	126,598	-	-	126,598
M	118,494	5,610	-	124,104
M	119,123	-	-	119,123
M	116,451	-	-	116,451
M	113,692	-	-	113,692
M	113,541	-	-	113,541
M	111,981	-	-	111,981
M	109,027	-	-	109,027
M	91,672	-	-	91,672

19 Political Party Affiliation Fees

During the 2015 financial year the Union paid affiliation fees to Australia Labor Party amounting to \$265,157.

20 Spending for Political Purposes

	Nature of Spending	Amount of Spending \$	Expenditure relates to	Authorised by Expenditure Ballot
ALP Qld	Function & events	2,500	Campaign expenses	
ALP Stretton	Function & events	455	Campaign dinner	
ALP Qld Whitsunday	Function & events	182	Campaign expenses	
ALP Qld	Function & events	1,000	Board room luncheon	
Blair FEC	Function & events	727	Budget breakfast	
ALP Qld Nerang	Function & events	1,818	Campaign dinner	
ALP Qld	Function & events	990	Function	
ALP Lytton	Function & events	682	Campaign fundraiser	
ALP Coomera	Donation	250	Prize for auction	
ALP Qld Nerang	Donation	909	Prize for fundraiser	
ALP Qld Mackay	Function & events	909	Dinner	
ALP Qld	Function & events	1,000	Boardroom luncheon	
			Registration fee - ALP National	
ALP National	Meeting expense	273	Conference	
ALP Qld	Donation	80,000	State election donation	
NT Trades & Labour	Donation	2,000	2015 May Day concert (Darwin)	
AWU National Office	Donation	2,000	Candidate donation	
ALP Qld	Function & events	1,818	Dinner	
ALP Qld	Function & events	1,540	"Two Treasurers" lunch - 2 tickets	
ALP Qld	Meeting expense	3,400	State conference delegate fees	
ALP Northern Territory	Meeting expense	227	2015 ALP conference levy	

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements

For the Year Ended June 30, 2015

21 Officers' financial management training

	Position	Date Completed
Ben Swan	Secretary & Branch Executive member	11/02/2015
Peter Gunsberger	District Secretary & Branch Executive member	11/02/2015
Rod Stockham	District Secretary & Branch Executive member	11/02/2015
Keith Ballin	District Secretary & Branch Executive member	11/02/2015
Tracey Sharpe	District Secretary & Branch Executive member	11/02/2015
Steve Baker	District Secretary & Branch Executive member	11/02/2015
Troy Spence	District Secretary & Branch Executive member	11/02/2015
Marina Williams	District Secretary & Branch Executive Member	11/02/2015
Erica Kurth	Personal Assistant to Secretary	11/02/2015
Melinda Chisholm	Financial Controller	11/02/2015
Neta Tuitasi	Membership Officer	11/02/2015
Paul Cradden	Organiser	11/02/2015
Paul Robertson	Branch Executive member & elected organiser	11/02/2015
Tony Beers	Branch Executive member & elected organiser	11/02/2015
Cathy Janetzki	Elected Organiser	11/02/2015
Zac Beers	Elected Organiser	11/02/2015
Rob Carson	Elected Organiser	11/02/2015
Deanne Screen	Elected Organiser	11/02/2015
Sharon Winn	Elected Organiser	11/02/2015
Wally Boulton	Elected Organiser	11/02/2015
Terry Cross	Elected Organiser	11/02/2015
Kylie Swales	Organiser	11/02/2015
Juli Mann	Organiser	11/02/2015
Judy Jones	Elected Organiser	11/02/2015
Jason Shepherd	Organiser	11/02/2015
Barry Martin	Elected Organiser	11/02/2015
Bede Harding	Elected Organiser	11/02/2015
Jack Liston	Elected Organiser	11/02/2015
James Martin	Elected Organiser	11/02/2015
Gavin Duncan	Organiser	11/02/2015
Craig Sell	Organiser	11/02/2015
Alan Bolton	Organiser	11/02/2015
Daryl Harrison	Organiser	11/02/2015
Damian Hale	Organiser	11/02/2015
Luke Mangano	Organiser	11/02/2015
Stephen Christian	Organiser	11/02/2015
David Fixter	Organiser	11/02/2015
Jim Wilson	Organiser	11/02/2015
Mark Raguse	Executive Officer	11/02/2015
Charis Mullen	Campaign Coordinator	11/02/2015
Jared Cassidy	Media and Communications	12/02/2014
Troy McKernan	Industrial Advocate	11/02/2015
Laura Clarke	Policy Coordinator	12/02/2014

The Australian Workers' Union of Employees, Queensland and The Australian Workers' Union, Queensland Branch

ABN: 54 942 536 069

Notes to the Financial Statements For the Year Ended June 30, 2015

21 Officers' financial management training continued

Barry Watson	Industrial Advocate	12/02/2014
Stacey Schinnerl	Industrial Advocate	12/02/2014

22 Union Details

The principal places of business is:
333 Adelaide Street
Brisbane, QLD 4000

23 Information to be provided to Members or Registrar

In accordance with the requirements of the Industrial Relations Act 1999 the attention of members is drawn to the following provisions:

Industrial Relations Act 1999 - Section 556

Sub-Section (1) A member of an organisation may apply to the organisation for information that it must, under a regulation, give its members.

Sub-Section (2) An application may be made by the registrar for a member.

Sub-Section (3) The organisation must give the member or, if the registrar applied for a member, the registrar, the information applied for in a way prescribed under a regulation.

24 Financial Register

The financial register as required under section 557F of the ACT is published by the Union on its website at <http://qld.awu.net.au/notices-and-forms>.

25 Events Occurring After the Reporting Date

On 16 November 2015, the Union received funding in the amount of \$8.851 million from the Alceon Group Pty Ltd in replacement of all existing facilities and for the provision of sufficient working capital for the next 12 months. These facilities are secured by the assets of the Union.

THE AUSTRALIAN WORKERS' UNION OF EMPLOYEES, QUEENSLAND BRANCH
2014/2015 OFFICE HOLDERS AND EXECUTIVE AS AT 30/06/2015

BRANCH SECRETARY	Ben Swan GPO Box 88 Brisbane 4001	Union Official
BRANCH PRESIDENT	Rodney Stockham PO Box 1035 Townsville 4810	Union Official
BRANCH VICE PRESIDENTS (Honorary) 3	Keith Ballin PO Box 1057 Bundaberg 4670	Union Official
	Steve Baker GPO Box 13 Brisbane 4001	Union Official
	Marina Williams GPO Box 88 Brisbane 4001	Union Official
NATIONAL EXECUTIVE MEMBERS (Honorary)	Tracey Sharpe PO Box 508 Toowoomba 4035	Union Official
	Steve Baker GPO Box 13 Brisbane 4001	Union Official
	Keith Ballin PO Box 1057 Bundaberg 4670	Union Official
	Peter Gunsberger PO Box 854 Cairns 4870	Union Official
NATIONAL CONFERENCE DELEGATES (Honorary)	Steve Baker GPO Box 13 Brisbane 4001	Union Official
	Keith Ballin PO Box 1057 Bundaberg 4670	Union Official
	Tony Beers PO Box 5097 Gladstone 4680	Union Official
	Don Bulow C/- GPO Box 13 Brisbane 4001	Concrete Laborer
	Robert Carson PO Box 50 Mount Isa 4825	Union Official
	Peter Gunsberger PO Box 854 Cairns 4870	Union Official
	Daryl Harrison	Union Official

	PO Box 50 Mount Isa 4825	
	Barry Martin GPO Box 88 Brisbane 4001	Union Official
	Bede Harding GPO Box 88 Brisbane 4001	Union Official
	Paul Robertson PO Box 115 Mackay 4740	Union Official
	Tracey Sharpe PO Box 508 Toowoomba 4350	Union Official
	Troy Spence GPO Box 88 Brisbane 4001	Union Official
	Zac Beers PO Box 5097 Gladstone 4680	Union Official
	Sharon Winn PO Box 854 Cairns 4870	Union Official
	Jack Liston PO Box 240 Longreach 4730	Union Official
	Luke Mangano PO Box 1035 Townsville 4810	Union Official
	Wally Boulton GPO Box 13 Brisbane 4001	Union Official
	Cathy Janetzki PO Box 508 Toowoomba 4350	Union Official
CENTRAL DISTRICT		
CENTRAL DISTRICT SECRETARY	Keith Ballin PO Box 1057 Bundaberg 4670	Union Official
BRANCH EXECUTIVE MEMBER (Honorary)	Tony Beers PO Box 5097 Gladstone 4680	Union Official
BRANCH ORGANISER	Tony Beers PO Box 5097 Gladstone 4680	Union Official
BRANCH ORGANISER	Zac Beers PO Box 5097 Gladstone 4680	Union Official
	Craig Sell PO Box 289 Rockhampton 4700	Union Official

BRANCH ORGANISER	Gavin Duncan PO Box 1057 Bundaberg 4670	Union Official
FAR NORTHERN DISTRICT		
FAR NORTHERN DISTRICT SECRETARY	Peter Gunsberger PO Box 854 Cairns 4870	Union Official
BRANCH EXECUTIVE MEMBER (Honorary)	Peter Gunsberger PO Box 854 Cairns 4870	Union Official
	Kylie Swales PO Box 854 Cairns 4870	Union Official
	Stephen Christian PO Box 854 Cairns 4870	Union Official
BRANCH ORGANISER	Sharon Winn PO Box 854 Cairns 4870	Union Official
	David Fixter PO Box 854 Cairns 4870	Union Official
NORTHERN DISTRICT		
NORTHERN DISTRICT SECRETARY	Rodney Stockham PO Box 1035 Townsville 4810	Union Official
BRANCH EXECUTIVE MEMBERS (Honorary)	Paul Robertson PO Box 115 Mackay 4740	Union Official
BRANCH ORGANISER	Luke Mangano PO Box 1035 Townsville 4810	Union Official
	Juli Mann PO Box 1035 Townsville 4810	Union Official
BRANCH ORGANISER	Daryl Harrison PO Box 50 Mount Isa 4825	Union Official
BRANCH ORGANISER	Robert Carson PO Box 50 Mount Isa 4825	Union Official
BRANCH ORGANISER	Paul Robertson PO Box 115 Mackay 4740	Union Official
	Damian Hale GPO Box 3845 Darwin 0801	Union Official
SOUTHERN DISTRICT		
SOUTHERN DISTRICT SECRETARY	Steve Baker GPO Box 13 Brisbane 4001	Union Official

BRANCH EXECUTIVE MEMBER (Honorary)	Don Bulow C/- GPO Box 13 Brisbane 4001	Concrete Laborer
	Alan Bolton GPO Box 13 Brisbane 4001	Union Official
	Jason Shepherd GPO Box 13 Brisbane 4001	Union Official
BRANCH ORGANISER	Walter Boulton C/- GPO Box 13 Brisbane 4001	Union Official
BRANCH ORGANISER	Terry Cross [REDACTED]	
SOUTH WESTERN DISTRICT		
SOUTH WESTERN DISTRICT SECRETARY	Tracey Sharpe PO Box 508 Toowoomba 4350	Union Official
BRANCH EXECUTIVE MEMBER (Honorary)	Tracey Sharpe PO Box 508 Toowoomba 4350	Union Official
BRANCH ORGANISER	Cathy Janetzki PO Box 508 Toowoomba 4350	Union Official
WESTERN DISTRICT		
WESTERN DISTRICT SECRETARY	Jack Liston PO Box 240 Longreach 4730	Union Official
BRANCH EXECUTIVE MEMBER (Honorary) BRANCH ORGANISER	Jack Liston PO Box 240 Longreach 4730	Union Official
METALS AND CONSTRUCTION DIVISION		
M&C DISTRICT SECRETARY	Troy Spence GPO Box 88 Brisbane 4001	Union Official
BRANCH EXECUTIVE MEMBER (Honorary)	Troy Spence GPO Box 88 Brisbane 4001	Union Official
BRANCH ORGANISER	Barry Martin GPO Box 88 Brisbane 4001	Union Official
BRANCH ORGANISER	Bede Harding GPO Box 88 Brisbane 4001	Union Official
BRANCH ORGANISER	Jim Wilson GPO Box 88 Brisbane 4001	Union Official
BRANCH ORGANISER	Marina Williams GPO Box 88	Union Official

	Brisbane 4001	
	Paul Cradden GPO Box 88 Brisbane 4011	Union Official
BRANCH DELEGATE TO DELEGATES MEETING	Wally Boulton GPO Box 13 Brisbane 4001	Union Official
	Terry Cross GPO Box 13 Brisbane 4001	Union Official
	Tony Beers PO Box 5097 Gladstone 4680	Union Official
	Jim Wilson GPO Box 13 Brisbane 4001	Union Official
	Robert Carson PO Box 50 Mount Isa 4825	Union Official
	Marina Williams GPO Box 88 Brisbane 4001	Union Official
	Daryl Harrison PO Box 50 Mount Isa 4825	Union Official
	Barry Martin GPO Box 88 Brisbane 4001	Union Official
	Stephen Christian PO Box 854 Cairns 4870	Union Official
	Paul Robertson PO Box 115 Mackay 4740	Union Official
	Michael Kerley c/- PO Box 1035 Townsville 4810	Union Official
	Peter Ward c/- PO Box 1057 Gladstone 4670	Union Official
	Zac Beers PO Box 5097 Gladstone 4680	Union Official
	Sharon Winn PO Box 854 Cairns 4870	Union Official
	Jack Liston PO Box 240 Longreach 4730	Union Official
	Luke Mangano PO Box 1035	Union Official

	Townsville 4810	
	David Fixter PO Box 854 Cairns 4870	Union Official
	Cathy Janetzki PO Box 508 Toowoomba 4350	Union Official
	Gavin Duncan PO Box 1057 Bundaberg 4670	Union Official
	Bede Harding GPO Box 88 Brisbane 4001	Union Official