



3 October 2016

Mr David Della Bona
President
Civil Contractors Federation, Western Australian Branch
70 Verde Drive
Jandakot WA 6164

By e-mail: ccfwa@civilcontractors.com

Dear Mr Della Bona

**Civil Contractors Federation, Western Australian Branch
Financial Report for the year ended 30 June 2016 - FR2016/95**

I acknowledge receipt of the amended financial report for the year ended 30 June 2016 for the Civil Contractors Federation, Western Australian Branch (CCF-WA). The financial report was lodged with the Fair Work Commission (FWC) on 28 September 2016.

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

Should you wish to discuss the matters raised in this letter, or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8656 4685 or by email at ken.morgan@fwc.gov.au

Yours sincerely

Ken Morgan
Financial Reporting Advisor
Regulatory Compliance Branch

Civil Contractors Federation

WESTERN AUSTRALIAN BRANCH

2016 Annual General Meeting Notice

15th August 2016

Dear Member

Notice is hereby given pursuant to the rules of the Federation that the Annual General Meeting of Members of the Civil Contractors Federation Western Australian Branch (CCFWA) is to be held on Tuesday 6th September 2016 at 10:00am.

This event is being kindly sponsored by Position Partners, an organisation that has been a long-time supporter of the CCFWA.

Meeting details are set out below and the Agenda for the meeting is attached. Also attached are the Minutes of the 2015 Annual General Meeting and the 2015/2016 Annual Report which includes the full financial reports and Auditor's Report for the year ended 30 June 2016. These documents will also be available to Members at the AGM for approval.

Date: 6th September 2016

Time: 9:30am morning tea for 10am start

Location: CCFWA Skill Centre - 70 Verde Drive, Jandakot

Yours sincerely



Jeff Miller
Chief Executive Officer (WA Branch)

Attachments:

- Meeting Agenda
- Minutes of the 2015 AGM
- 2015/2016 Annual Report including Financial Reports and Auditor's Report
- Proxy Form

Civil Contractors Federation

WESTERN AUSTRALIAN BRANCH

2016 Annual General Meeting

6th September 2016
CCFWA Skill Centre – 70 Verde Drive Jandakot

Commencing at 10:00am

Agenda

1. **Welcome**
2. **Apologies**
3. **Adoption of Minutes**
4. **President's Report**
5. **Acceptance of Annual Accounts**
6. **Appointment of Auditor**
7. **General Business**

*The 2016 Civil Contractors Federation Annual General Meeting is kindly
sponsored by:*

Position Partners



**2015/16
CCF WA
ANNUAL REPORT**



**CIVIL CONTRACTORS
FEDERATION**

CIVIL CONTRACTORS FEDERATION

www.civilcontractors.com



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The Training Division of the CCF

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- Working safely at heights
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CCF WA Skill Centre, Jandakot

CIVIL CONTRACTORS FEDERATION WESTERN AUSTRALIAN BRANCH ANNUAL REPORT 2015-2016

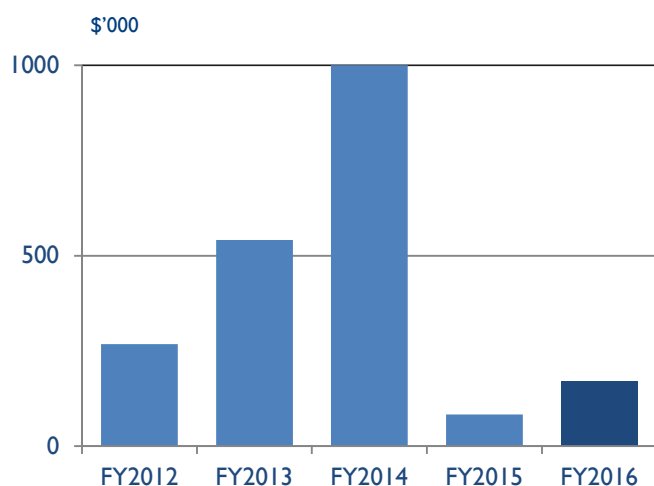
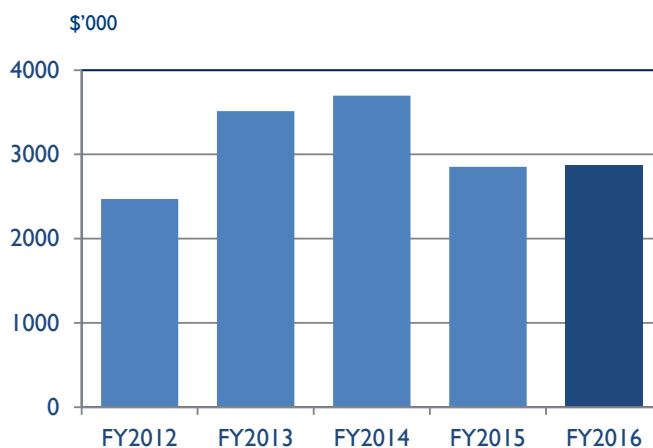
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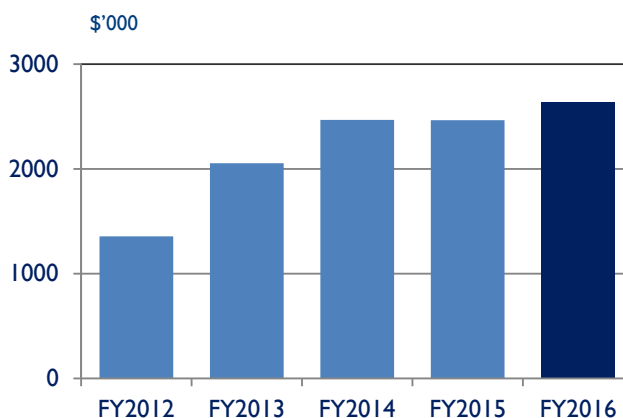


Revenue
\$2.87 million
+0%



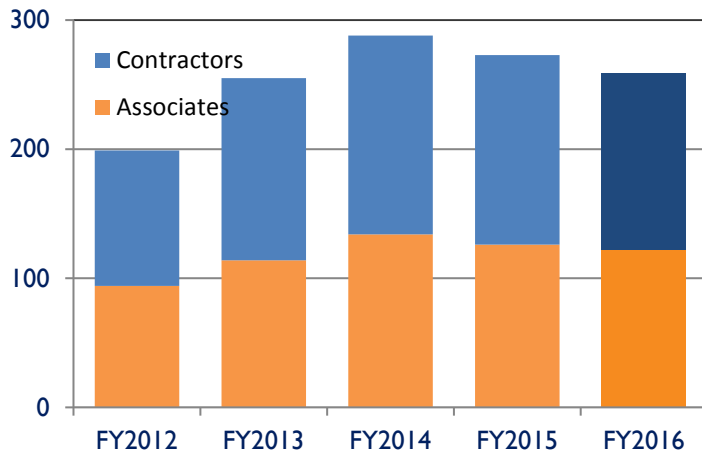
Net Profit
\$171,397
+106%

Net Equity
\$2.64 million
+7%



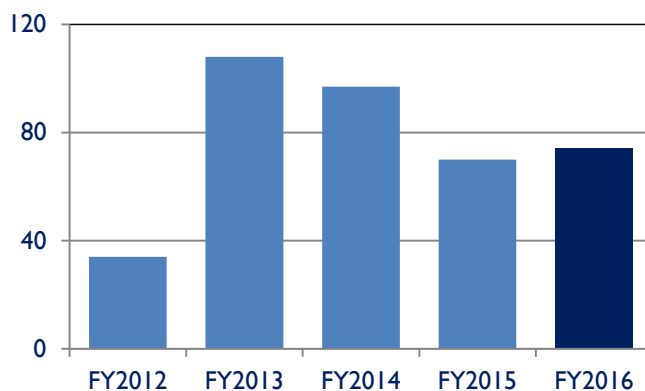
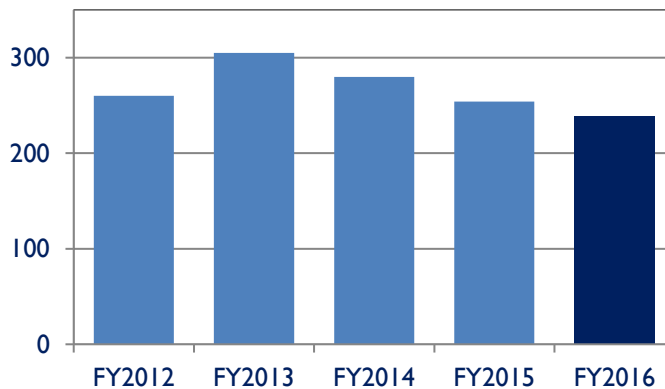
PERFORMANCE AT A GLANCE

The financial information contained in this section should be read in conjunction with the Financial Statements and accompanying notes.



Membership
137 Contractors
-7%
122 Associates
-3%

Trainees
239 enrolled at June 30
-6%



Graduates
74 traineeship completions in 2014/15
+6%



It is my pleasure as CCF WA President to present to members an overview of activities conducted by the Civil Contractors Federation Western Australia Branch (CCF WA) during the 2015/16 financial year.

CCF WA's WA Infrastructure Report 2015, released in September, noted that civil construction activity in this state is in the midst of a steep decline in activity.

"Between the 2012/13 peak and the looming 2017/18 trough, total civil construction work in Western Australia is expected to decline more than 60 per cent, or nearly \$12 billion in annual work done," the report said. "Overwhelmingly, the biggest driver of the decline in civil work from here is the slump in resources investment. BIS Shrapnel estimates that the \$6 billion projected decline in civil construction between 2014/15 and 2017/18 is comprised of a \$6.3 billion collapse in resources-related civil construction offset by a small (\$300 million) net increase in non-resources civil construction.

"The collapse in resources investment will greatly impact the construction of related infrastructure over the next few years, particularly railways, ports, pipelines and electricity assets. Activity in these sectors is expected to fall 60-90 per cent from their boom-time levels. Meanwhile, those infrastructure sectors which command a greater share of public investment – such as roads and telecommunications (including the NBN) – are expected to fare better."

The WA Infrastructure Report was prepared by BIS Shrapnel and formed the centrepiece of CCF WA's advocacy work during 2015/16. The report called for an immediate boost to public sector infrastructure and recommended that with interest rates at historical lows and industry capacity at a peak (reflected in low tender prices), further debt funding of productive infrastructure should be used as an

In addition to this 'big picture' advocacy work, CCF WA continued to actively represent members' interests to key decision makers in the public and private sectors.

effective means to address the infrastructure deficit.

The report's key message runs counter to the conventional wisdom in Australian political discussion, that government debt is something to be avoided. Nevertheless, our advocacy has contributed to a reframing of the public debate and there is now a growing acknowledgement of the benefits of 'good debt', used to fund productivity-enhancing infrastructure. It is disappointing to report, however, that the State Government's overall 2016/17 Asset Investment Program is \$5.9 billion, compared to more \$7 billion in 2012/13 – clearly, there is more work to be done in convincing politicians that infrastructure spending should be increasing, not falling.

In addition to this 'big picture' advocacy work, CCF WA continued to actively represent members' interests to key decision makers in the public and private sectors.

State Government procurement processes and policies were a strong focus as always, and our advocacy resulted in a number of positive outcomes. We successfully argued that the new Government Building Training (GBT) Policy, which requires contractors to achieve apprentice and trainee targets on significant construction and maintenance contracts, should take into account the structural differences that contribute to training rates being typically lower on civil projects than on building projects. Our

PRESIDENT'S REPORT



representation resulted in the inclusion of an 'exceptional circumstances' provision in the GBT Policy, which allows agencies procuring civil works to prescribe a rate lower than the standard 11.5%. While this was a significant achievement, our work in this area is ongoing, as we work with agencies on implementing the exceptional circumstances provision, setting an appropriate target rate, and on reducing the GBT Policy compliance burden on contractors and sub-contractors.

In another significant success, CCF WA's advocacy to Main Roads WA calling for a sustainable pipeline of opportunities for small and mid-tier roads contractors directly contributed to the introduction of a \$50 million Industry Participation Plan (IPP) on the NorthLink WA Stage 2 contract, requiring the head contractor to subcontract a number of work packages to suitably prequalified contractors. This IPP will lead directly to more opportunities for our members, both contractors and suppliers.

As it was for many of our members, 2015/16 was a challenging year for CCF WA financially, and we have had to work hard to realise operating efficiencies. Despite these challenges, one thing we are absolutely committed to is maintaining the levels and standards of our member services. If anything, our member service offering grew stronger. CCF WA hosted ten Industry Roundtables (including two in regional centres), providing contractor members intimate access to key private and public sector clients and Government ministers. Our print and online publications continued to grow in stature and relevance, keeping members informed on industry issues. And as mentioned above, our representation and advocacy was strong and effective.

CCF WA's training arm, Civil Train, had a strong year considering the uncertain industry climate, with revenue increasing year-on-year.

Compliance continued to be a focus.

The Vocational Education and Training in Schools (VETiS) Certificate II in Civil Construction program, which commenced in February 2015, continued thanks to the support of the Construction Training Fund, however we are disappointed that the Department of Training and Workforce Development is yet to provide permanent funding for the program.

The ongoing support of CCF WA's Associate Members continues to be vital to our organisation's success. Special thanks are due to our branch partners in 2015/16 - Platinum Partners Final Trim Operators and Rocla; Gold Partners Arthur J Gallagher and Ledge; Silver Partners Dial Before You Dig, JCB Construction Equipment Australia, MJB Industries and Stellar Recruitment; and Bronze Partners Vinindex and TFI Tyres. Thanks also to the many other associates that have sponsored events during the year.

Sincere thanks go to my predecessor as President, Mick Unger, who I am pleased to say has remained on the CCF WA Board and continues to represent us at a National level, and to other board members Mark Armstrong, Stuart Buckby, John Hovey, Stephen Pollard (Honorary Treasurer), Mike Reilly, Tim Ryan and Steve Tennant (Vice-President).

Finally, on behalf of the board, thanks to CEO Jeff Miller and his senior management team for their continued dedication. We have every reason to face the 2016/17 financial year with confidence.

A handwritten signature in blue ink, which appears to read 'David Della Bona'.

David Della Bona
President



Principal activities s254(2)(a)

The principal activities of the Civil Contractors Federation Western Australian Branch (CCF WA) during the financial year were:

Workplace Relations

- Advice to members on changes to the workplace relations environment including Fair Work Australia changes, and interpretation of the Building and Construction General On-site Award 2010 and National Employment Standards.
- General employee relations issues relating to finding, attracting and retaining skilled staff, unfair dismissal, employee collective agreements and related issues.
- Continuing relationship with workplace relations consultants including referring members to external providers as required for detailed consultation.

Utilities

- Representatives from CCF WA engaged on industry issues with utility providers Western Power, Water Corporation, ATCO Gas Australia, NBN Co and DBP.
- Maintained relationships with key industry groups including Dial Before You Dig (DBYD) WA. CCF WA Industry Representative Mr Peter Rowles continued to represent CCF WA on the WA Dial Before You Dig Board and the Utility Providers Service Committee (UPSC).
- CCF WA Board Member Mr Stuart Buckby and Mr Jeff King represented CCF WA on Water Corporation's Urban Development Advisory Committee (UDAC).
- CCF WA Member Services Manager Andy Graham represented CCF WA on Western Power's Strategic Reference Group (SRG).
- CCF WA continues to consult with members through the Utilities Advisory Group (UAG).

Civil Works

- Mr Dean Capelli and Mr Craig Patterson represented CCF WA on Main Roads WA's Road Construction & Maintenance Industry Advisory Group (WARCMIAAG) and the WARCMIAAG Infrastructure Delivery Group.
- Mr Greg Bendall represented CCF WA on Main Roads WA's Traffic Management Roadworks Advisory Group (TMRAG).
- Separate to WARCMIAAG and TMRAG, CCF WA engaged regularly with senior MRWA management on a wide range of issues.
- CCF WA hosted regular Industry Roundtable luncheon events with key stakeholders in government and industry.
- CCF WA maintained its close relationship with LandCorp through regular meetings with senior officers, including an Executive Committee meeting in May 2016.
- On behalf of LandCorp, CCF WA surveyed civil contractors to measure Aboriginal workforce participation in the industry.

Occupational Safety & Health

- CCF WA has continued to inform and educate members on OSH issues, including progress on the proposed harmonisation of WA's OSH laws with Federal law.

Training

- CCF WA's Registered Training Organisation, Civil Train, completed 74 trainees in 2015/16 – 1 Certificate II, 44 Certificate III and 25 Certificate IV – and delivered short courses to 923 students.
- Civil Train's Vocational Education and Training in Schools (VETiS) Certificate II in Civil Construction program continued with students from two metropolitan high schools.
- Civil Train remained focused on continuous improvements for training delivery.
- CCF WA and Civil Train continued to work closely with the Construction Training Fund

OPERATING REPORT

(CTF) and Construction Training Council. Mr Jeff Miller represented CCFWA on the CTF's Construction Industry Strategic Group, Construction Training Fund Promotions Committee and Construction Industry Working Group.

General Operations

- CCF WA provided a number of formal submissions to State Government departments and agencies.
- CCF WA also contributed to CCF National submissions.
- Members and guests continued to support CCF WA events including the CCF WA Earth

Awards, the Metropolitan Golf Day, Women in Civil functions and CCF WA President's Gala Dinner.

- The CCF WA Earth Awards attracted 15 entries and Earth Awards were presented to project winners in five award categories.
- The 2014 CCF WA Training and Industry Awards, presented at the President's Gala Dinner, attracted a record 42 entries across ten categories.
- CCF WA's Women in Civil program continued to grow under the guidance of Project Officer Belinda Shepherd. A Women In Civil Breakfast held in April.
- CCF WA's magazine, Onsite, was published quarterly. The magazine is produced and



CCFWA President David Della Bona (left) CCFWA CEO Jeff Miller (right) and with 2015 Presidents Award winner Jim Giumelli (centre) at the Presidents Awards Gala Dinner.



designed in-house and is mailed to more than 1300 Member contacts and other key industry stakeholders.

- CCF WA's E-news, containing timely and relevant news and advice, is emailed fortnightly to all member contacts.
- The 2015/16 Western Australian Civil Construction Industry Capacity Guide was produced and distributed to members and industry stakeholders.
- A completely revised and updated version of the CCF-IMS integrated management system was made available to members.
- Regular meetings of South West members were held with a range of guest speakers and topics.

• A successful event for North West members was held in Karratha.

• An End of Year Sundowner for metropolitan area members was well attended.

• Regular meetings of the Board of Management were held throughout the 2015/16 year.

• In addition to items mentioned above, Chief Executive Officer Mr Jeff Miller and CCF WA staff maintained ongoing relationships with: Australian Electoral Commission; Australian Mines & Metals Association; Chamber of Minerals and Energy WA; Construction Mining and Equipment Industry Group; Department of Training and Workforce Development; Metropolitan Redevelopment Authority; Public



OPERATING REPORT

Transport Authority; Department of Planning; Fair Work Australia; Federal Department of Immigration & Border Protection; SkillsDMC; Chamber of Commerce & Industry WA; Building Commission WA; Property Council of Australia (WA); WA Local Government Association; Roads Australia; Roads Foundation; Sustainable Built Environment National Research Centre; Office of the Federal Safety Commissioner.

- State Treasurer Mike Nahan launched CCF WA's WA Infrastructure Report at an event in September 2015.
- CCF WA CEO Jeff Mike met with numerous Government and Opposition MPs to advocate the key messages in the WA Infrastructure Report.

National

- Mr Jeff Miller represented CCF WA at CEO Group meetings and as a member of the CCF National Executive.
- Mr Jeff Miller contributed a monthly column in the CCF national magazine, Earthmover & Civil Contractor.
- CCF WA President Mr Mick Unger was the WA representative on the CCF National Board.
- Relevant branch personnel attended various national training and development meetings as required.



CCF WA Member Brierty won the Category 3 2015 CCF WA Earth Award for the Great Eastern Highway (Bullabulling to Coolgardie) Project.



Results of principal activities s254(2)(a)

The Branch's principal activities resulted in a trading profit of \$171,397 (2015 profit of \$82,681). Cash balances during the year had decreased to \$243,152 from \$446,398. As at reporting date, it has a working capital surplus of \$209,638 (2015: \$67,046).

Significant changes in nature of principal activities s254(2)(a)

There were no significant changes in the nature of the Western Australia Branch principal activities during the financial year.

Significant changes in Branch's Financial Affairs s254(2)(b)

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Western Australia Branch.

Number of Members RO reg 159(a)

The number of persons who, at the end of the financial year, were recorded on the Register of members was: 137 Members and 122 Associate Members. At the end of the previous financial year there were 148 Members and 129 Associate Members.

Number of Employees RO reg 159(b)

The number of persons who were, at the end of the financial year, employees of the Western Australia Branch of the Branch was 11.4 measured on a full-time equivalent basis.

Committee of Management Members RO reg 159(c)

The persons who held office as members of the Committee/Board of Management of the Western Australia Branch during the financial year were:

Name	Position	Period
Michael Unger	President	01/07/2015 to 05/08/2015
David Della Bona	President	06/08/2015 to 30/06/2016
David Della Bona	Vice President	01/07/2015 to 05/08/2015
Steve Tennant	Vice President	06/08/2015 to 30/06/2016
Paul Francis	Hon Treasurer	01/07/2015 to 05/08/2015
Stephen Pollard	Hon Treasurer	06/08/2015 to 30/06/2016
John Hovey	Board Member	01/07/2015 to 30/06/2016
Stuart Buckby	Board Member	01/07/2015 to 30/06/2016
Tim Ryan	Board Member	01/07/2015 to 30/06/2016
Mark Armstrong	Board Member	01/07/2015 to 30/06/2016

OPERATING REPORT

Name	Position	Period
Mike Reilly	Board Member	01/07/2015 to 30/06/2016
Steve Tennant	Board Member	01/07/2015 to 05/08/2015

Trustee or director of trustee company of superannuation entity or exempt public sector superannuation scheme s254(2)(d)

No officers and members hold positions as a trustee or director of a superannuation entity or exempt public sector superannuation scheme where the criterion for holding such position is that they are an officer or member of the Branch.

Manner of resignation

Members may resign from the Branch in accordance with Section 174 of the Fair Work (Registered Organisations) Act 2009 and with rule 9 of the Civil Contractors Federation Constitution and Rules, which reads as follows:

"9 - RESIGNATION OF MEMBERS

(a) A Member may resign from the Branch by written notice addressed and delivered to the Chief Executive Officer.

(b) A notice of resignation from membership of the Branch takes effect:

(i) at the end of two weeks after the notice is received by the Branch: or

(ii) on the day specified in the notice; whichever is later.

(c) Any dues payable but not paid by a former Member of the Branch in relation to a period before the Member's resignation from the Branch took effect, may be sued for and recovered in the name of the Branch, in a court of competent jurisdiction, as a debt due to the Branch.

(d) A notice delivered to the person mentioned in subrule (1) shall be taken to have been received by the Branch when it was delivered.

(e) A notice of resignation that has been received by the Branch is not invalid because it was not addressed and delivered in accordance with sub rule (a) of Rule 9.

(f) A resignation from membership of the Branch is valid even if it is not effected in accordance with this section if the Member is informed in writing by or on behalf of the Branch that the resignation has been accepted."

David Della Bona
WA President



Signature

Dated: 27th September 2016

**Board Statement
for the Year Ended 30 June 2016**

On 27 September 2016 the Board of the Civil Contractors Federation (WA Branch) passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2016:

The Board declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the General Manager of FWC;
- (c) the financial statements and notes give a true and fair view of the financial performance, 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 GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009; and
 - (iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) the information sought in any request of a member of the reporting unit or the General Manager of FWC duly made under section 272 of the RO Act has been furnished to the member or General Manager of FWC; and
 - (vi) There has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RO Act.
 - (vii) In relation to recovery of wages activity, no revenue has been derived from undertaking recovery of wages activity during the period.

For the WA Branch Board:



David Della Bona
WA President

Dated in Perth, this 27th day of September 2016

**AUDITOR'S INDEPENDENCE DECLARATION
TO THE BOARD OF THE
CIVIL CONTRACTORS FEDERATION – WA BRANCH**

We declare that, to the best of our knowledge and belief, during the year ended 30 June 2016 there have been:--

- (i) no contraventions of the auditor independence requirements in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.



Stannards Accountants & Advisors
1/60 Toorak Road, South Yarra VIC 3141



Michael Shulman
Partner (Registered Company Auditor: 163888)
Holder of Current Public Practice Certificate
FWC Approved Auditor

Dated 27/9/16

**Statement of Profit and Loss
for the Year Ended 30 June 2016**

	Note	2016 \$	2015 \$
Revenues	2	2,866,574	2,855,101
Employee expenses	3g	(1,399,964)	(1,506,714)
Depreciation	3d	(163,943)	(209,526)
Bad and doubtful debts	3a	(23,978)	(9,829)
Accounting and audit fees	3b	(22,337)	(10,438)
Merchant fees and bank charges		(4,208)	(4,223)
National Levy	3f	(88,000)	(44,819)
Rental expenses	3c	(1,360)	(6,265)
Functions, seminars and conference costs		(292,366)	(377,142)
Training costs		(329,077)	(203,834)
Consultant costs		-	(933)
Travelling expenses		(25,250)	(32,729)
Motor Vehicle Expenses		(11,952)	(21,206)
Member Services		(14,213)	(18,911)
Interest Paid		-	(584)
Other expenses from ordinary activities	3e	(318,529)	(325,267)
Profit/(loss) from ordinary activities before income tax expense		171,397	82,681
Income tax expense	1a	-	-
Net profit/(loss) from ordinary activities after income tax expense attributable to the Branch		171,397	82,681

The accompanying notes form part of the financial statements

CIVIL CONTRACTORS FEDERATION (WA BRANCH)

**Statement of Comprehensive Income
for the Year Ended 30 June 2016**

	2016	2015
	\$	\$
Profit/(loss) for the period	171,397	82,681
Other Comprehensive Income for the period	-	-
Total Income for the period	171,397	82,681
Total Comprehensive Income attributable to members of the organisation	171,397	82,681

The accompanying notes form part of the financial statements

**Statement of Financial Position
as at 30 June 2016**

	Note	2016 \$	2015 \$
CURRENT ASSETS			
Cash and cash equivalents	4	243,152	446,398
Trade and other receivables	5	1,050,756	879,699
Inventories	6	13,584	15,346
Other current assets	7	103,617	126,069
TOTAL CURRENT ASSETS		1,411,109	1,467,512
NON-CURRENT ASSETS			
Financial assets	8	12,500	12,500
Plant and equipment	9	2,385,051	2,535,336
Other non-current assets	7	29,952	69,621
TOTAL NON-CURRENT ASSETS		2,427,503	2,617,457
TOTAL ASSETS		3,838,612	4,084,969
CURRENT LIABILITIES			
Trade and other payables	10	1,099,877	1,299,345
Short term provisions	11	91,891	66,602
Financial Liabilities	13	9,703	34,519
TOTAL CURRENT LIABILITIES		1,201,471	1,400,466
NON-CURRENT LIABILITIES			
Trade and other payables	10	-	183,755
Long term provisions	11	-	25,321
Financial Liabilities	13	-	9,683
TOTAL NON-CURRENT LIABILITIES		-	218,759
TOTAL LIABILITIES		1,201,471	1,619,225
NET ASSETS		2,637,141	2,465,744
MEMBERS' FUNDS			
Accumulated Surplus		2,637,141	2,465,744
TOTAL MEMBERS' FUNDS		2,637,141	2,465,744

The accompanying notes form part of the financial statements

**Statement of Changes in Members' Funds
for the Year Ended 30 June 2016**

	\$
Balance as at 1 July 2014	2,383,063
Profit /(Loss) attributable to members	<u>82,681</u>
Balance at 30 June 2015	<u>2,465,744</u>
<hr/>	
	\$
Balance as at 1 July 2015	2,465,744
Profit /(Loss) attributable to members	<u>171,397</u>
Balance at 30 June 2016	<u>2,637,141</u>

The accompanying notes form part of the financial statements

Statement of Cash Flows
For the Year ended 30 June 2016

	Note	2016 \$	2015 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members and customers		2,680,862	3,001,856
Receipts from related entities – National Office		9,931	33,068
Receipts from related entities – Queensland Branch		-	2,203
Receipts from related entities – South Australia Branch		-	288
Receipts from related entities – Victoria Branch		617	7,014
Payments to suppliers and employees		(2,735,130)	(2,919,644)
Payments to related entities – National Office (Levy)		(88,000)	(44,819)
Payments to related entities – National Office (other)		(2,871)	(3,401)
Payments to related entities – Queensland Branch		(7,700)	(21,730)
Payments to related entities – South Australia		(70)	(24,091)
Payments to related entities – Victoria Branch		(4,080)	(4,142)
Interest received		4,107	11,451
Interest and other costs of finance		-	(584)
Net cash provided by operating activities	16b	(142,334)	37,469
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of plant and equipment		(16,586)	(52,595)
Purchase of Training Resources		(9,827)	-
Proceeds – sale of fixed assets		-	-
Net cash (used in) investing activities		(26,413)	(52,595)
CASH FLOWS FROM FINANCING ACTIVITIES			
Hire Purchase Contracts		(34,499)	(61,616)
Net cash (used in) financing activities		(34,499)	(61,616)
Net (decrease)/increase in cash held		(203,246)	(76,742)
Cash at the beginning of the financial year		446,398	523,140
Cash at the end of the financial year	16a	243,152	446,398

The accompanying notes form part of the financial statements

Notes to the Financial Statements for the Year Ended 30 June 2016

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Fair Work (Registered Organisations) Regulations 2009 and Fair Work (Registered Organisations) Act 2009.

The financial report covers Civil Contractors Branch (WA Branch) as an Individual entity. Civil Contractors Branch (WA Branch) is a Branch incorporated in Western Australia under the Fair Work (Registered Organisations) Act 2009.

Basis of Preparation

The financial report of Civil Contractors Branch (WA Branch) as an individual entity complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety. The Civil Contractors Branch (WA Branch) is a 'not for profit' organisation.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets.

Cost is based on fair values of consideration given in exchange for assets.

The accounting policies set out below have been consistently applied, unless otherwise stated.

Accounting Policies

a. Income Tax

The Branch is registered under the Fair Work (Registered Organisations) Act 2009 and is believed to be exempt from income tax including capital gains tax, by virtue of the provisions of s.50-15 of the Income Tax Assessment Act 1997.

b. Cash and cash equivalents

Cash and cash equivalents include cash on hand and deposits held at-call with banks or financial institutions, investments in money market instruments maturing in less than three months, net of bank overdrafts.

c. Plant and Equipment

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

Cost and valuation

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

The carrying amount of plant and equipment is reviewed annually by the Board to ensure it is not in excess of the recoverable amount of 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 been discounted to present value in determining recoverable amounts.

All other fixed assets are also measured at the lower of cost and fair value.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

c. Plant and Equipment (cont'd)

Depreciation

The depreciable amounts of plant and equipment are depreciated using the straight line and written down value methods at rates based on their estimated useful lives commencing from the time the assets are held ready for use.

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

	2016	2015
Office, furniture and equipment	7.5-66.66 %	7.5-66.66 %
Motor vehicles	25%	25%
Buildings	2.5% (Straight line)	2.5% (Straight line)
Other Buildings Fitout	20-33%	20-33%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at each balance date.

The assets' carrying value is written down immediately to recoverable amount if the carrying amount is greater than estimated recoverable amount.

Gains and losses on disposal are determined by comparing the proceeds with the carrying amount. These gains and losses are included in the Statement of Profit and Loss.

d. Financial Instruments

Financial instruments are initially measured at cost on trade date, which includes the transaction costs, when the related contractual rights or obligations exist.

Subsequent to the initial recognition, the Board assess whether there is objective evidence that a financial instrument has been impaired. A prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the Statement of Profit and Loss.

e. Employee Benefits

Short-term employee benefits

Provision is made for the Branch's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and vesting sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Branch's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as part of current trade and other payables in the statement of financial position.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

e. Employee Benefits (cont'd)

Long-term employee benefits

Provision is made for employee's long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any measurements for changes in assumptions of obligations for long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Branch's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Branch does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

No provision is made for sick leave as there is no vested liability to pay for accumulated leave and the sick leave to be taken in future reporting periods is not expected to be greater than entitlements which are expected to accrue in those periods.

Superannuation

Contributions are made by the Branch to employee superannuation funds and are expensed when incurred. The Branch is not obliged to contribute to these funds other than to meet its liabilities under the superannuation guarantee system and is under no obligation to make up any shortfall in the funds' assets to meet payments due to employees.

The number of employees at the end of the period was 12.

f. Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the Branch are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are depreciated on a written down value basis over their estimated useful lives where it is likely that the Branch 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 the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

g. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense, and is included in receivables and payables in the Statement of Financial Position.

Cash flows are presented in the Cash Flow Statement on a gross basis, except the GST component of investing and financing activities, which are disclosed as operating cash flows.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

h. Revenue

The Branch recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the entity and specific criteria have been met for each of Civil Contractors Branch WA Branch's activities as discussed below:

The Branch executed an agreement with DEEWR wherein it received \$1.766 million from the department to assist with the funding of the construction of an Industry Skills Centre. As at reporting date, all funding has been received and the Centre was completed. The funding is being amortised to profit and loss over a 5-year period in accordance with funding agreement deliverables. The Centre is reflected in Note 9, and is being depreciated (i.e. the buildings) over its economic life.

Government grants are recognised at fair value where there is reasonable assurance that the grant will be received and all grant conditions will be met. Grants relating to expense items are recognised as income over the periods necessary to match the grant to the costs they are compensating. Grants relating to assets are credited to deferred income at fair value and are then credited to income based upon the terms and conditions of the grant.

Revenue from membership subscriptions is recognised proportionately over the period to which it relates. Any contribution received in advance for the next period is included in deferred income.

Revenue from the rendering of a service (including training subsidies) is recognised in proportion to the stage of completion of the service.

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

All revenue is stated net of the amount of goods and services tax (GST).

i. Comparative figures

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

j. Operating Segment

The Branch is incorporated under the Fair Work (Registered Organisations) Act 2009 and domiciled in Australia.

The Branch operates predominantly in one business and geographical segment, being a representative body of civil engineering contractors in Western Australia, providing professional services, information and advice including industrial relations advice, dispute resolution, training (business, occupational health and safety), changes to acts and legislation, changes to award rates of and work practices to members of the Branch throughout Western Australia.

k. Cash and Cash Equivalents

For the purposes of the Cash Flow Statement, cash and cash equivalents include cash on hand, cash at bank and investments in money market instruments.

Notes to the Financial Statements for the Year Ended 30 June 2016 (cont'd)

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

I. Fair Value of Assets and Liabilities

The Branch measures some of its assets and liabilities at fair value on either a recurring or non-recurring basis, depending on the requirements of the applicable Accounting Standard.

Fair value is the price the Branch would receive to sell an asset or would have to pay to transfer a liability in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset or minimises the payments made to transfer the liability, after taking into account transaction costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

The fair value of liabilities may be valued, where there is no observable market price in relation to the transfer of such financial instruments, by reference to observable market information where such instruments are held as assets. Where this information is not available, other valuation techniques are adopted and, where significant, are detailed in the respective note to the financial statements.

m. National Office Levy

These fees are recognised on an accruals basis, and recorded as an expense in the year to which they relate.

n. Critical Accounting Estimates and Judgments

The Board evaluates estimates and judgments 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, obtained both externally and within the Branch.

Key Estimates – Impairment

The Board assesses impairment on 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. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

No impairment has been recognised in respect of any assets for the year ended 30 June 2016, except as stated in this report.

Key Judgments - Doubtful Debts Provision

The Board have assessed each debtor and have estimated a provision for doubtful debts is required of \$28,000 (2015: \$nil).

Notes to the Financial Statements for the Year Ended 30 June 2016 (cont'd)

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

o. New Accounting Standards for Application in Future Periods

Accounting Standards issued by the AASB that are not yet mandatorily applicable to the Branch, together with an assessment of the potential impact of such pronouncements on the Branch when adopted in future periods, are discussed below:

- AASB 9: *Financial Instruments* and associated Amending Standards (applicable to annual reporting periods beginning on or after 1 January 2018).

The Standard will be applicable retrospectively (subject to the provisions on hedge accounting outlined below) and includes revised requirements for the classification and measurement of financial instruments, revised recognition and derecognition requirements for financial instruments and simplified requirements for hedge accounting.

The key changes that may affect the Branch on initial application include certain simplifications to the classification of financial assets, simplifications to the accounting of embedded derivatives, upfront accounting for expected credit loss, and the irrevocable election to recognise gains and losses on investments in equity instruments that are not held for trading in other comprehensive income. AASB 9 also introduces a new model for hedge accounting that will allow greater flexibility in the ability to hedge risk, particularly with respect to hedges of non-financial items. Should the entity elect to change its hedge policies in line with the new hedge accounting requirements of the Standard, the application of such accounting would be largely prospective.

Although the directors anticipate that the adoption of AASB 9 may have an impact on the Branch's financial instruments, including hedging activity, it is impracticable at this stage to provide a reasonable estimate of such impact.

- AASB 15: *Revenue from Contracts with Customers* (applicable to annual reporting periods beginning on or after 1 January 2018, as deferred by AASB 2015-8: *Amendments to Australian Accounting Standards – Effective Date of AASB 15*).

When effective, this Standard will replace the current accounting requirements applicable to revenue with a single, principles-based model. Except for a limited number of exceptions, including leases, the new revenue model in AASB 15 will apply to all contracts and customers as well as non-monetary exchanges between entities in the same line of business to facilitate sales to customers and potential customers.

The core principle of the Standard is that an entity will recognise revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for the goods or services. To achieve this objective, AASB 15 provides the following five-step process:

- identify the contract(s) with a customer;
- identify the performance obligations in the contract(s);
- determine the transaction price;
- allocate the transaction price to the performance obligations in the contract(s); and
- recognise revenue when (or as) the performance obligations are satisfied.

This Standard will require retrospective restatement, as well as enhanced disclosures regarding revenue.

Although the directors anticipate that the adoption of AASB 15 may have an impact on the Branch's financial statements, it is impracticable at this stage to provide a reasonable estimate of such impact.

Notes to the Financial Statements for the Year Ended 30 June 2016 (cont'd)

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

New Accounting Standards for Application in Future Periods (cont'd)

- AASB 16: *Leases* (applicable to annual reporting periods beginning on or after 1 January 2019).

When effective, this Standard will replace the current accounting requirements applicable to leases in AASB 117: *Leases* and related Interpretations. AASB 16 introduces a single lessee accounting model that eliminates the requirement for leases to be classified as operating or finance leases.

The main changes introduced by the new Standard include:

- recognition of a right-to-use asset and liability for all leases (excluding short-term leases with less than 12 months of tenure and leases relating to low-value assets);
- depreciation of right-to-use assets in line with AASB 116: *Property, Plant and Equipment* in profit or loss and unwinding of the liability in principal and interest components;
- variable lease payments that depend on an index or a rate are included in the initial measurement of the lease liability using the index or rate at the commencement date;
- by applying a practical expedient, a lessee is permitted to elect not to separate non-lease components and instead account for all components as a lease; and
- additional disclosure requirements.

The transitional provisions of AASB 16 allow a lessee to either retrospectively apply the Standard to comparatives in line with AASB 108: *Accounting Policies, Changes in Accounting Estimates and Errors* or recognise the cumulative effect of retrospective application as an adjustment to opening equity on the date of initial application.

Although the directors anticipate that the adoption of AASB 16 will impact the Branch's financial statements, it is impracticable at this stage to provide a reasonable estimate of such impact.

p. Information to be provided to Members or General Manager of FWC

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

- (1) A Member of an organisation, or the General Manager of FWC, may apply to the organisation for specified prescribed information in relation to the organisation 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 organisation.
- (3) An organisation must comply with an application made under subsection (1).

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 2 : REVENUE		
Operating activities:		
Membership Subscriptions	624,016	658,407
Functions	140,447	224,349
Interest Received	4,107	11,451
Training Subsidies	1,344,284	1,197,069
DEEWR Project Funding	353,160	353,160
Sponsorships	181,289	212,284
Publications	105,293	167,297
IMS and SCIMS	9,367	19,069
Other Income	13,214	12,015
Sale of NTRU Resource	91,397	-
Donations / Grants	-	-
Financial Support	-	-
Capitation Fees	-	-
Compulsory and Voluntary Levy	-	-
Total Revenue	2,866,574	2,855,101
NOTE 3 : PROFIT FROM ORDINARY ACTIVITIES		
The operating profit of the Branch before income tax expense has been determined after:		
a. Bad and Doubtful Debts		
Bad debts written off	(4,022)	9,829
Provision for doubtful debts	28,000	-
	23,978	9,829
b. Accounting and Audit Fees		
Accounting fees	18,937	3,828
ISO Certification	-	-
Auditor's remuneration – Financial Statement Audit (other fees: \$nil (2015: \$nil))	3,400	6,610
	22,337	10,438
c. Leases		
Motor Vehicles	1,360	6,265
Rent on Premises	-	-
	1,360	6,265
d. Depreciation		
Plant and equipment	163,943	209,526
	163,943	209,526

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 3 : PROFIT FROM ORDINARY ACTIVITIES (cont'd)		
e. Other expenses comprise:		
Meeting expenses	14,312	4,870
Postage	2,406	5,316
Communication expenses	28,349	20,126
Stationery	23,095	39,866
Insurance expenses	21,003	20,763
Cleaning expenses	18,026	20,927
Electricity, Gas and Water	20,147	18,140
Repairs & Maintenance	22,199	11,581
Resource Development Amortisation	49,496	26,713
Borrowing Costs Amortisation	-	-
Publication Costs	43,092	63,061
Legal costs – Litigation	-	-
Legal costs – Consultation (Other Matters)	8,230	13,793
Subscriptions	306	1,295
Penalties – via RO Act or Regulations	-	-
Consideration to Employers For Payroll Deductions	-	-
Attendance Allowance / Fees – Meetings & Conferences	-	-
Capitation Fees	-	-
Compulsory Levy	-	-
Donations < \$1,000	-	1,505
Donation > \$1,000	1,500	-
Grants < \$1,000	-	-
Grants > \$1,000	-	-
License Fees	13,154	10,340
Affiliation Fees	-	-
Other Costs	53,214	66,971
	318,529	325,267
f. Levy		
National office levy	88,000	44,819
	88,000	44,819

The levy is imposed by the CCF National Office to assist in funding the National Office operations. No other levies (compulsory or otherwise) were paid by the Branch (2015: \$nil).

g. Employee related expenses		
Salaries	1,200,606	1,252,033
Superannuation	113,749	114,519
Employee benefits (annual leave and long service leave)	(7,148)	24,860
Payroll tax	77,878	78,766
Training and recruitment	14,879	36,536
	1,399,964	1,506,714

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 4 : CASH AND CASH EQUIVALENTS		
Current		
Cash on hand	250	250
Cash at bank	242,902	446,148
	243,152	446,398

The weighted average interest rate for cash as at 30 June 2016 is 1% (2015: 3%).

NOTE 5 : TRADE AND OTHER RECEIVABLES

a. Current		
Trade debtors	974,217	851,699
	974,217	851,699
Less: Provision for doubtful debts	(28,000)	-
	946,217	851,699
Other debtors	2,000	-
Accrued income	102,539	-
Sundry debtors	-	28,000
	1,050,756	879,699

b. Terms and Conditions

Trade debtors relate to services provided, they are non-interest bearing and are unsecured. Trade debtors relating to training carry terms of up to 90 days. All other trade debtors carry settlement terms of 30 days. No debtor at year end exceeds trading terms except as provided for above.

Sundry debtors (where recognised) are non-interest bearing and unsecured.

NOTE 6 : INVENTORIES

a. Current		
Training Materials and Publications at net realisable value	13,584	15,346

NOTE 7 : OTHER ASSETS

Current		
Prepayments	103,617	126,069
Other current assets	-	-
	103,617	126,069
Non Current		
Other non-current assets (including training resources)	29,952	69,621
	29,952	69,621

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 8 : FINANCIAL ASSETS		
a. Non-Current		
Shares in unlisted company – at Board valuation	12,500	12,500

b. Terms and Conditions

The Branch holds 625 shares in Beaconsfield Press Pty Limited. The shares of the Company are valued based on the consideration of the transfer to Civil Contractors Branch (WA Branch) in August 2000. The Board continues to believe that this valuation is the most appropriate manner in which to value these shares.

c. Other Current and Non-Current Assets

Other current and non-current assets represent resources/projects being amortised over their economic lives (maximum period of amortisation: 5 years), once they commence generating revenue.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 9 : PLANT AND EQUIPMENT		
Motor vehicles – at cost	343,020	343,020
Less: Accumulated depreciation	(215,377)	(173,220)
	<u>127,643</u>	<u>169,800</u>
Plant and equipment – at cost	887,990	874,353
Less: Accumulated depreciation	(609,784)	(522,998)
	<u>278,206</u>	<u>351,355</u>
Land and Buildings (Skills Centre) – at cost	2,134,484	2,134,484
Less: Accumulated depreciation	(155,282)	(120,303)
	<u>1,979,202</u>	<u>2,014,181</u>
Total plant and equipment – net book value	<u>2,385,051</u>	<u>2,535,336</u>
Reconciliation of movements in plant and equipment		
Motor vehicles – at cost		
Carrying amount at beginning of the year	169,800	223,533
Additions	-	2,727
Disposals	-	-
Depreciation expense	(42,157)	(56,460)
Carrying amount at end of the year	<u>127,643</u>	<u>169,800</u>
Plant and equipment		
Carrying amount at beginning of the year	351,355	429,012
Additions	16,586	40,527
Disposals	(2,928)	-
Depreciation expense	(86,807)	(118,184)
Carrying amount at end of the year	<u>278,206</u>	<u>351,355</u>
Land and Buildings		
Carrying amount at beginning of the year	2,014,181	2,039,722
Additions	-	9,341
Depreciation expense	(34,979)	(34,882)
Carrying amount at end of the year	<u>1,979,202</u>	<u>2,014,181</u>
Total	<u>2,385,051</u>	<u>2,535,336</u>

Skills Centre

The Branch executed an agreement with DEEWR wherein it received \$1.766 million from the department to assist with the funding of the construction of an Industry Skills Centre. As at reporting date, all funding has been received and the Centre was completed. The funding is being amortised to profit and loss over a 5 year period in accordance with funding agreement deliverables. The Centre is reflected in Note 9, and is being depreciated (i.e. the buildings) over its economic life.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 10 : TRADE AND OTHER PAYABLES		
a. Current		
Deferred income	873,315	1,101,366
Trade creditors	229,980	198,849
Sundry creditors and accruals	(3,418)	(870)
	1,099,877	1,299,345
b. Non Current		
Deferred income	-	183,755

c. Terms and Conditions

Deferred income relates to cash receipts for membership fees, training and advertising revenue received for the 2016/17 year and project funding received for 2016/17 and beyond.

Creditors and accruals are settled within the terms of payments offered, which is usually within 30 days. These balances are unsecured and no interest is applicable on these accounts.

NOTE 11 : PROVISIONS

a. Current		
Provisions for annual leave – staff	62,540	66,602
Provisions for long service leave - staff	29,351	-
	91,891	
b. Non Current		
Provisions for long service leave - staff	-	25,321
c. Aggregate employee entitlement liability	91,891	91,923
d. Number of employees at year-end	12	16

Of the amounts owing above, they are payable as follows:-

	Annual Leave		Long Service Leave and Retirement Allowance		Total	
	2016 \$	2015 \$	2016 \$	2015 \$	2016 \$	2015 \$
Officeholders	-	-	-	-	-	-
Other Staff	62,540	66,602	29,351	25,321	91,891	91,923
Total	62,540	66,602	29,351	25,321	91,891	91,923

There are no provisions for separation and redundancy or other provisions for officeholders or other employees (2015: \$nil)

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

Provision for Employee Benefits

Provision for employee benefits represents amounts accrued for annual leave and long service leave.

The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the Branch does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the Branch does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

NOTE 12:

Employee Benefits	Elected Officials (Office holders)		Employees (other than Elected Officials)		Total	
	2016 \$	2015 \$	2016 \$	2015 \$	2016 \$	2015 \$
Employee benefits paid / accrued during the year						
Wages and Salaries	-	-	1,198,894	1,242,450	1,198,894	1,242,450
Annual Leave and Long Service Leave	-	-	(7,148)	24,860	(7,148)	24,860
Redundancy Payments	-	-	1,712	9,583	1,712	9,583
Superannuation	-	-	113,749	114,519	113,749	114,519
Total	-	-	1,307,207	1,391,412	1,307,207	1,391,412

There were no share based payments to officeholders or staff in 2016 or 2015. There were no other employee expenses paid in 2016 (2015: \$Nil).

	2016 \$	2015 \$
NOTE 13 : BORROWINGS		
a. Current		
Hire Purchase - Motor Vehicles	9,703	34,519
	9,703	34,519
b. Non-Current		
Hire Purchase - Motor Vehicles	...	9,683
Loan - Westpac Banking Corporation	...	-
	...	9,683

c. Terms and Conditions

Hire purchase facilities are secured by the assets they are financing.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 14: FINANCIAL RISK MANAGEMENT

Financial Risk Management Policies

The Branch's financial instruments consist mainly of deposits with banks, short term investments, accounts receivable and payable, and investments in an unlisted company.
The Branch does not have any derivative instruments at 30 June 2016.

i. Terms, Conditions and Accounting Policies

The Branch's accounting policies are included in Note 1, while the terms and conditions, including the effective weighted average interest rate of each class of financial asset and financial liability both recognised and unrecognised at the balance date are included under the appropriate note for that instrument.

ii. Treasury Risk Management

The Branch Board members meet on a regular basis to analyse financial risk exposure and to evaluate treasury management strategies in the context of the most recent economic conditions and forecasts.

iii. Financial Risk Exposures and Management

The main risks the Branch is exposed to through its financial instruments are interest rate risk, liquidity and credit risk.

Liquidity and credit risk

The Branch manages these risks by monitoring its cashflows and its credit terms on trade debtors

Interest rate risk

The Branch has performed a sensitivity analysis relating to its exposure to interest rate risk at balance date. This sensitivity analysis demonstrates the effect on current year results and equity which could result from a change in this risk.

As at 30 June 2016, the effect on profit and equity as a result of the changes in interest rate, with all other variables remaining constant would be as follows:

	2016 \$	2015 \$
Change in profit/(loss)		
Increase in interest rate by 1%	2,332	4,019
Decrease in interest rate by 1%	(2,332)	(4,019)
Change in equity		
Increase in interest rate by 1%	2,332	4,019
Decrease in interest rate by 1%	(2,332)	(4,019)

No sensitivity analysis has been performed on foreign currency risk as the Branch is not materially exposed to foreign currency fluctuations.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 14 : FINANCIAL RISK MANAGEMENT (cont'd)

The Branch's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on classes of financial assets and financial liabilities, is as follows:-

	Weighted Average Effective Interest Rate %	Floating Interest Rate \$	1 year or less \$	Fixed Interest Rate Maturities 1 to 5 years \$	Over 5 years \$	Non Interest Bearing \$	Total \$
30 June 2016							
Assets:							
Cash	1.00	242,902	-	-	-	250	243,152
Trade and Sundry Debtors						1,050,756	1,050,756
		242,902	-	-	-	1,051,006	1,293,908
Liabilities:							
Sundry Creditors & Other Liabilities	6.43	-	(9,703)	-	-	(1,099,877)	(1,109,580)
		-	(9,703)	-	-	(1,099,877)	(1,109,580)
Net financial assets		242,902	(9,703)	-	-	(48,871)	184,328
30 June 2015							
Assets:							
Cash	2.70	446,148	-	-	-	250	446,398
Trade and Sundry Debtors						879,699	879,699
		446,148	-	-	-	879,949	1,326,097
Liabilities:							
Sundry Creditors & Other Liabilities	6.43	-	(34,519)	(9,683)	-	(1,483,100)	(1,527,302)
		-	(34,519)	(9,683)	-	(1,483,100)	(1,527,302)
Net financial assets		446,148	(34,519)	(9,683)	-	(603,151)	(201,205)

Credit Risk Exposure

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount of those assets, net of any provisions for doubtful debts, as disclosed in the Statement of Financial Position and notes to the financial report.

The Branch is not materially exposed to any individual credit risk.

iv. Net Fair Values

The aggregate net fair values and carrying amount of financial assets and financial liabilities are disclosed in the Statement of Financial Position and in the notes to the financial statements.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 15: RELATED PARTIES

a. WA Branch Board members

The names of the members of the WA Branch Board who held office during the year are as follows:

Michael Unger, David Della Bona, Paul Francis, Mark Armstrong, Tim Ryan, Mike Reilly, John Hovey, Steve Tennant, Stuart Buckby and Stephen Pollard.

Members of the WA Branch Board received no attendance fees during the year, nor do they accrue any entitlements.

The officeholders received no 'non cash' benefits (2015: \$nil). No officeholder of the Branch during the year and/or the prior year had any material personal interest in a matter that he/she has or did acquire, or a relative of the officeholder has or did acquire.

No officeholder or officer of the Branch (this year or last year) received any remuneration because they were a member of, or held position with a Board or other organisation because:-

- i) The officeholder held such a position with the Board or other organisation only because they were an officeholder of the Branch; or
- ii) They were nominated for the position by the Branch; or
- iii) They received remuneration from any third party, in connection with the performance of their duties as an officeholder of the Branch.

b. Names and positions held by key management personnel in office at any time during the year

Jeff Miller - Chief Executive Officer
Harmony Thuresson - General Manager, Operations
Julie Luci – Office Manager

c. Key Management Personnel Remuneration	2016 \$			2015 \$		
	Short Term Benefits \$	Post Employment Benefits \$	Total \$	Short Term Benefits \$	Post Employment Benefits \$	Total \$
Total Compensation	386,609	36,651	423,260	472,754	41,530	514,284

d. Annual Leave and Long Service Leave Accrued for Key Management Personnel	2016 \$			2015 \$		
	Annual Leave \$	Long Service Leave \$	Total \$	Annual Leave \$	Long Service Leave \$	Total \$
Total Leave Provision	37,149	29,351	66,500	33,764	25,309	59,073

No termination benefits or share based payments were received, nor any other benefits by key personnel.

Notes to the Financial Statements for the Year Ended 30 June 2016 (cont'd)

NOTE 15: RELATED PARTIES (cont'd)

e. Transactions with National Office, Branches and Related Entities

Entities related to WA Branch Board members paid membership fees, received training, purchased statutory awards and updates from the Branch during the year on the same commercial terms and conditions offered to all other members.

Levy Payment – National Office	2016	2015
	\$	\$
During the year, the WA Branch paid to the National Office a per capita payment calculated in accordance with the rules.	88,000	44,819

Other sundry income/charges between the WA Branch and other reporting units are set out below, and were on normal commercial terms and conditions.

f. Related Party balances at year end

Unsecured and interest free amounts receivable/(payable) at reporting date	2016	2015
	\$	\$
National Office	(6,218)	-
Queensland Branch	97,357	(550)
South Australia Branch	-	-
Victoria Branch	1,740	1,562
	92,879	1,012
Reconciliation- related entity loans		
National Office		
Carrying amount at beginning of the year	-	5,356
Levy charged	(88,000)	(43,836)
Sundry charges	(13,308)	(4,384)
Sundry income	14,150	27,712
Receipts	(9,931)	(33,068)
Payments made	90,871	48,220
Carrying amount at end of the year	(6,218)	-
Queensland Branch		
Carrying amount at beginning of the year	(550)	(349)
Sundry charges	(7,975)	(21,931)
Sundry income	98,182	2,203
Receipts	-	(2,203)
Payments made	7,700	21,730
Carrying amount at end of the year	97,357	(550)
South Australia Branch		
Carrying amount at beginning of the year	-	(7,991)
Sundry income	(70)	288
Sundry charges	-	(16,100)
Receipts	-	(288)
Payments made	70	24,091
Carrying amount at end of the year	-	-
Victoria Branch		
Carrying amount at beginning of the year	1,562	220
Sundry income	(3,833)	4,214
Sundry charges	548	-
Receipts	(617)	(7,014)
Payment made	4,080	4,142
Carrying amount at end of the year	1,740	1,562

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 16: CASH FLOW INFORMATION		
a. Reconciliation of Cash		
Cash on hand	250	250
Cash at bank	242,902	446,148
	<u>243,152</u>	<u>446,398</u>
b. Reconciliation of profit from ordinary activities after income tax to net cash provided by operating activities		
Operating profit after income tax	171,397	82,681
Non-cash flows in profit from ordinary activities		
- Depreciation	163,943	209,526
- Amortisation – Resource Development	49,496	26,713
- Amortisation – Borrowing Costs	-	-
- DEEWR Funding	-	-
- Loss on sale of fixed assets	2,928	-
Changes in assets and liabilities		
Decrease/(Increase) in receivables	(171,057)	200,779
Decrease/(Increase) in inventories	1,762	8,503
Decrease/(Increase) in other assets	22,452	(69,949)
(Decrease)/Increase in payables and other creditors	(383,223)	(440,836)
(Decrease)/Increase in provisions	(32)	20,052
Net cash provided by operating activities	<u>(142,334)</u>	<u>37,469</u>

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

	2016 \$	2015 \$
NOTE 17: OPERATING COMMITMENTS		
Operating Lease Commitments		
Non-cancellable operating leases contracted for but not capitalised in the financial statements:		
- not later than 12 months	11,434	11,434
- between 12 months and five years	24,166	35,631
- greater than five years		-

NOTE 18: FAIR VALUE MEASUREMENT

The Branch measures and recognises the following assets and liabilities at fair value on a recurring basis after initial recognition:

- financial assets at fair value through profit or loss;
- available-for-sale financial assets; and
- freehold land and buildings.

The Branch does not subsequently measure any liabilities at fair value on a recurring basis, or any assets or liabilities at fair value on a non-recurring basis.

a. Fair Value Hierarchy

AASB 13: Fair Value Measurement requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurements into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1	Level 2	Level 3
Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.	Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.	Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation Techniques

The Branch selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected are consistent with one or more of the following valuation approaches:-

- Market approach: valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.
- Income approach: valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.
- Cost approach: valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Notes to the Financial Statements for the Year Ended 30 June 2016 (cont'd)

NOTE 18: FAIR VALUE MEASUREMENT (cont'd)

a. Fair Value Hierarchy (cont'd)

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Branch gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

The following tables provide the fair values of the Branch's assets and liabilities measured and recognised on a recurring basis after initial recognition and their categorisation with the fair value hierarchy.

	30 June 2016			Total \$
	Level 1 \$	Level 2 \$	Level 3 \$	
Recurring fair value measurements				
<i>Financial assets</i>				
Financial assets at fair value through profit or loss:	-	-	-	-
Available-for-sale financial assets:	-	12,500	-	12,500
Total financial assets recognised at fair value	-	12,500	-	12,500
<i>Non-financial assets</i>				
Freehold land & buildings	-	1,979,202	-	1,979,202
Total non-financial assets recognised at fair value	-	1,979,202	-	1,979,202

	30 June 2015			Total \$
	Level 1 \$	Level 2 \$	Level 3 \$	
Recurring fair value measurements				
<i>Financial assets</i>				
Financial assets at fair value through profit or loss:	-	-	-	-
Available-for-sale financial assets:	-	12,500	-	12,500
Total financial assets recognised at fair value	-	12,500	-	12,500
<i>Non-financial assets</i>				
Freehold land & buildings	-	2,014,181	-	2,014,181
Total non-financial assets recognised at fair value	-	2,014,181	-	2,014,181

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 18: FAIR VALUE MEASUREMENT (cont'd)

b. Valuation Techniques and Inputs Used to Measure Level 2 Fair Values

Description	Fair Value at 30 June 2016 \$	Fair Value at 30 June 2015 \$	Valuation Technique(s)	Inputs Used
<i>Non-financial assets</i>				
Financial assets at fair value through profit or loss:	1,979,202	2,014,181	Market approach using recent observable market data or income approach using discounted cash flows	Price per square metre, market borrowing rate
Available-for-sale financial assets:	12,500	12,500	Market approach using recent observable market data or discounted cashflows	Price per share, market borrowing rate
	1,991,702	2,026,681	-	-

c. Disclosed Fair Value Measurements

The following assets and liabilities are not measured at fair value in the statement of financial position, but their fair values are disclosed in the notes:-

- accounts receivable and other debtors;
- accounts payable and other payables; and
- hire purchase liabilities.

The following table provides the level of the fair value hierarchy within which the disclosed fair value measurements are categorised in their entirety and a description of the valuation techniques(s) and inputs used:

Description	Fair Value at Hierarchy Level	Valuation Technique(s)	Inputs Used
<i>Assets</i>			
Accounts receivable and other debtors	3	Income approach using discounted cash flow methodology	Market interest rates for similar assets
<i>Liabilities</i>			
Accounts payable and other payables	3	Income approach using discounted cash flow methodology	Market interest rates for similar assets
Hire purchase liabilities	2	Income approach using discounted cash flow methodology	Current commercial borrowing rates for similar instruments

NOTE 19: EVENTS SUBSEQUENT TO BALANCE DATE

No matters or circumstances have occurred since the end of the financial year which significantly affect, or may significantly affect, the operations of the Branch, the results of those operations or the state of affairs of the Branch in future financial years.

**Notes to the Financial Statements
for the Year Ended 30 June 2016 (cont'd)**

NOTE 20: CONTINGENT LIABILITIES

The Branch is not subject to any material contingent liabilities at balance date.

NOTE 21: ECONOMIC DEPENDENCY

The Branch is economically dependent on ongoing funding in the form of Membership fees, existing worker training from contractors and new entrant training income.

NOTE 22: OTHER DISCLOSURES

The Branch did not enter into any agreement to receive financial support from any other reporting unit during the year so as it could continue on a going concern basis, nor did it enter into any agreement to provide financial support to other reporting units this year so that the reporting unit could continue on a going concern basis. Except as disclosed in the Statement of Profit and Loss, there were no expenses in connection with holding meetings of members of the Branch and any conferences or meetings of councils, committees, panels or other bodies for the holding of which the Branch was wholly or partly responsible.

There were no payables to employers as consideration for the employers making payroll deductions of membership subscriptions at reporting date.

There is a total of \$270 for legal costs (other matters) unbilled in trade payables at 30 June 2016 (2015: \$Nil). There were no payables outstanding for legal costs (litigation) at reporting date (2015: \$Nil).

NOTE 23: BRANCH DETAILS

The registered office and the principal place of business of the Branch is:
Civil Contractors Branch (WA Branch)
70 Verde Drive
Jandakot WA 6164

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
CIVIL CONTRACTORS FEDERATION (WA BRANCH)**

To the Members of Civil Contractors Federation – WA Branch

Scope

The financial report and Committee of management responsibility

The financial report comprises the Committee of Management Statement, Statement of Profit and Loss, Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Cash Flow Statement, and accompanying notes to the financial statements for the Civil Contractors Federation (WA Branch) for the year ended 30 June 2016 set out on pages 6 to 35.

The WA Branch Board of the Branch is responsible for the preparation and true and fair presentation of the financial report in accordance with Australian Accounting Standards, the Reporting Guidelines of the General Manager of FWC and other mandatory financial reporting requirements in Australia. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit Approach

We conducted an independent audit in order to express an opinion to the members of the WA Branch. Our audit was conducted in accordance with Australian Auditing Standards, in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with Australian Accounting Standards, the Reporting Guidelines of the General Manager of FWC and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Branch's financial position, and of its performance as represented by the results of its operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report; and
- assessing the appropriateness of the accounting estimates made by members of the WA Branch Board.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
CIVIL CONTRACTORS FEDERATION (WA BRANCH)
(cont'd)**

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Audit Opinion


In our opinion, under the Fair Work (Registered Organisations) Act 2009, the general purpose financial report is presented fairly in accordance with any of the following that apply in relation to the reporting unit:

- a. Australian Accounting Standards, and Australian Accounting interpretations;
- b. in relation to recovery of wages activity;
 - (i) that the scope of the audit encompassed recovery of wages activity
 - (ii) that the financial statements and notes and recovery of wages activity fairly report all information required by the reporting guidelines of General Manager of FWC, including;
 - 1. Any fees charged to or reimbursements of expenses claimed from members and others for recovery of wages activity; and
 - 2. Any donations or other contributions deducted from recovered money; and
- c. Any other requirements imposed by these Reporting Guidelines or the Fair Work (Registered Organisations) Act 2009.

In our opinion, there were kept by the organisation satisfactory accounting records detailing the source and nature of all income and the nature of all expenditure.

As part of our audit of the organisation for the year ended 30 June 2016, we are of the opinion that management's use of the going concern basis of accounting in the preparation of its financial statements is appropriate.


Stannards Accountants and Advisors


MB Shulman
Registered Company Auditor (163888)
Holder of Current Public Practice Certificate
Approved Auditor (FWC Act and Regulations)

Dated this 27th day of October 2016



CIVIL TRAIN

The Training Division of the CCF

CIVIL CONTRACTORS FEDERATION
WESTERN AUSTRALIAN BRANCH

70 Verde Drive

Jandakot WA 6164

ccfwa@ccfwa.com.au

**Civil Contractors Federation WA
2016 Annual General Meeting Minutes**

1. Welcome	[President]
2. Apologies Civil Mark Armstrong, Densford Civil, Mick Unger Ertec, John Hovey JAK	[President]
3. Adoption of Minutes	[President]
Resolution: <i>“That the Minutes of the 2015 Annual General Meeting be adopted.”</i> Proposer: Stephen Pollard, All Earth Group Seconder: Tim Ryan, RJ Vincent Carried	
4. President’s Report	[President]
Resolution: <i>“That the 2016 President’s Report be accepted.”</i> Proposer: Stuart Buckby, Buckby Contracting Seconder: Mike Reilly, Reilly Contractors Carried	
5. Acceptance of Annual Accounts	[Hon. Treasurer]
Resolution: <i>“That the 2015/2016 Annual Accounts be accepted.”</i> Proposer: Tim Ryan, RJ Vincent Seconder: Mike Reilly, Reilly Contractors Carried	
6. Appointment of Auditor	[President]
Resolution: <i>“That Stannards Accountants and Advisors be appointed as Auditor for 2016/2017.”</i> Proposer: Paul Francis, Challenge Brick Paving Seconder: David Della Bona, WA Limestone Carried	
7. Appointment of Returning Officers	
Resolution: <i>“That Mark Vallence (Hellan and Co) be appointed as Hon. Returning Officer; and Brad Spencer (Ledge Finance) and Graydon (CJD) Hon. Assistant Returning Officers.”</i> Proposer: Stuart Buckby, Buckby Contracting Seconder: Steve Tennant, Georgiou Carried	

8. General Business

[President]

Membership Vegas Flight Centre Voucher Draw

The Vegas prize was drawn by CCFWA Operations Manager Julie Luci. The winner is Italia Stone Group.

The Annual General Meeting closed at 10:15am

Signed: 

Title of Office held: Branch President

Date: 12th September 2016

CERTIFICATE OF DESIGNATED OFFICER
S268 of Fair Work (Registered Organisations) Act 2009

I, David Della Bona, being the President of the Civil Contractors Federation Western Australian Branch certify:

- that the documents lodged herewith are copies of the full report referred to s268 of the RO Act; and
- that the full report was provided to members on the 15th of August 2016; and
- that the full report was presented to a general meeting of members of the reporting unit on the 6th September 2016; in accordance with section 266 of the RO Act.

Signature



David Della Bona

WA President

Dated: 28th September 2016