



FAIR WORK
AUSTRALIA

18 November 2010

Peter Middleton
President, Civil Contractors Federation ACT Branch
By email: ccfact@civilcontractors.com

cc: Chris White
Chief Executive Officer, Civil Contractors Federation
By email: cwhite@civilcontractors.com

cc: Bruce Papps
Price Waterhouse Coopers
By Email: bruce.papps@au.pwc.com

Dear Mr Middleton

Re: Civil Contractors Federation ACT Branch Financial Report for the year ended 30 June 2010 (FR2010/2610)

I acknowledge receipt of the financial report of the ACT Branch of the Civil Contractors Federation for the year ended 30 June 2010. The documents were lodged with Fair Work Australia on 14 October 2010.

The financial report has now been filed.

I have also attached an addendum for your consideration in which I make comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged. If you wish to discuss any matters further, I can be contacted on 03 8661 7929 or via email on eve.anderson@fwa.gov.au. A copy of this letter and addendum will be forwarded to your auditor.

Yours sincerely

Eve Anderson
Tribunal Services and Organisations
Fair Work Australia
Tel: 03 86617929

Email: eve.anderson@fwa.gov.au

Addendum to the Financial Report for the Civil Contractors Federation ACT Branch (FR2010/2610)

1. References to legislation

The Committee of Management Statement and note 14 to the financial statements refer to the RAO Schedule which is outdated legislation. In future years please refer to the relevant provisions of the *Fair Work (Registered Organisations) Act 2009* or the *Fair Work (Registered Organisations) Regulations 2009*, as appropriate. Also the references in the Committee of Management Statement to the Commission should be to FWA and the references to the Industrial Registrar should be to the General Manager of FWA.

2. Reproduction of s272(1), (2) and (3)

Note 14 to the financial statement reproduces the wording from outdated legislation. Instead the wording in this note should be as follows:

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

(2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

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

3. Committee of Management Statement

Item 25(e)(iv) of the [Reporting Guidelines](#) requires the Committee of Management Statement to declare whether or not during the financial year and since the end of the reporting year the financial records of the Branch have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the CCF. In future years please ensure that the Committee of Management Statement contains a declaration as to whether or not this is the case. If it is not known whether the Branch's records have been kept in a manner consistent with other reporting units, the declaration should state that it is not known and the Branch should endeavour to make enquiries with other reporting units with the aim of ensuring that they are kept in a consistent manner in future years.

4. Operating Report

[Subsection 254\(2\)\(a\)](#) of the *Fair Work (Registered Organisations) Act 2009* (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. I note that the operating report provides a review of the principal activities, but does not explain the results of these activities nor whether there were any significant changes in the nature of these activities. Please note that subsection 254(2)(a) of the RO Act does not require a *financial* result nor significant changes to the state of affairs of the Branch. It requires a description of the results from providing services to members and a description of any changes to the nature of those activities.

These requirements are in addition to [subsection 254\(2\)\(b\) of the RO Act](#) which requires an operating report to give details of any *significant changes in the Branch's financial affairs* during the year. Instead of addressing whether there were any significant changes in the Branch's state of affairs, the operating report should address whether there were significant changes in the Branch's financial affairs.

In summary, in future years please ensure that the operating report describes the results of its operating activities and ensure that this is a description not a financial result. Please ensure that the operating report describes any changes to its principal activities, and if there were no changes it is our preference that this is explicitly stated. Also, please ensure that the operating report details any significant changes in the Branch's financial affairs. If there were no significant changes to the Branch's financial affairs, it is our preference that this explicitly stated.

5. Statement of Significant Accounting Policies

Note 1 to the financial statements states that the Branch is incorporated in the Australian Capital Territory under the *Fair Work (Registered Organisations) Act 2009*. However the Branch itself is not registered under the *Fair Work (Registered Organisations) Act 2009* but the Civil Contractors Federation is. As a consequence the federation's registration under this Act, the Branch is an individual financial reporting entity.

Also, the heading 'Reporting Basis and Conventions' in note 1 does not appear to provide information regarding the accounting policies regarding the reporting basis and conventions. Instead the paragraphs explain some of the obligations that the Branch is required to fulfil in the preparation of an operating report. These obligations are statutory requirements but do not in any way explain the accounting policies adopted by the Branch in the preparation of its financial statements. The Branch should refer to AASB 101 paragraphs 117-124 for guidance as to the type of matters which should be addressed.

6. Cash flows between reporting units

[Reporting Guideline](#) 15 states that 'where another reporting unit of the organisation is the source of cash inflow or the application of a cash outflow, such cash flow should be separately disclosed in the notes to the financial statements and show the name of the other reporting unit concerned'.

The notes to the financial statements of the national office of the Civil Contractors Federation state that \$6729 was received from the Branch. Cash flows from branches to the national office are noted as including branch contributions, insurance contributions, CEO meeting reimbursements and CCF online reimbursements.

Note 3b to the financial statements of the Branch discloses an expense item of \$6073 as ACT State Contribution, which I assume to be a contribution to the national office of the CCF. However the notes do not disclose *cash flow* to the national office. In future years please ensure that all cash flow between the branch and the national office (and, if applicable, between the branch and other branches of the CCF) are disclosed in the notes to the financial statements. Also the name of the national office (and, if applicable, the names of any other branches of the CCF) needs to be shown as the recipient or source of the cash flow.



MASTER BUILDERS
AUSTRALIAN CAPITAL TERRITORY

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Web: www.mba.org.au
ABN: 52853376588

To: Fair Work Austrlia
From: Louise MacCallum
Fax: 03 9655 0410
Date: 14/10/2010
Pages: 31 (including cover sheet)

Please find attached CCF financial documents for lodgement.

If you have any queries please contact me.

Kind Regards

Louise MacCallum
Senior Management Accountant



CIVIL CONTRACTORS FEDERATION
Constructing Australia's Infrastructure™
ABN 43 071 303 862

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1 Iron Knob Street
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14 October 2010

Statutory Services Branch,
Fair Work Australia,
GPO Box 1994S,
MELBOURNE VIC. 3001

In accordance with the Financial Reporting Requirements of the Fair Work (Register Organisations) Act 2009 I enclose a copy of the financial documents of the Civil Contractors Federation ACT Branch for the year ended 30 June 2010.

In accordance with Section 268 of the Fair Work (Register Organisations) Act 2009 we also enclose the Designated Officer Certificate.

Should you require original copies please contact me on (02) 6175 5922.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Louise MacCallum', followed by a period.

Louise MacCallum
Senior Management Accountant

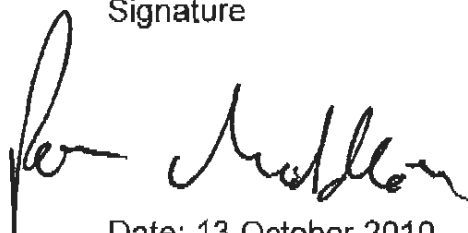
Encls.

Designated Officer's Certificate

I, Peter Middleton being the Branch President, of the Civil Contractors Federation - A.C.T. Branch certify:

- That the documents lodged herewith are copies of the full report, referred to in s268 of the Fair Work (Registered Organisations) Act 2009; and
- That the full report, was provided to members on 22 September 2010; and
- That the full report was presented to a general meeting of members of the reporting unit on 12 October 2010; in accordance with section 266 of the Fair Work (Registered Organisations) Act 2009.
- The documents were presented and accepted by the Executive Committee of Management on 1 September 2010

Signature

A handwritten signature in black ink, appearing to read 'Peter Middleton', written in a cursive style.

Date: 13 October 2010

CIVIL CONTRACTORS FEDERATION A.C.T BRANCH

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2010

CIVIL CONTRACTORS FEDERATION A.C.T BRANCH
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010

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CIVIL CONTRACTORS FEDERATION ACT BRANCH OPERATING REPORT

Your Committee Members submit the financial statements of the Civil Contractors Federation ACT Branch (the Branch) for the financial year ended 30 June 2010.

Committee Members

The names of Committee Members throughout the year and at the date of this report are:

- Peter Middleton - President
- Michael De Simone - Vice President
- Geoff Hewitt - Member
- Nigel Forde - Member
- Graham Reilly - Treasurer
- Matt Houghton - Member
- Ross Barrett - Member
- David Jones - Member

Principal Activities

The principal activities of the Branch during the financial year were to promote, protect and advance the interests of its members engaged in any manner of civil construction industry and such activities as are ancillary to the Civil Construction Industry.

Right of Members to Resign

As required to be disclosed by section 174 of the RAO, in accordance with Rule 9 of the Branch's rules a member has the right to resign from the Branch.

Superannuation Trustees

As required to be disclosed by the RAO Schedule of the *Fair Work (Registered Organisations) Act 2009*, no officer of the Branch holds any position in relation to acting as a trustee of a superannuation scheme, where a criterion for the officer holding such a position is that the officer is an officer of a registered organisation.

Significant Changes In State of Affairs

No significant changes in the Branch's state of affairs occurred during the financial year.

Number of members

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 24.

Number of employees

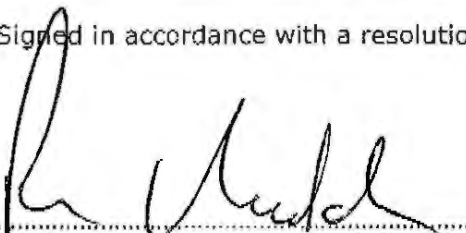
The number of persons who were, at the end of the financial year, employees of the Branch was nil, measured on a full time equivalent basis.

**CIVIL CONTRACTORS FEDERATION ACT BRANCH
OPERATING REPORT**

Operating result

The profit amounted to \$7,311 (2009: \$16,953).

Signed in accordance with a resolution of the Members of the Committee.



R. Middleton
President



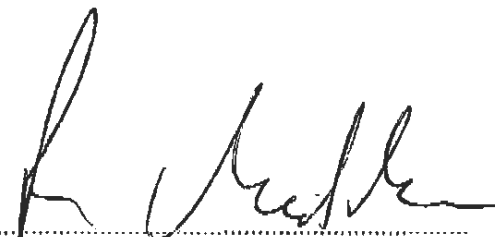
M. De Simone
Vice President

Dated this 2nd day of September 2010


**CIVIL CONTRACTORS FEDERATION ACT BRANCH
STATEMENT BY MEMBERS OF THE COMMITTEE**

We P. Middleton and M. De Simone, being the two members of the Committee of the Civil Contractors Federation A.C.T Branch, do state on behalf of the Committee and in accordance with a resolution passed by the Committee on ~~1 August~~ ^{September} 2010, that in the opinion of the Committee:

- (1) The financial statements and notes comply with the Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board;
- (2) The financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (3) 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;
- (4) At the date of this statement, there are reasonable grounds to believe that the Civil Contractors Federation A.C.T Branch will be able to pay its debts as and when they fall due; and
- (5) During the financial year to which the 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; and
 - (ii) The financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iii) The information sought in any request of a member of the organisation or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or the Registrar; and
 - (iv) There has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.



 P. Middleton
 President



 M. De Simone
 Vice President

Dated this ^{2nd} day of ^{September} 2010



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CIVIL CONTRACTORS FEDERATION A.C.T BRANCH

PricewaterhouseCoopers
ABN 62 780 433 767

Level 1
25 National Circuit
FORREST ACT 2603
GPO Box 447
CANBERRA CITY ACT 2601
DX 77 Canberra
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Report on the Financial Statements

We have audited the accompanying financial statements of Civil Contractors Federation A.C.T Branch (the Branch) which comprises the statement of financial position as at 30 June 2010 and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by the Members of the Committee.

Committee's Responsibility for the Financial Statements

The Committee of the Branch is responsible for the preparation and fair presentation of the financial statements in accordance with the *Fair Work (Registered Organisations) Act 2009*. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements that is free from material misstatement, whether due to fraud and error; selecting and applying accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. We conduct our audit in accordance with Australian Auditing Standards. These Auditing 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 judgment, 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 entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial statements.



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CIVIL CONTRACTORS FEDERATION A.C.T BRANCH (Continued)

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.

Auditor's Opinion

In our opinion the general purpose financial statements are presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009*.

A handwritten signature in black ink, appearing to read 'BP' followed by a flourish.

Bruce Papps, CA
Registered Company Auditor
WalterTurnbull, A business unit of PricewaterhouseCoopers

Canberra, ACT
2 September 2010

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2010**

	Note	2010	2009
		\$	\$
Revenue	2	16,863	27,226
ACT State Contribution	3	(6,073)	(5,830)
Audit Fees	3	(2,700)	(2,600)
Bank Charges		(123)	(2)
Insurances		(656)	(600)
Meeting costs		-	(1,186)
Other expenses		-	(55)
		<hr/>	<hr/>
Profit For the year		7,311	16,953
Other comprehensive income for the year		-	-
		<hr/>	<hr/>
Total comprehensive income attributable to members of the entity		7,311	16,953
		<hr/> <hr/>	<hr/> <hr/>

The accompanying notes form part of these financial statements.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2010**

	Note	2010 \$	2009 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	46,874	39,424
Trade and other receivables	5	<u>660</u>	<u>746</u>
TOTAL CURRENT ASSETS		<u>47,534</u>	<u>40,170</u>
NON-CURRENT ASSETS			
Other financial assets	6	<u>12,500</u>	<u>12,500</u>
TOTAL NON-CURRENT ASSETS		<u>12,500</u>	<u>12,500</u>
TOTAL ASSETS		<u>60,034</u>	<u>52,670</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	7	<u>2,553</u>	<u>2,500</u>
TOTAL CURRENT LIABILITIES		<u>2,553</u>	<u>2,500</u>
TOTAL LIABILITIES		<u>2,553</u>	<u>2,500</u>
NET ASSETS		<u>57,481</u>	<u>50,170</u>
EQUITY			
Retained earnings		50,170	33,217
Accumulated Surplus		<u>7,311</u>	<u>16,953</u>
TOTAL EQUITY		<u>57,481</u>	<u>50,170</u>

The accompanying notes form part of these financial statements.

CIVIL CONTRACTORS FEDERATION ACT BRANCH**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2010**

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2008	33,217	33,217
Profit attributable to members	<u>16,953</u>	<u>16,953</u>
Balance at 30 June 2009	<u>50,170</u>	<u>50,170</u>
Profit attributable to members	<u>7,311</u>	<u>7,311</u>
Balance at 30 June 2010	<u>57,481</u>	<u>57,481</u>

The accompanying notes form part of these financial statements.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2010**

	Note	2010	2009
		\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers		17,220	19,910
Interest received		1,263	226
Payments to suppliers and employees		<u>(11,033)</u>	<u>(12,068)</u>
Net cash generated from operating activities	10	<u>7,450</u>	<u>8,068</u>
Net increase in cash held		7,450	8,068
Cash and cash equivalents at beginning of year		<u>39,424</u>	<u>31,356</u>
Cash and cash equivalents at end of financial year	4	<u><u>46,874</u></u>	<u><u>39,424</u></u>

The accompanying notes form part of these financial statements.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are for Civil Contractors Federation ACT Branch as an individual entity. The Civil Contractors Federation ACT Branch is a branch incorporated in the Australian Capital Territory under the *Fair Work (Registered Organisations) Act 2009*.

Basis of Preparation

The financial statements are a general purpose financial statement that has been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations, and the *Fair Work (Registered Organisations) Act 2009*.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

Reporting Basis and Conventions

A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application. 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. A reporting unit must comply with an application made under subsection (1).

Subsection 254(2)(c) of the *Fair Work (Registered Organisations) Act 2009* requires the operating report to "give details" of the right of members to resign from the reporting unit under section 174 of the RAO Schedule. The requirement may be met by the inclusion of a statement that a member has the right to resign and a reference to the relevant rule, which makes such provision. Alternatively, the complete text of the relevant resignation rule may be reproduced in the report. It would appear in this case that rule 9 of the organisation's rules is applicable.

The report must give details (including details of the position held) of any officer or member of the reporting unit who is:

- (i) a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- (ii) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme; and

where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation.

CIVIL CONTRACTORS FEDERATION ACT BRANCH**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010****NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****Accounting Policies****a. Income Tax**

No provision for income tax is necessary as the Branch is exempt under Div 50 of the *Income Tax Assessment Act 1997*.

b. 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.

c. Revenue

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Any consideration deferred is treated as the provision of finance and is discounted at a rate of interest that is generally accepted in the market for similar arrangements. The difference between the amount initially recognised and the amount ultimately received is interest revenue.

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

Interest revenue is recognised using the effective interest rate method, which, for floating rate financial assets is the inherent in the instrument.

Revenue from the provision of membership subscriptions is recognised on a straight-line basis over the financial year.

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

d. 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 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 expense.

Receivables and payables in the statement of financial position are shown inclusive of GST. Cash flows are presented in the statement of cash flows on a gross basis.

**CIVIL CONTRACTORS FEDERATION ACT BRANCH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

e. Financial Instruments

Initial Recognition and Measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Branch commits itself to either purchase or sell the asset (i.e. trade date accounting is adopted). Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Finance instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method or cost. Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

- (i) the amount at which the financial asset or financial liability is measured at initial recognition;
- (ii) less principal repayments;
- (iii) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method; and
- (iv) less any reduction for impairment.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) Financial assets at fair value through profit or loss

Financial assets are classified at 'fair value through profit or loss' when they are held for trading for the purpose of short-term profit taking, or where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by management on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

**CIVIL CONTRACTORS FEDERATION ACT BRANCH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

e. Financial Instruments (Continued)

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period, which will be classified as non-current assets.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity. They are subsequently measured at amortised cost.

Held-to-maturity investments are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period.

If during the period the entity sold or reclassified more than an insignificant amount of the held-to-maturity investments before maturity, the entire held-to-maturity investment would be tainted and reclassified as available-for-sale.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not capable of being classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to be disposed of within 12 months after the end of the reporting period.

(v) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Fair value

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

CIVIL CONTRACTORS FEDERATION ACT BRANCH**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010****NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****e. Financial Instruments (Continued)****Impairment**

At the end of each reporting period, the entity assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, 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 comprehensive income.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expired. The difference between the carrying value of the financial liability, which is extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

f. Comparative Figures

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

When the entity applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements, a statement of financial position as at the beginning of the earliest comparative period must be disclosed.

g. Trade and Other Payables

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

CIVIL CONTRACTORS FEDERATION ACT BRANCH**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010****NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****h. Critical Accounting Estimates and Judgements**

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

Key Estimates*Impairment*

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

Key Judgments*(i) Provision for impairment of receivables*

The Branch has received undertakings from the member debtors that such amounts will be paid and therefore no provision for impairment has been made.

(ii) Available-for-sale investments

The Branch holds equity in the other national branches with a carrying value of \$12,500 at reporting date. The shares were valued in January 2009 and there has been no indication of decline during the reporting period and hence no impairment has been recognised.

i. Adoption of New and Revised Accounting Standards

During the current year the Branch adopted all of the new and revised Australian Accounting Standards and Interpretations applicable to its operations which became mandatory.

The adoption of these standards has impacted the recognition, measurement and disclosure of certain transactions. The following is an explanation of the impact the adoption of these standards and interpretations has had on the financial statements of Civil Contractors Federation ACT Branch.

AASB 101: Presentation of Financial Statements

In September 2007, the Australian Accounting Standards Board revised AASB 101 and as a result, there have been changes to the presentation and disclosure of certain information within the financial statements. Below is an overview of the key changes and the impact on the Branch's financial statements.

CIVIL CONTRACTORS FEDERATION ACT BRANCH**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010****NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)****i. Adoption of New and Revised Accounting Standards (continued)***Disclosure Impact*

Terminology changes - the revised version of AASB 101 contains a number of terminology changes, including the amendment of the names of the primary financial statements.

Reporting changes in equity - The revised AASB 101 requires all changes in equity arising from transactions with owners, in their capacity as owners, to be presented separately from non-owner changes in equity. Owner changes in equity are to be presented in the statement of changes in equity, with non-owner changes in equity presented in the statement of comprehensive income. The previous version of AASB 101 required that owner changes in equity and other comprehensive income be presented in the statement of changes in equity.

Statement of comprehensive income - The revised AASB 101 requires all income and expenses to be presented in either one statement, the statement of comprehensive income, or two statements, a separate income statement and a statement of comprehensive income. The previous version of AASB 101 required only the presentation of a single income statement.

The Branch's financial statements now contain a statement of comprehensive income.

Other comprehensive income - The revised version of AASB 101 introduces the concept of 'other comprehensive income' which comprises of income and expenses that are not recognised in profit or loss as required by other Australian Accounting Standards. Items of other comprehensive income are to be disclosed in the statement of comprehensive income.

j. Adoption of New and Revised Accounting Standards

During the current year the entity adopted all of the new and revised Australian Accounting Standards and Interpretations applicable to its operations which became mandatory.

The adoption of these standards has impacted the recognition, measurement and disclosure of certain transactions. The following is an explanation of the impact the adoption of these standards and interpretations has had on the financial statements of Civil Contractors Federation ACT Branch.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 2. REVENUE AND OTHER INCOME	NOTE	2010 \$	2009 \$
Revenue			
- Subscriptions		15,600	12,000
- Sundry Income		<u>-</u>	<u>2,500</u>
		<u>15,600</u>	<u>14,500</u>
Other Revenue			
- Investment received free of charge		-	12,500
- Interest received		<u>1,263</u>	<u>226</u>
		<u>1,263</u>	<u>12,726</u>
Total Revenue and Other Income		<u>16,863</u>	<u>27,226</u>
 NOTE 3. PROFIT FOR THE YEAR			
a. Expenses			
Remuneration of auditor for auditing the financial statements		<u>2,700</u>	<u>2,600</u>
b. Significant Revenue and Expenses			
Subscriptions		15,600	12,000
ACT State Contribution		<u>(6,073)</u>	<u>(5,830)</u>
 NOTE 4. CASH AND CASH EQUIVALENTS			
Cash at bank		<u>46,874</u>	<u>39,424</u>
	11	<u>46,874</u>	<u>39,424</u>
 NOTE 5. TRADE AND OTHER RECEIVABLES			
CURRENT			
- Trade Debtors		660	660
- GST Receivable		<u>-</u>	<u>86</u>
		<u>660</u>	<u>746</u>
Total Trade and Other Receivables	11	<u>660</u>	<u>746</u>

(i) Provision of Impairment of Receivables

Current trade receivables are generally receivable within 60 days. These receivables are assessed for recoverability and a provision for impairment is recognised when there is objective evidence that an individual trade receivable is impaired. No impairment was required at 30 June 2010 (2009: Nil).

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 5. TRADE AND OTHER RECEIVABLES (continued)

(ii) Credit Risk- Trade and Other Receivables

Credit risk

The Branch does not have any material credit risk exposure to any single receivable or group of receivables.

The following table details the Branch's subscriptions receivable exposed to credit risk (prior to other credit enhancements) with aging analysis and impairment provided for thereon. Amounts are considered as 'past due' when the debt has not been settled within the terms and conditions agreed between the Branch and the member or counter party to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the Branch. All members late in paying their subscription are potentially subject to a late fee.

The balances of receivables that remain within initial terms (as detailed in the table) are considered to be of high credit quality.

	Gross amount	Past due and impaired	Past due but not impaired Days (overdue)				Within initial trade terms
			< 30	31-60	61-90	> 90	
2010	\$	\$	\$	\$	\$	\$	\$
Trade debtors	660	-	-	-	-	-	660
Total	660	-	-	-	-	-	660

	Gross amount	Past due and impaired	Past due but not impaired Days (overdue)				Within initial trade terms
			< 30	31-60	61-90	> 90	
2009	\$	\$	\$	\$	\$	\$	\$
Trade debtors	660	-	-	-	-	-	660
GST receivable	86	-	-	-	-	-	86
Total	746	-	-	-	-	-	746

The Branch does not hold any financial assets whose terms have been renegotiated, but which would otherwise be past due or impaired.

There are no balances within trade receivables that contain assets that are not impaired and are past due. It is expected that these balances will be received when due.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 6. FINANCIAL ASSETS	Note	2010 \$	2009 \$
Available-for-sale financial assets	6a	<u>12,500</u>	<u>12,500</u>
a. Available-for-sale financial assets comprise:			
Listed investments, at fair value:			
~ shares in unlisted corporations at fair value		<u>12,500</u>	<u>12,500</u>
Total available-for-sale financial assets	11	<u>12,500</u>	<u>12,500</u>

Available-for-sale financial assets comprise investments in the issued capital of the National Branches. There are no fixed returns of fixed maturity dates attached to these investments.

NOTE 7. TRADE AND OTHER PAYABLES

CURRENT

Trade creditors and accruals		<u>2,553</u>	<u>2,500</u>
	7a	<u>2,553</u>	<u>2,500</u>
a. Financial liabilities at amortised cost classified as trade and other payables			
Trade and other payables			
- Total current		<u>2,553</u>	<u>2,500</u>
- Total non-current		<u>-</u>	<u>-</u>
Financial liabilities as trade and other payables	11	<u>2,553</u>	<u>2,500</u>

NOTE 8. RELATED PARTY TRANSACTIONS

The Committee Members did not receive any remuneration in connection with services provided.

Transactions between the Branch and Committee Member related entities are on normal commercial terms.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 9. EVENTS AFTER THE BALANCE SHEET DATE

The members of the Committee are not aware of any events subsequent to reporting date which require disclosure in the financial statements.

NOTE 10. CASH FLOW INFORMATION	NOTE	2010	2009
		\$	\$
a. Reconciliation of Cash			
Cash at bank	4	<u>46,874</u>	<u>39,424</u>
b. Reconciliation of Cash Flow from Operations with Profit			
Profit		7,311	16,854
Changes in assets and liabilities			
(Increase) in trade debtors		-	(7,090)
Increase/(Decrease) in trade and other payables		53	(817)
Increase/(Decrease) in GST receivable		<u>86</u>	<u>(879)</u>
		<u>7,450</u>	<u>8,068</u>

NOTE 11. FINANCIAL RISK MANAGEMENT

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

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 11. FINANCIAL RISK MANAGEMENT (continued)

	Note	2010 \$	2009 \$
Financial Assets			
Cash and cash equivalents	4	46,874	39,424
Loans and receivables	5	660	746
Available-for-sale financial assets			
- At fair value			
- Shares in unlisted corporations	6a	<u>12,500</u>	<u>12,500</u>
Total Financial Assets		<u>60,034</u>	<u>52,670</u>
Financial Liabilities			
Financial liabilities at amortised cost			
- Trade and other payables	7	<u>2,553</u>	<u>2,500</u>
Total Financial Liabilities		<u>2,553</u>	<u>2,500</u>

Financial Risk Management Policies

The Committee's overall risk management strategy seeks to assist the Branch in meeting its financial targets, whilst minimising potential adverse effects on financial performance.

Specific Financial Risk Exposures and Management

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

a. Credit risk

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

Credit Risk Exposures

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

Trade and other receivables that are neither past due or impaired are considered to be of high credit quality. Aggregates of such amounts are detailed in Note 5.

The Branch has no significant concentration of credit risk exposure to any single counterparty or group of counterparties. Details with respect to credit risk of Trade and Other Receivables are provided in Note 5.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 11. FINANCIAL RISK MANAGEMENT (continued)

Credit risk related to balances with banks and other financial institutions is managed by the Committee.

b. Liquidity risk

Liquidity risk arises from the possibility that the Branch might encounter difficulty in settling its debts or otherwise meeting its obligations in relation to financial liabilities. The Branch manages this risk through the following mechanisms:

- Preparing budgets;
- Maintaining a reputable credit profile; and
- Managing credit risk related to financial assets.

The tables on the next page reflect an undiscounted contractual maturity analysis for financial liabilities.

Cash flows realised from financial assets reflect management's expectation as to the timing of realisation. Actual timing may therefore differ from that disclosed. The timing of cash flows presented in the table to settle financial liabilities reflects the earliest contractual settlement dates.

Financial liability and financial asset maturity analysis

	Within 1 Year		1 to 5 Years		Total contractual cash flow	
	2010	2009	2010	2009	2010	2009
	\$	\$	\$	\$	\$	\$
Financial liabilities due for payment						
Trade and other payables	2,553	2,500	-	-	2,553	2,500
Total expected outflows	2,553	2,500	-	-	2,553	2,500
Financial assets cash flows realisable						
Cash and cash equivalents	46,874	39,424	-	-	46,874	39,424
Trade and loans receivables	660	746	-	-	660	746
Available-for-sale financial assets	-	-	12,500	12,500	12,500	12,500
Total anticipated inflows	47,534	40,170	12,500	12,500	60,034	52,670
Net inflow on financial instruments	44,981	37,670	12,500	12,500	57,481	50,170

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 11. FINANCIAL RISK MANAGEMENT (continued)

c. Market risk

i. Interest rate risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows or the fair value of fixed rate financial instruments. The Branch is also exposed to earnings volatility on floating rate of instruments.

ii. Price risk

The Branch is not exposed to the volatility of price risk.

Sensitivity Analysis

The following table illustrates sensitivities to the Branch's exposures to changes in interest rates. The table indicates the impact on how profit and equity values reported at the end of the reporting period would have been affected by changes in the relevant risk variable that management considers to be reasonably possible. These sensitivities assume that the movement in a particular variable is independent of other variables.

	Profit	Equity
	\$	\$
Year ended 30 June 2010		
+/- 1% in interest rates	+/- 469	+/- 469
Year ended 30 June 2009		
+/- 1% in interest rates	+/- 394	+/- 394

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

Net Fair Values

Fair value estimation

The fair values of financial assets and financial liabilities are presented in the following table and can be compared to their carrying values as presented in the statement of financial position. Fair values are those amounts at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Fair values derived may be based on information that is estimated of subject to judgement, where changes in assumptions may have a material impact on the amounts estimated. Areas of judgement and the assumptions have been detailed below.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 11. FINANCIAL RISK MANAGEMENT (continued)

	Footnote	2010		2009	
		Net Carrying Value \$	Net Fair Value \$	Net Carrying Value \$	Net Fair Value \$
Financial assets					
Cash and cash equivalents	(i)	46,874	46,874	39,424	39,424
Trade and other receivables	(i)	660	660	746	746
Available-for-sale financial assets	(ii)	12,500	12,500	12,500	12,500
Total financial assets		47,534	47,534	40,170	40,170
Financial Liabilities					
Trade and other payables	(i)	2,553	2,553	2,500	2,500
Total financial Liabilities		2,553	2,553	2,500	2,500

The fair values disclosed in the above table have been determined based on the following methodologies:

- (i) Cash and cash equivalents, trade and other receivables and trade and other payables are short-term instruments in nature whose carrying value is equivalent to fair value. Trade and other payables exclude amounts provided for goods and services tax as it is not considered a financial instrument.
- (ii) For listed available-for-sale financial assets, closing bid prices at the end of the reporting period are used.

Financial Instruments Measured at Fair Value

The financial instruments recognised at fair value in the statement of financial position have been analysed and classified using a fair value hierarchy reflecting the significance of the inputs used in making the measurements. The fair value hierarchy consists of the following levels:

- quoted prices in active markets for identical assets or liabilities (Level 1);
- inputs other than quoted prices included within Level 1 that are observable for the asset and liability, either directly (as prices) or indirectly (derived from prices) (Level 2); and
- inputs for the asset or liability that are not based on observable market data (unobservable inputs) (Level 3).

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010**

NOTE 11. FINANCIAL RISK MANAGEMENT (continued)

	Level 1	Level 2	Level 3	Total
	\$	\$	\$	\$
2010				
Financial assets:				
Available-for-sale financial assets	-	12,500	-	12,500
	-	12,500	-	12,500
2009				
Financial assets:				
Available-for-sale financial assets	-	12,500	-	12,500
	-	12,500	-	12,500

In valuing unlisted investments, included in Level 2 of the hierarchy, valuation techniques such as those using comparisons to similar investments for which market observable prices are available have been adopted to determine fair values of these investments.

NOTE 12. CAPITAL MANAGEMENT

Members of the Committee control the capital of the Branch to ensure that adequate cash flows are generated to fund its operations and that returns from investments are maximised. Members of the Committee ensure that the overall risk management strategy is in line with this objective.

There have been no changes to the strategy adopted by Members of the Committee to control the capital of the Branch since previous year.

NOTE 13. BRANCH DETAILS

The registered office and principal place of business of the branch is:

Civil Contractors Federation ACT Branch
1 Iron Knob St
Fyshwick ACT 2609

CIVIL CONTRACTORS FEDERATION ACT BRANCH**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2010****NOTE 14. PRESCRIBED DISCLOSURE UNDER s272 (5) OF THE RAO
SCHEDULE**

As per s272(5) of the RAO Schedule to the *Fair Work (Registered Organisations) Act 2009* the Branch gives the following notice to its members:

- 1) A member of a reporting unit, or the General Manager, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application under s272(1).
- 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 under s272(2)
- 3) Under s272(3), a reporting unit must comply with an application made under subsection (1).
- 4) Under s272(4), the General Manager may only make an application under subsection (1) at the request of a member of the reporting unit concerned, and the General Manager must provide to a member information received because of an application made at the request of the member.