



**Australian Government**  
**Australian Industrial Registry**

23 March 2009

Mr Robert Row  
Chief Executive Officer  
Civil Contractors Federation, Queensland Branch

email: [row@civilcontractors.com](mailto:row@civilcontractors.com)

Dear Mr Row

**Re: Financial Report for the Civil Contractors Federation, Queensland Branch for year ended 30 June 2008 – FR2008/380**

I acknowledge receipt of the revised Audit Report in response to correspondence of the Registry dated 26 February 2009.

The financial report has now been filed.

I make the following comments in relation to the full report 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.

***Operating Report***

*Right of members to resign*

Subsection 254(2)(c) of Schedule 1 of the Workplace Relations Act 1996 (the RAO Schedule) 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. This 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.

***Notes to Financial Statements***

*Notice under Section 272(5) of the RAO Schedule*

The Notes to the General Purpose Financial Report are required to include a notice drawing attention to the fact that information that is prescribed by the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003 is available to members on request. The following extract is to be included in the notes to the financial statements for future reports:

*“272 Information to be provided to members or Registrar*

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

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

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

*Note: This subsection is a civil penalty provision (see section 305).”*

*Loans, Grants and Donations*

Note 5 contains reference to a loan to the CCF National Office. Under subsection 237(1) of the RAO Schedule there are certain steps that need to be taken if an individual loan, grant or donation exceeds \$1000.

As no subsection 237(1) statement has been lodged the Branch should provide a statement of loans, grants and donations in compliance with the reporting requirements of section 237. I have attached a template Statement you may wish to use (if appropriate).

*Timing of Financial Documents - Lodgement of Documents in the Registry*

Section 268 of the RAO Schedule requires the Branch to lodge its financial documents with the Registry within 14 days of the date of the General Meeting of Members at which they were presented (that is, by 29 October 2008). The documents were not lodged with the Registry, however, until 18 February 2009. You are requested to lodge documents within the 14 day period in future.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Kevin Donnellan', with a long horizontal stroke extending to the right.

Kevin Donnellan

Statutory Services Branch

Principal Registry

Email: [kevin.donnellan@airc.gov.au](mailto:kevin.donnellan@airc.gov.au)

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CIVIL CONTRACTORS FEDERATION QUEENSLAND BRANCH**

### **Scope**

We have audited the accompanying financial report of Civil Contractors Federation Queensland Branch which comprises the balance sheet at 30 June 2008, and the income statement, statement of changes in equity, cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Statement by the Branch Board for the year then ended.

### **The Queensland Branch Board's Responsibility for the Financial Report**

The Queensland Branch Board is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Workplace Relations Act 1996*. This responsibility includes: establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances. In Note 1, the Board also state, in accordance with Accounting Standard AASB 101 *Presentation of Financial Statements*, that compliance with the Australian equivalents to International Financial Reporting Standards ensures that the financial report, comprising the financial statements and the notes, complies with International Financial Reporting Standards.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. 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 report is free from material misstatement.

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

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

## Independence

In conducting our audit, we have complied with the independence requirements of the Accounting Professional Ethical Standards and the requirements of Section 256 of Schedule 1 (Registration and Accountability of Organisations) of the *Workplace Relations Act 1996*.

## Auditor's Opinion

In our opinion the general purpose financial report, including the financial position of Civil Contractors Federation Queensland Branch as of 30 June 2008 and its financial performance and its cash flows for the year then ended, is presented fairly in accordance with applicable Australian Accounting Standards (including Australian Accounting Interpretations) and the requirements imposed by Part 3 of Chapter 8 of the RAO Schedule of the *Workplace Relations Act 1996*.



**WHK HORWATH**



**B P WORRALL  
PRINCIPAL**

Registered Company Auditor, Fellow and Public Practice Certificate Holder, Institute of Chartered Accountants in Australia

Dated the 11th day of September 2008, Brisbane



**Australian Government**  
**Australian Industrial Registry**

26 February 2009

Mr Robert Row  
Chief Executive Officer  
Civil Contractors Federation, Queensland Branch

email: [row@civilcontractors.com](mailto:row@civilcontractors.com)

Dear Mr Row

**Re: Financial Report for the Civil Contractors Federation, Queensland Branch for year ended 30 June 2008 – FR2008/380**

I acknowledge receipt of the financial report for the Civil Contractors Federation, Queensland Branch for the year ended 30 June 2008. The report was lodged with the Registry on 18 February 2009 and a revised designated officer's certificate was lodged on 26 February 2009.

The financial report has not been filed.

The following matters require your attention before any action can be taken to file the above report.

***Audit Report***

***Auditor's Opinion***

The Audit Report contained the following opinion:

*"In our opinion the financial report gives a true and fair of the financial position of Civil Contractors Federation Queensland Branch as of 30 June 2008, and of it financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) and the requirements of Section 252 of Schedule 1 (Registration and Accountability of Organisations) of the Workplace Relations Act 1996."*

The term "true and fair view" was used in the superseded legislation. Subsection 257(5) of the RAO Schedule sets out the matters upon which an auditor is required to make an opinion on whether the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and other requirements of the RAO Schedule. The following wording in the auditor's opinion would satisfy the requirements:

*"In our opinion the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the RAO Schedule of the Workplace Relations Act 1996."*

***Auditor's Qualification***

It is not clear from the Report whether or not the Auditor is an approved Auditor. In this regard I draw your attention to the definition of approved auditor in regulation 4 of the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003. In all likelihood the Auditor is such a person however, it is our preference that this is made explicit in the Report. I recommend you draw this comment to the attention of your Auditors.

I request that the Branch obtain from the Auditor, a revised Audit Report addressing the above mentioned matters.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely

A handwritten signature in black ink, appearing to be 'K Donnellan', with a long horizontal stroke extending to the right.

Kevin Donnellan

Statutory Services Branch


Principal Registry

Email: [kevin.donnellan@airc.gov.au](mailto:kevin.donnellan@airc.gov.au)

Certificate of Designated Officer  
s268 of Schedule 1 *Workplace Relations Act 1996*

I Gavin Turner being the President of the Civil Contractors Federation Queensland Branch certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- that the full report was provided to members on 11 September 2008. Members were further notified on 7 October 2008 of a Special General Meeting to consider the adoption of the Audited Accounts and to approve the 2008/2009 Branch Budget.
- that the full report was presented to a Special General Meeting of members of the reporting unit on 15 October 2008; in accordance with section 266 of the RAO Schedule.

Signature:  Gavin Turner - President

Date: 26 February 2009

**Civil Contractors Federation  
Queensland Branch  
Financial Report  
For the Year Ended 30 June 2008**



**Civil Contractors Federation  
Queensland Branch  
For the Year Ended 30 June 2008**

**CONTENTS**

|                                    | <u>Page</u> |
|------------------------------------|-------------|
| <b>Financial Statements</b>        |             |
| Branch Board Members Report        | 1 - 2       |
| Auditor's Independence Declaration | 3           |
| Income Statement                   | 4           |
| Balance Sheet                      | 5           |
| Statement of Changes in Equity     | 6           |
| Cash Flow Statement                | 7           |
| Notes to the Financial Statements  | 8 - 25      |
| Branch Board Statement             | 26          |
| Independent Auditor's Report       | 27 - 28     |

**Civil Contractors Federation  
Queensland Branch  
Branch Board Members Report  
30 June 2008**

**Principal activities**

The principal activities of the Queensland Branch during the financial year were acting as an industry body representing the civil construction sector under the Workplace Relations Act 1996.

**Results of principal activities**

The Queensland Branch's principal activities resulted in:

- advocacy and representation to governments on behalf of members
- provision of a range of industrial and contractual services to members
- provision of industry training
- distribution of communication to members

**Significant changes in nature of principal activities**

There were no significant changes in the nature of the Queensland Branch's principal activities during the financial year.

**Significant changes in Federation's Financial Affairs**

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

**Trustee or director of trustee company of related superannuation entity or exempt public sector superannuation scheme**

No officer, or member [to the best of my knowledge] holds a dedicated position as a superannuation trustee under s254(2)(d) of the RAO Schedule.

**Number of Members**

The number of persons who, at the end of the financial year, were recorded on the Register of members was: Full Members - 130 and Associate Members - 77.

**Number of Employees**

The number of persons who were, at the end of the financial year, employees of the Queensland Branch of the Federation was: 20 measured on a full-time equivalent basis.

**Branch Board Members**

The persons who held office as members of the Board of the Queensland Branch during the financial year were:

**1 July 2007 – 21 September 2007**

|                      |                             |
|----------------------|-----------------------------|
| President:           | Paul Fogarty                |
| Vice President:      | Isadore (Sid) Strano        |
| Treasurer:           | Anthony Burke               |
| National Councillors | John Seymour, Peter Bampton |

**Civil Contractors Federation  
Queensland Branch  
Branch Board Members Report  
30 June 2008**

**Branch Board Members**

John Clark  
David Bowen  
Dick Sudholz  
Gavin Turner  
John Hull  
Mark Panizza  
Peter Bampton  
Terry Cogill  
Trevor Davies  
John Seymour

Chief Executive Officer      Robert Row

**22 September 2007 - 30 June 2008**

President:                      Paul Fogarty  
Vice President:              Gavin Turner  
Treasurer:                    Anthony Burke  
National Board Member      Anthony Burke, Paul Fogarty  
Branch Board Members

John Clark  
Murray Barber  
Dick Sudholz  
Alan Boal  
John Hull  
Mark Panizza  
Rob Douglas  
Terry Cogill  
Anthony Tenkate

Chief Executive Officer      Robert Row

President .....  
Paul Fogarty

Dated this 11<sup>th</sup> day of September 2008.

Honorary Treasurer .....  
Anthony Burke

Dated this 11<sup>th</sup> day of September 2008.



**Auditor's Independence Declaration to the Board Members of the Civil Contractors Federation  
Queensland Branch**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2008 there has been:

- (i) no contraventions of the auditor independence requirements set out in Section 256 of Schedule 1 (Registration and Accountability of Organisations) the *Workplace Relations Act 1996*; and
- (ii) no contraventions of any applicable Accounting Professional Ethical Standards in relation to the audit.

WHK Horwath

**WHK Horwath**

B.P. Worrall

**B P Worrall  
Principal**

Dated this 11<sup>th</sup> day of September 2008, Brisbane

***Liability Limited by a scheme approved under Professional Standards Legislation***

.....  
**Total Financial Solutions**

.....  
**Member Horwath International**

WHK Horwath Brisbane  
Level 16, WHK Horwath Centre 120 Edward Street  
Brisbane Queensland 4000 Australia  
GPO Box 736 Brisbane Queensland 4001 Australia  
Telephone +61 7 3233 3555 Facsimile +61 7 3210 6183  
Email [info.bri@whkhorwath.com.au](mailto:info.bri@whkhorwath.com.au) [www.whkhorwath.com.au](http://www.whkhorwath.com.au)  
A WHK Group firm



Horwath refers to Horwath International Association, a Swiss Verein.  
Each member of the Association is a separate and independent legal entity.

**Civil Contractors Federation**  
**Queensland Branch**  
**Income Statement**  
**For the Year Ended 30 June 2008**

|  |      | 2008             | 2007           |
|--|------|------------------|----------------|
|  | Note | \$               | \$             |
| Revenue                                    | 2    | 5,234,895        | 2,275,588      |
| Other income                               | 2    | 77,458           | 28,469         |
| Direct costs                               | 3    | (1,148,988)      | (733,128)      |
| Bad and Doubtful Debts                     |      | (222,987)        | -              |
| Employee costs                             |      | (1,701,143)      | (1,024,706)    |
| Depreciation, amortisation and impairments |      | (57,686)         | (29,995)       |
| Travel and accommodation                   |      | (59,580)         | (11,769)       |
| National Office                            |      | (100,789)        | (71,009)       |
| Rental expense on operating leases         |      | (253,902)        | (84,073)       |
| Other expenses                             |      | (134,612)        | (89,594)       |
| <b>Surplus before income tax expense</b>   |      | 1,632,666        | 259,783        |
| Income tax expense                         | 1(a) | -                | -              |
| <b>Surplus attributable to the entity</b>  |      | <u>1,632,666</u> | <u>259,783</u> |

The accompanying notes form part of the financial statements

**Civil Contractors Federation**

**Queensland Branch**

**Balance Sheet**

**30 June 2008**

|                                      | <b>Note</b> | <b>2008</b><br><b>\$</b> | <b>2007</b><br><b>\$</b> |
|--------------------------------------|-------------|--------------------------|--------------------------|
| <b>ASSETS</b>                        |             |                          |                          |
| <b>Current assets</b>                |             |                          |                          |
| Cash and cash equivalents            | 4           | 1,586,252                | 475,219                  |
| Trade and other receivables          | 5           | 861,848                  | 458,207                  |
| Inventories                          | 6           | 7,340                    | 7,340                    |
| Financial assets                     |             | 12,500                   | 12,500                   |
| Other current assets                 | 8           | 29,683                   | 7,614                    |
| <b>Total current assets</b>          |             | <u>2,497,623</u>         | <u>960,880</u>           |
| <b>Non-current assets</b>            |             |                          |                          |
| Property, plant and equipment        | 9           | 181,504                  | 113,385                  |
| <b>Total non-current assets</b>      |             | <u>181,504</u>           | <u>113,385</u>           |
| <b>TOTAL ASSETS</b>                  |             | <u><u>2,679,127</u></u>  | <u><u>1,074,265</u></u>  |
| <b>LIABILITIES</b>                   |             |                          |                          |
| <b>Current liabilities</b>           |             |                          |                          |
| Trade and other payables             | 10          | 333,474                  | 288,124                  |
| Other current liabilities            | 12          | 0                        | 82,368                   |
| <b>Total current liabilities</b>     |             | <u>333,474</u>           | <u>370,492</u>           |
| <b>Non-current liabilities</b>       |             |                          |                          |
| Provisions                           | 11          | 17,912                   | 8,698                    |
| <b>Total non-current liabilities</b> |             | <u>17,912</u>            | <u>8,698</u>             |
| <b>TOTAL LIABILITIES</b>             |             | <u>351,386</u>           | <u>379,190</u>           |
| <b>NET ASSETS</b>                    |             | <u><u>2,327,741</u></u>  | <u><u>695,075</u></u>    |
| <b>EQUITY</b>                        |             |                          |                          |
| Retained earnings                    |             | <u>2,327,741</u>         | <u>695,075</u>           |
| <b>TOTAL EQUITY</b>                  |             | <u><u>2,327,741</u></u>  | <u><u>695,075</u></u>    |

The accompanying notes form part of the financial statements

**Civil Contractors Federation**  
**Queensland Branch**  
**Statement of Changes in Equity**  
**For the Year Ended 30 June 2008**

**2008**

|                                    | Note | Retained<br>Earnings<br>\$ | Total<br>\$      |
|------------------------------------|------|----------------------------|------------------|
| Balance at 1 July 2007             |      | 695,075                    | 695,075          |
| Surplus attributable to the entity |      | 1,632,666                  | 1,632,666        |
| <b>Sub-total</b>                   |      | <b>2,327,741</b>           | <b>2,327,741</b> |
| <b>Balance at 30 June 2008</b>     |      | <b>2,327,741</b>           | <b>2,327,741</b> |

**2007**

|  | Note | Retained<br>Earnings<br>\$ | Total<br>\$       |
|--|------|----------------------------|-------------------|
| Balance at 1 July 2006                                   |      | \$ 439,831                 | \$ 439,831        |
| Adjustment to opening balance on prior year depreciation |      | (4,539)                    | (4,539)           |
| Surplus attributable to the entity                       |      | 259,783                    | 259,783           |
| <b>Sub-total</b>   |      | <b>255,244</b>             | <b>255,244</b>    |
| <b>Balance at 30 June 2007</b>                           |      | <b>\$ 695,075</b>          | <b>\$ 695,075</b> |

The accompanying notes form part of the financial statements

**Civil Contractors Federation**  
**Queensland Branch**  
**Cash Flow Statement**  
**For the Year Ended 30 June 2008**

|  | Note | 2008<br>\$       | 2007<br>\$      |
|--|------|------------------|-----------------|
| <b>Cash from operating activities:</b>                     |      |                  |                 |
| Receipts from customers                                    |      | 4,501,968        | 2,276,986       |
| Cash payments to suppliers and employees                   |      | (3,377,392)      | (1,963,781)     |
| Distributions received                                     |      | 68,368           | 14,535          |
| <b>Net cash provided by (used in) operating activities</b> | 15a  | <u>1,192,944</u> | <u>327,740</u>  |
| <b>Cash flows from investing activities:</b>               |      |                  |                 |
| Proceeds from sale of plant and equipment                  |      | -                | 1,800           |
| Payments to acquire property, plant and equipment          |      | (81,911)         | (71,853)        |
| <b>Net cash provided by (used in) investing activities</b> |      | <u>(81,911)</u>  | <u>(70,053)</u> |
| <b>Net increase (decreases) in cash held</b>               |      | 1,111,033        | 257,687         |
| Cash at beginning of financial year                        |      | 475,219          | 217,532         |
| <b>Cash at end of financial year</b>                       | 4    | <u>1,586,252</u> | <u>475,219</u>  |

The accompanying notes form part of the financial statements



**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**1 Statement of Significant Accounting Policies**

**General Information**

This general purpose financial report that has been prepared in accordance with Accounting Standards, including Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of Section 253 (2) of Schedule 1 (Registration and Accountability of Organisations) of the *Workplace Relations Act 1996*. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards.

The financial report covers the Civil Contractors Federation Qld Branch (CCF) as an individual entity. CCF is an organisation established under the *Workplace Relations Act 1996* and domiciled in Australia.

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

**Basis of Preparation**

*Reporting Basis and Conventions*

The financial report has been prepared on an accrual basis and is based on the historical costs modified by the revaluation of selected non-current assets, financial assets and financial liabilities for which the fair value basis of accounting has been applied.

**(a) Income Tax**

No provision for income tax has been raised as CCF is exempt from income tax under section 50-115 of the Income Tax Assessment Act 1997 as an employer federation registered under an Australian Law relating to the settlement of industrial disputes and is located in Australia and incurs its expenditure and pursues its objectives principally in Australia.

**(b) Inventories**

Inventories are measured at the lower of cost and net realisable value. Costs are assigned on a first-in first-out basis and include direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenses.

**(c) Property, Plant and Equipment**

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

**(i) Plant and Equipment**

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

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

Subsequent costs are included in the asset's carrying amount or recognised as a separate

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**1 Statement of Significant Accounting Policies continued**

**(c) Property, Plant and Equipment continued**

**(i) Plant and Equipment continued**

asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to CCF and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

**(ii) Depreciation**

The depreciable amounts of all fixed assets are depreciated over the useful lives of the assets commencing from the time the asset was held ready for use. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciable amount is the carrying value of the asset less estimated residual amounts. The residual amount is based on what a similar asset of the expected condition of the asset at the end of its useful life could be sold for.

Assets are depreciated on a diminishing value basis. The depreciation rates used for each class of depreciable assets are:

| Class of Fixed Asset       | Depreciation Rate |
|----------------------------|-------------------|
| Leasehold improvements     | 2.5%              |
| Office Plant and equipment | 7 - 100%          |
| Furniture & Fittings       | 11 - 100%         |

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the income statement. When revalued assets are sold, amounts included in the revaluation reserve relating to that asset are transferred back to the income statement as part of the profit or loss on disposal.

**(d) Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged to the income statement on a straight line basis over the lease term.

There are no lease incentives under any of the operating leases entered into by CCF.

CCF has not entered into any finance leases.

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**1 Statement of Significant Accounting Policies continued**

**(e) Employee Benefits**

Provision is made for the CCF's liability for employee benefits arising from services rendered by employees to balance sheet date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. Those cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

**(f) 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. Bank overdrafts are shown within short-term borrowings in current liabilities on the balance sheet.

**(g) Revenue Recognition**

Revenue from the sale of goods and services is recognised upon the delivery of goods and services to customers. Revenue is measured at the fair value of the consideration received or receivable.

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

Revenue from the rendering of a service is recognised upon the delivery of the service to the customer by reference to the stage of completion of the contract.

All revenue is stated net of the amount of goods and services tax (GST) except for Claims from the Government and BCITF which are GST free.

**(h) Critical Accounting Estimates and Judgments**

CCF evaluate 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 CCF. Key estimates and critical judgments are discussed below.

*Key estimates - Impairment*

CCF assesses impairment at each reporting date by evaluating economic conditions specific to CCF that may lead to impairment of assets. When 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.

*Key judgements - Provision for Impairment of Receivables*

Included in the accounts receivable at 30 June 2008 is approximately \$232,242 of invoices raised prior to year-end that relate to previous undercharging for training services. At the date

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**1 Statement of Significant Accounting Policies continued**

**(h) Critical Accounting Estimates and Judgements continued**

of this report, none of these invoices had been paid. Given the significant uncertainty surrounding the collectibility of these receivables, these have been fully provided at balance date.

**(i) Functional and Presentation Currency**

The functional and presentation currency for the CCF is Australian dollars.

**(j) Provisions**

Provisions are recognised when the CCF has a legal or constructive obligation, as a result of a past event, for which it is probable that an outflow of economic benefits will result and that cash outflow can be reliably measured.

**(k) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net 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. Receivables and payables in the balance sheet are shown inclusive of GST.

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

**(l) Comparative Figures**

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

**(m) Impairment of Assets**

At each reporting date, CCF reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, CCF estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**1 Statement of Significant Accounting Policies continued**

**(n) Financial Instruments**

**Recognition**

Financial instruments are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below.

**Financial assets at fair value through profit and loss**

A financial asset is classified in this category if acquired principally for the purpose of selling in the short term or if so designated by management and within the requirements of AASB 139: Recognition and Measurement of Financial Instruments. Derivatives are also categorised as held for trading unless they are designated as hedges. Realised and unrealised gains and losses arising from changes in the fair value of these assets are included in the income statement in the period in which they arise.

**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 stated at amortised cost using the effective interest rate method.

**Held-to-maturity investments**

These investments have fixed maturities, and it is CCF's intention to hold these investments to maturity. Any held-to-maturity investments held by CCF are stated at amortised cost using the effective interest rate method.

**Available-for-sale financial assets**

Available-for-sale financial assets include any financial assets not included in the above categories. Available-for-sale financial assets are reflected at fair value. Unrealised gains and losses arising from changes in fair value are taken directly to equity.

**Financial liabilities**

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

**Derivative instruments**

Derivative instruments are measured at fair value. Gains and losses arising from changes in fair value are taken to the income statement unless they are designated as hedges.

CCF designates certain derivatives as either:

**Civil Contractors Federation  
Queensland Branch  
Notes to the Financial Statements  
For the Year Ended 30 June 2008**

**1 Statement of Significant Accounting Policies continued**

**(n) Financial Instruments continued**

i. hedges of the fair value of recognised assets or liabilities or a firm commitment (fair value hedge); or

ii. hedges of highly probably forecast transactions (cash flow hedges).

At the inception of the transaction the relationship between hedging instruments and hedged items, as well as its risk management objective and strategy for undertaking various hedge transactions is documented.

Assessments, both at hedge inception and on an ongoing basis, of whether the derivatives that are used in hedging transactions have been and will continue to be highly effective in offsetting changes in fair values or cash flows of hedged items, are also documented.

**(i) Fair value hedge**

Changes in the fair value of derivatives that are designated and qualify as fair value hedges are recorded in the income statement, together with any changes in the fair value of the hedge asset or liability that are attributable to the hedged risk.

**(ii) Cash flow hedge**

The effective portion of changes in the fair value of derivatives that are designated and qualify as cash flow hedges is deferred to a hedge reserve in equity. The gain or loss relating to the ineffective portion is recognised immediately in the income statement.

Amounts accumulated in the hedge reserve in equity are transferred to the income statement in the periods when the hedged item will affect profit or loss.

**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.

**Impairment**

At each reporting date, the group 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 income statement.

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**2 Revenue and Other Income**

|   | <b>2008</b> | <b>2007</b> |
|---|-------------|-------------|
| <b>Note</b>   | <b>\$</b>   | <b>\$</b>   |
| - Training Courses                                  | 4,042,410   | 1,656,788   |
| - Member subscriptions                              | 475,532     | 425,910     |
| - Function meetings and other activities            | 716,953     | 192,890     |
| - Other income                                      | 77,458      | 28,469      |
|   | <hr/>       | <hr/>       |
| Total Revenue                                       | 5,312,353   | 2,304,057   |
|   | <hr/>       | <hr/>       |
|   | <b>2008</b> | <b>2007</b> |
|   | <b>\$</b>   | <b>\$</b>   |
| Other income from:                                  |             |             |
| - Interest income                                   | 68,368      | 14,535      |
| - gain on disposal of property, plant and equipment | -           | 457         |
| - sponsorship Income                                | 9,090       | 13,477      |
|   | <hr/>       | <hr/>       |
| Total other income                                  | 77,458      | 28,469      |
|   | <hr/>       | <hr/>       |

**3 Surplus before Income Tax**

|                                    | <b>2008</b> | <b>2007</b> |
|------------------------------------|-------------|-------------|
|                                    | <b>\$</b>   | <b>\$</b>   |
| Direct costs                       | 1,148,988   | 733,128     |
|                                    | <hr/>       | <hr/>       |
| Bad and doubtful debts             |             |             |
| Bad debts                          | 3,494       | -           |
| Doubtful Debts                     | 219,492     | -           |
|                                    | <hr/>       | <hr/>       |
|                                    | 222,986     | -           |
|                                    | <hr/>       | <hr/>       |
| Rental expense on operating leases |             |             |
| Motor vehicles                     | 137,780     | 98,510      |
| Office rental                      | 113,334     | 84,073      |
| Other leases                       | 2,788       | 16,862      |
|                                    | <hr/>       | <hr/>       |
| Total rental expenses              | 253,902     | 199,445     |
|                                    | <hr/>       | <hr/>       |
| Depreciation                       | 57,686      | 29,995      |
|                                    | <hr/>       | <hr/>       |

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**4 Cash and Cash Equivalents**

|               | <b>2008</b>      | <b>2007</b>    |
|---------------|------------------|----------------|
|               | <b>\$</b>        | <b>\$</b>      |
| Cash on hand  | 1,206            | 2,211          |
| Cash at bank  | 1,547,224        | 437,184        |
| Term deposits | 37,822           | 35,824         |
|               | <u>1,586,252</u> | <u>475,219</u> |

**5 Trade and Other Receivables**

|  | <b>2008</b>    | <b>2007</b>    |
|--|----------------|----------------|
|  | <b>\$</b>      | <b>\$</b>      |
| <b>CURRENT</b>                                   |                |                |
| Trade receivables                                | 1,012,353      | 285,842        |
| Less Provision for impairment of receivables     | (245,000)      | (25,507)       |
|  | <u>767,353</u> | <u>260,335</u> |
| Loan to CCF National Office - affiliated party * | 33,986         | 31,390         |
| Accrued Income                                   | -              | 166,482        |
| Other Debtors                                    | 60,509         | -              |
|  | <u>861,848</u> | <u>458,207</u> |
| <b>Provision for Impairment of Receivables</b>   |                |                |
| Opening balance 1 July                           | 25,507         | 25,507         |
| Charge for the year                              | 222,987        | -              |
| Amounts written off                              | (3,494)        | -              |
| Closing balance                                  | <u>245,000</u> | <u>25,507</u>  |

\* Interest is charged at the Commonwealth Bank of Australia 90 day bond rate. The loan is repayable within the 12 month period.

Current trade receivables are on 30 day terms. A provision for impairment is recognised when there is objective evidence that an individual trade receivable is impaired. These amounts have been included in the bad and doubtful debts expense item.



**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**6 Inventories**

|             | 2008         | 2007         |
|-------------|--------------|--------------|
|             | \$           | \$           |
| CURRENT     |              |              |
| At Cost     |              |              |
| Inventories | 7,340        | 7,340        |
|             | <u>7,340</u> | <u>7,340</u> |

**7 Financial Assets**

|                         | 2008          | 2007          |
|-------------------------|---------------|---------------|
|                         | \$            | \$            |
| Investments, at cost    |               |               |
| Shares in joint venture | 12,500        | 12,500        |
|                         | <u>12,500</u> | <u>12,500</u> |

**8 Other Assets**

|             | 2008          | 2007         |
|-------------|---------------|--------------|
|             | \$            | \$           |
| CURRENT     |               |              |
| Prepayments | 27,861        | 7,614        |
| Deposits    | 1,822         | -            |
|             | <u>29,683</u> | <u>7,614</u> |

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**9 Property Plant and Equipment**

|                                     | 2008                  | 2007                  |
|-------------------------------------|-----------------------|-----------------------|
|                                     | \$                    | \$                    |
| Office equipment                    |                       |                       |
| At cost                             | 325,992               | 215,887               |
| Less accumulated depreciation       | (187,955)             | (135,872)             |
| Total office equipment              | <u>138,037</u>        | <u>80,015</u>         |
| Furniture & Fittings                |                       |                       |
| At cost                             | 56,255                | 40,555                |
| Less accumulated depreciation       | (30,109)              | (24,973)              |
| Total furniture & fittings          | <u>26,146</u>         | <u>15,582</u>         |
| Leasehold Improvements              |                       |                       |
| At cost                             | 19,370                | 19,370                |
| Less accumulated depreciation       | (2,049)               | (1,582)               |
| Total leasehold improvements        | <u>17,321</u>         | <u>17,788</u>         |
| Total property, plant and equipment | <u><u>181,504</u></u> | <u><u>113,385</u></u> |

**a Movements in Carrying Amounts**

|                                    | Office<br>Equipment<br>\$ | Furniture and<br>Fittings<br>\$ | Leasehold<br>Improvements<br>\$ | Total<br>\$    |
|------------------------------------|---------------------------|---------------------------------|---------------------------------|----------------|
| <b>2008</b>                        |                           |                                 |                                 |                |
| Balance at the beginning of year   | 80,015                    | 15,582                          | 17,788                          | 113,385        |
| Additions                          | 110,105                   | 15,700                          | -                               | 125,805        |
| Disposals                          | -                         | -                               | -                               | -              |
| Depreciation expense               | (52,083)                  | (5,136)                         | (467)                           | (57,686)       |
| Carrying amount at the end of year | <u>137,037</u>            | <u>26,416</u>                   | <u>17,321</u>                   | <u>181,504</u> |
| <b>2007</b>                        |                           |                                 |                                 |                |
| Balance at the beginning of year   | 43,603                    | 19,769                          | 14,037                          | 77,409         |
| Additions                          | 67,008                    | 5,605                           | 4,163                           | 76,776         |
| Disposals                          | (4,770)                   | -                               | -                               | (4,770)        |
| Depreciation expense               | (25,826)                  | (9,792)                         | (412)                           | (36,030)       |
| Carrying amount at the end of year | <u>80,015</u>             | <u>15,582</u>                   | <u>17,788</u>                   | <u>113,385</u> |

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**10 Trade and Other Payables**

|                             | 2008           | 2007           |
|-----------------------------|----------------|----------------|
|                             | \$             | \$             |
| CURRENT                     |                |                |
| Unsecured Liabilities       |                |                |
| Trade payables              | 159,639        | 155,711        |
| Amounts received in advance | -              | 25,330         |
| GST payables                | 15,797         | 25,674         |
| Other payables              | 106,002        | 46,699         |
| Accrued employee benefits   | 52,036         | 34,710         |
|                             | <u>333,474</u> | <u>288,124</u> |

**11 Provisions**

**- Long Service Leave entitlement**

|                                | Employee<br>entitlements<br>\$ |
|--------------------------------|--------------------------------|
| Opening balance at 1 July 2007 | 8,698                          |
| Additional provisions          | <u>9,214</u>                   |
| Balance at 30 June 2008        | <u>17,912</u>                  |

**Analysis of Total Provisions – Non Current**

|                                 | 2008          | 2007         |
|---------------------------------|---------------|--------------|
|                                 | \$            | \$           |
| Long service leave entitlements | <u>17,912</u> | <u>8,698</u> |

**12 Other Liabilities**

**Current**

|                            | 2008     | 2007          |
|----------------------------|----------|---------------|
|                            | \$       | \$            |
| Income received in advance | <u>-</u> | <u>82,368</u> |

**Civil Contractors Federation  
Queensland Branch  
Notes to the Financial Statements  
For the Year Ended 30 June 2008**

**13 Financial Risk Management**

**Financial Risk Management Policies**

CCF's financial instruments mainly consist of deposits with banks, short-term investments, accounts receivable, accounts payable.

The main risk CCF is exposed to through its financial instruments is liquidity risk and credit risk.

*Interest Rate Risk*

CCF has no exposure to increased interest payments as currently no debt is held.

*Foreign Currency Risk*

CCF has no exposure to foreign currency risk.

*Liquidity Risk*

CCF manages liquidity risk by monitoring cash forecast cash flows.

*Credit Risk*

The maximum exposure to credit risk at balance date to recognised financial assets, is the carrying amount, net of any provision for impairment of those assets, as disclosed in the balance sheet and the notes to the financial statements.

Credit risk is managed by management and reviewed periodically by the Board. It arises from exposure to customers and deposits with financial institutions. Management assess credit risk by assessing the rating quality and liquidity of counter parties:

- only banks and financial institutions with a "A" rating are utilised;
- all potential customers are rated for credit worthiness; and
- customers that do not meet CCF's credit policies may only purchase by payment in advance.

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**13 Financial Risk Management continued**

The aging of CCF's trade receivables at the reporting date was:

|                           | <b>2008</b>    | <b>2007</b>    |
|---------------------------|----------------|----------------|
|                           | <b>\$</b>      | <b>\$</b>      |
| Not past due              | 813,646        | 263,574        |
| Past due 30-60 days       | 32,600         | 2,567          |
| Past due 61-90 days       | 121,443        | 2,288          |
| Past due 91 days and over | 44,664         | 17,413         |
| Provision for impairment  | (245,000)      | (25,507)       |
|                           | <u>767,353</u> | <u>260,335</u> |

**Financial Instrument Composition and Maturity**

The table below reflects the CCF's financial instrument composition and where applicable, the weighted average effective interest rate.

The settlement period for all financial instruments listed in the table below is within 1 year. Trade and sundry payables are expected to be paid is less than 6 months.

Sensitivity analysis has not been performed on interest rate risk as the Board is of the opinion that a 2% increase or decrease in interest rates would be immaterial based on 30 June balances.

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**13 Financial Risk Management continued**

|                                    | Weighted<br>Average<br>Effective Interest<br>Rate |      | Floating Interest<br>Rate |                | Non-interest Bearing |                | Total            |                |
|------------------------------------|---|------|---------------------------|----------------|----------------------|----------------|------------------|----------------|
|                                    | 2008  | 2007 | 2008                      | 2007           | 2008                 | 2007           | 2008             | 2007           |
|                                    | %   | %    | \$                        | \$             | \$                   | \$             | \$               | \$             |
| <b>Financial Assets:</b>           |   |      |                           |                |                      |                |                  |                |
| Cash and cash equivalents          | 4.85  | 4.50 | 1,586,252                 | 475,219        | -                    | -              | 1,586,252        | 475,219        |
| Receivables                        | -   | -    | -                         | -              | 861,848              | 458,205        | 861,848          | 458,205        |
| Investments                        | -   | -    | -                         | -              | 12,500               | 12,500         | 12,500           | 12,500         |
| <b>Total Financial Assets</b>      |   |      | <b>1,586,252</b>          | <b>475,219</b> | <b>874,348</b>       | <b>470,705</b> | <b>2,460,600</b> | <b>945,924</b> |
| <b>Financial Liabilities:</b>      |   |      |                           |                |                      |                |                  |                |
| Trade and sundry payables          | -   | -    | -                         | -              | 333,474              | 206,715        | 333,474          | 206,715        |
| <b>Total Financial Liabilities</b> |   |      | <b>-</b>                  | <b>-</b>       | <b>128,833</b>       | <b>206,715</b> | <b>128,833</b>   | <b>206,715</b> |

**14 Auditors' Remuneration**

**a Auditor's Remuneration**

|   | 2008  | 2007  |
|---|-------|-------|
|   | \$    | \$    |
| Remuneration of the auditor of the CCF for: |       |       |
| - Auditing                                  | 4,700 | 4,700 |
| - Preparation of Financial Report           | 3,865 | 2,000 |

**Civil Contractors Federation**  
**Queensland Branch**  
**Notes to the Financial Statements**  
**For the Year Ended 30 June 2008**

**15 Cash Flow Information**

**a Reconciliation of Cash Flow from Operations with Surplus after Income Tax**

|  | <b>2008</b>      | <b>2007</b>    |
|--|------------------|----------------|
|  | <b>\$</b>        | <b>\$</b>      |
| Net surplus for the period   | 1,632,666        | 259,783        |
| Cash flows excluded from profit attributable to operating activities                           |                  |                |
| Non-cash flows in profit   |                  |                |
| Depreciation   | 57,686           | 29,995         |
| Net gain on disposal of property, plant and equipment  | -                | (457)          |
| changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries |                  |                |
| (Increase)/decrease in trade and term receivables  | (764,903)        | 1,398          |
| (Increase)/decrease in prepayments   | (22,069)         | 2,967          |
| (Increase)/decrease in inventories   | -                | 3,058          |
| Increase/(decrease) in trade payables and accruals   | 28,024           | 102,991        |
| Increase/(decrease) in provisions  | 261,540          | (71,995)       |
|  | <u>1,192,944</u> | <u>327,740</u> |

**16 Events After the Balance Sheet Date**

There were no after balance sate events impacting on this financial report.

**17 Economic Dependence**

The majority of the income generated by CCF is from various training courses conducted by the training arm of CCF, CivilTrain. Given the current growth in infrastructure investments by public and private sector, it is anticipated that the demand for related training courses will also grow and that CCF will continue to be dependent on this stream of income in the future. Conversely, any future downfall in this sector will require CCF to quickly adjust and downsize its operations in this area as well.

**18 Company Details**

**Registered office**

The registered office of the company is:

Civil Contractors Federation  
Level 2, Oxley House  
25 Donkin Street  
South Brisbane QLD 4101

**Civil Contractors Federation  
Queensland Branch  
Notes to the Financial Statements  
For the Year Ended 30 June 2008**

**19 New Standards and Interpretations Not Yet Adopted**

The following standards, amendments to standards and interpretations have been identified as those which may impact the entity in the period of initial application.

AASB 8 Operating Segments introduces the "management approach" to segment reporting. AASB 8 becomes mandatory for the Company's 31 December 2009 financial statements and is expected to have minimal impact when adopted.

Revised AASB 101 Presentation of Financial Statements introduces as a financial statement the 'statement of comprehensive income'. The revised standard does not change the recognition, measurement or disclosure of transactions and events that are required by other AASBs. The revised standard will become mandatory for the company's 31 December 2009 financial statements.

**20 Segment Information**

CCF operates in one industry in one geographical location being Queensland. CCH activities comprise the provision of industry advocacy and training.



**Civil Contractors Federation  
Queensland Branch  
Notes to the Financial Statements  
For the Year Ended 30 June 2008**

**21 Key Management Personnel**

Names and positions held of CCF key management personnel in office at any time during the financial year are:

**1 July 2007 – 21 September 2007**

|                      |                             |
|----------------------|-----------------------------|
| President:           | Paul Fogarty                |
| Vice President:      | Isadore (Sid) Strano        |
| Treasurer:           | Anthony Burke               |
| National Councillors | John Seymour, Peter Bampton |

**Branch Board Members**

John Clark  
David Bowen  
Dick Sudholz  
Gavin Turner  
John Hull  
Mark Panizza  
Peter Bampton  
Terry Cogill  
Trevor Davies  
John Seymour

|                         |            |
|-------------------------|------------|
| Chief Executive Officer | Robert Row |
|-------------------------|------------|

**22 September 2007 - 30 June 2008**

|                       |                             |
|-----------------------|-----------------------------|
| President:            | Paul Fogarty                |
| Vice President:       | Gavin Turner                |
| Treasurer:            | Anthony Burke               |
| National Board Member | Anthony Burke, Paul Fogarty |

**Branch Board Members**

John Clark  
Murray Barber  
Dick Sudholz  
Alan Boal  
John Hull  
Mark Panizza  
Rob Douglas  
Terry Cogill  
Anthony Tenkate

Board members are not paid any remuneration for their role as a Board member. This includes office bearers such as the president, Vice president and the Treasurer.

**Civil Contractors Federation  
Queensland Branch  
Notes to the Financial Statements  
For the Year Ended 30 June 2008**

**22 Capital and Lease Commitments**

There were no capital commitments at reporting date.

**Operating Lease Commitments**

Non cancellable operating leases contracted for but not capitalised in the financial statements:

|                                  | 2008           | 2007           |
|----------------------------------|----------------|----------------|
|                                  | \$             | \$             |
| Payable – Minimum lease payments |                |                |
| - Not later than 12 months       | 311,812        | 294,483-       |
| - Between 12 months and 5 years  | 420,046        | 396,346        |
| - Greater than 5 years.          | -              | -              |
|                                  | <u>731,858</u> | <u>690,829</u> |

**23 Related Party Transactions**

Membership of the Board is only drawn from members.

CCF transacts with members and member related entities in the ordinary course of business. Transactions with members are at arms length and on normal commercial terms.

**24 Financial Report**

The financial report was authorised for issue on 11th September 2008 by the Board of CCF Queensland Branch.

**Civil Contractors Federation**  
**Queensland Branch**  
**Branch Board Statements**  
**For the Year Ended 30 June 2008**

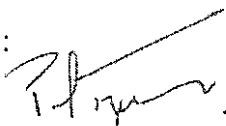
On 11th September 2008 the Board of the Civil Contractors Federation Queensland Branch, passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30th June 2008:

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 Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the 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 Board 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 Schedule 1 of the *Workplace Relations Act 1996*, and the RAO Regulations; 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) No requests were received from any member of the reporting unit or a Registrar for information under Section 272 of the RAO Schedule; and

No orders have been made by the Commission under section 273 of the RAO Schedule.

For the Branch Board:



President .....  
Paul Fogarty

Dated this 11<sup>th</sup> day of September 2008.



Honorary Treasurer .....  
Anthony Burke

Dated this 11<sup>th</sup> day of September 2008.



## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CIVIL CONTRACTORS FEDERATION QUEENSLAND BRANCH

### Scope

We have audited the accompanying financial report of Civil Contractors Federation Queensland Branch which comprises the balance sheet at 30 June 2008, and the income statement, statement of changes in equity, cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Statement by the Branch Board for the year then ended.

### The Queensland Branch Board's Responsibility for the Financial Report

The Queensland Branch Board is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Workplace Relations Act 1996*. This responsibility includes: establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances. In Note 1, the Board also state, in accordance with Accounting Standard AASB 101 *Presentation of Financial Statements*, that compliance with the Australian equivalents to International Financial Reporting Standards ensures that the financial report, comprising the financial statements and the notes, complies with International Financial Reporting Standards.

### Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. 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 report is free from material misstatement.

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

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

#### *Total Financial Solutions*



*Horwath refers to Horwath International Association, a Swiss entity.  
Each member of the Association is a separate and independent legal entity.*

#### Member Horwath International

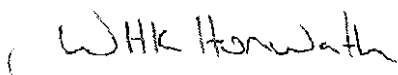
WHK Horwath Brisbane  
Level 16, WHK Horwath Centre 120 Edward Street  
Brisbane Queensland 4000 Australia  
GPO Box 736 Brisbane Queensland 4001 Australia  
Telephone +61 7 3223 3555 Facsimile +61 7 3210 6183  
Email [info.bri@whkhorwath.com.au](mailto:info.bri@whkhorwath.com.au) [www.whkhorwath.com.au](http://www.whkhorwath.com.au)  
A WHK Group firm

## **Independence**

In conducting our audit, we have complied with the independence requirements of the Accounting Professional Ethical Standards and the requirements of Section 256 of Schedule 1 (Registration and Accountability of Organisations) of the *Workplace Relations Act 1996*.

## **Auditor's Opinion**

In our opinion the financial report gives a true and fair of the financial position of Civil Contractors Federation Queensland Branch as of 30 June 2008, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) and the requirements of Section 252 of Schedule 1 (Registration and Accountability of Organisations) of the *Workplace Relations Act 1996*.



**WHK Horwath**



**B P Worrall**  
**Principal**

Dated the 11th day of September 2008, Brisbane

*Liability Limited by a scheme approved under Professional Standards Legislation*

---

**Civil Contractors Federation  
Queensland Branch  
Branch Board Members Report  
30 June 2008**

**Principal activities**

The principal activities of the Queensland Branch during the financial year were acting as an industry body representing the civil construction sector under the Workplace Relations Act 1996.

**Results of principal activities**

The Queensland Branch's principal activities resulted in:

- advocacy and representation to governments on behalf of members
- provision of a range of industrial and contractual services to members
- provision of industry training
- distribution of communication to members

**Significant changes in nature of principal activities**

There were no significant changes in the nature of the Queensland Branch's principal activities during the financial year.

**Significant changes in Federation's Financial Affairs**

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

**Trustee or director of trustee company of related superannuation entity or exempt public sector superannuation scheme**

No officer, or member [to the best of my knowledge] holds a dedicated position as a superannuation trustee under s254(2)(d) of the RAO Schedule.

**Number of Members**

The number of persons who, at the end of the financial year, were recorded on the Register of members was: Full Members - 130 and Associate Members - 77.

**Number of Employees**

The number of persons who were, at the end of the financial year, employees of the Queensland Branch of the Federation was: 20 measured on a full-time equivalent basis.

**Branch Board Members**

The persons who held office as members of the Board of the Queensland Branch during the financial year were:

**1 July 2007 – 21 September 2007**

|                      |                             |
|----------------------|-----------------------------|
| President:           | Paul Fogarty                |
| Vice President:      | Isadore (Sid) Strano        |
| Treasurer:           | Anthony Burke               |
| National Councillors | John Seymour, Peter Bampton |

**Civil Contractors Federation  
Queensland Branch  
Branch Board Members Report  
30 June 2008**

Branch Board Members

John Clark  
David Bowen  
Dick Sudholz  
Gavin Turner  
John Hull  
Mark Panizza  
Peter Bampton  
Terry Cogill  
Trevor Davies  
John Seymour  
Robert Row

Chief Executive Officer

**22 September 2007 - 30 June 2008**

President: Paul Fogarty  
Vice President: Gavin Turner  
Treasurer: Anthony Burke  
National Board Member: Anthony Burke, Paul Fogarty  
Branch Board Members

John Clark  
Murray Barber  
Dick Sudholz  
Alan Boal  
John Hull  
Mark Panizza  
Rob Douglas  
Terry Cogill  
Anthony Tenkate  
Robert Row

Chief Executive Officer

President .....  
Paul Fogarty

Dated this 11<sup>th</sup> day of September 2008.

Honorary Treasurer .....  
Anthony Burke

Dated this 11<sup>th</sup> day of September 2008.

Certificate of Designated Officer  
s268 of Schedule 1 *Workplace Relations Act 1996*

I Paul Fogarty being the President of the Civil Contractors Federation Queensland Branch certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- that the full report was provided to members on 11 September 2008; and
- that the full report was presented to a general meeting of members of the reporting unit on 18 September 2008; in accordance with section 266 of the RAO Schedule.

Signature:



Date: 18 September 2008

---