

15 December 2015

Mr Adrian Granger  
President  
Tasmanian Branch  
Civil Contractors Federation  
[ccftas@civilcontractors.com](mailto:ccftas@civilcontractors.com)



CC: Stannards Accountants and Advisors by email: [advisors@stannards.com.au](mailto:advisors@stannards.com.au)

Dear Mr Granger,

**Civil Contractors Federation - Tasmanian Branch  
Financial Report for the year ended 30 June 2015 - [FR2015/145]**

I acknowledge receipt of the financial report of the Civil Contractors Federation - Tasmanian Branch. The documents were lodged with the Fair Work Commission on 25 November 2015.

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

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that the financial report for the year ending 30 June 2016 may be subject to an advanced compliance review.

I make the following 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. The Commission will confirm these concerns have been addressed prior to filing next year's report.

**Timescale requirements**

As you are aware, an organisation is required under the RO Act to undertake certain steps in accordance with specified timelines. Information about these timeline requirements can be found on the Commission website. In particular, I draw your attention to Financial reporting process and timelines which explains the timeline requirements, and Diagrammatic summary of financial reporting timelines which sets out the timeline requirements in diagrammatical form.

I note that the following timescale requirements were not met:

**Documents must be lodged with the Commission within 14 days of General Meeting**

Section 268 of the RO Act, states that the full report and the designated officer's certificate are required to be lodged with the Commission within 14 days of the meeting of members. The Designated Officer's Certificate indicates that this meeting occurred on 1 September 2015. If this is correct the full report should have been lodged with the Commission by 15 September 2015.

The full report was lodged on 25 November 2015.

If these dates are correct, the branch should have applied for an extension of time to lodge the required reports and the Designated Officer's Certificate in accordance with section 268 of the RO Act.

Please note that in future financial years if the branch cannot lodge on time, a written request for an extension of time, signed by a relevant officer, including any reason for the delay, must be made prior to the required date of lodgement.

Reports must be provided to Members at least 21 days before the General Meeting of Members

The Designated Officer's Certificate states that the financial report was provided to members on 17 August 2015, and presented to a General Meeting of members on 1 September 2015. Under section 265(5)(a) of the RO Act, where the report is presented to a General Meeting of members, the report must be provided to members at least 21 days before that meeting.

If these dates are correct, the reporting unit only provided members the financial report 14 days before the General Meeting.

Please note that subsection 265(5) is a civil penalty provision and future failure to meet this timelines may result in an inquiry into the organisation and the General Manager of the Commission may apply under s.310(1) of the RO Act to the Federal Court of Australia for a pecuniary penalty order to be imposed on your organisation and, potentially, an officer whose conduct led to the non-compliance.

**Revenue recognition**

The Australian Accounting Standard *AASB 101 Presentation of Financial Statements* paragraph 117 and *AASB 118: Revenue* paragraph 35(a) requires that the entity must disclose the measurement basis or bases used in recognising revenue.

The accounting policy for grants for the branch has not been disclosed. I note that this year's financial statements included a grant that appears to be a material proportion of the branch's revenue.

**Committee of Management Statement**

The Committee of Management Statement does not contain the date the resolution was passed. Additionally the statement contains outdated terminology referring to the Industrial Registrar in paragraph (b). Please ensure that the Committee of Management Statement in next year's report contains the date of the resolution.

**Reporting Requirements**

On the FWC website a number of factsheets in relation to the financial reporting process and associated timelines are available. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The FWC recommends reporting units use this model as it will assist in ensuring compliance with the RO Act, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

If you have any queries regarding this letter, please contact me on (03) 8656 4698 or via email at [catherine.bebbington@fwc.gov.au](mailto:catherine.bebbington@fwc.gov.au).

Kind regards



**CATHERINE BEBBINGTON**  
Regulatory Compliance Branch

**FAIR WORK COMMISSION**

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**CERTIFICATE OF DESIGNATED OFFICER**

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

I, Adrian Granger being the Tasmanian Branch President of the Civil Contractors Federation certify:

- ↘ That the documents lodged herewith are copies of the full report referred to in s268 of the RO Act; and
- ↘ That the full report was provided to members on 17th August 2015; and
- ↘ That the full report was presented to a general meeting of members of the reporting unit on 1st September 2015; in accordance with section 266 of the RO Act.

Signature:



Adrian Granger

Date: 25th October 2015

# Tasmania

## Introduction

The final audited results for the 2014/15 financial year were endorsed by Resolution by the board of the Tasmanian branch after a year which has seen a significant drop in revenue from membership subscriptions and training fees, whilst expenses remained comparable to the previous year.

The branch continued to support three full time employees during the year. The previous CEO resigned in April 2015, with the new CEO not coming on board until July 2015, after the end of the financial year. The Member Services Officer resigned in June 2015.

Two projects contributed towards the branch's revenue during the year. The Skills Tasmania "Unearthing the Capacity" project was completed. A contract was entered into with State Growth to provide site traffic management audits, and several of these were carried out during February and March 2015. DoSG have indicated they wish to conduct at least 20 more audits before the end of 2015, with the contract likely to be extended into 2016.

The decision was made not to continue with Member Field Diaries, as explained in the CEO's report to the Board meeting in February:

*"We have received advice from the providers of our Member Field Diary that the viability of ongoing free member diaries will not continue due to cost implications. Advertisers were down for last year's edition and we received 200 for distribution and a cut on our rebate accordingly. They have offered to provide other products, such as wall planners, however these received a number of complaints around the way advertising was sold. I have decided that we will not continue with any of their products as this is taking away from other opportunities that we may need to look at, such as the Earth Awards."*

## Financial Performance

### Financials

- Profit (loss): (\$20,231) (compared with \$11,621 last year)
- Budget: \$31,942 (compared with \$26,630 last year)

### Balance Sheet:

- Net Equity - \$100,855 (compared with \$121,086 last year)
- Cash Holding - \$153,795 (compared with \$176,850 last year)

## Business Plan Delivery

The Branch's operations have been consistent with the 2014 Business Plan.

## Membership

New Members:

- Contractor Members - 5
- Associates - 2

Resignations - 17

Current Membership: 90

- Contractor Members - 50
- Associates - 40

Member numbers have reduced with a drop in both full and associate memberships, and according to the CEO report tabled at the February board meeting membership revenue has also dropped during the year.

### **Training**

Income: \$94,422 (compared with Budget: \$120,000)  
Expenditure: \$108,209 (compared with Budget: \$116,412)  
Net Result for Year: \$(13,787) (compared with Budget: \$3,568)

In the February CEO report to the board, the following issues were identified:

- *“Traffic Management – unit Implement Traffic Management requirements have changed which will mean that the cost will need to increase. The branch will need to outlay several thousands in signs and device purchases as well as a trailer to carry. Compliance requirements have also increased from an RTO perspective as is the cost to the branch, up \$10.00 per person to produce carding and provide the qualification. New requirements for all workplace trainers to complete some form of accredited professional development.*
- *A potential reduction in revenue due to changes in training and assessment vs client, e.g. Work Skills.”*

### **Key Achievements**

- Signing and commencing site traffic management audit contract with DoSG
- Successful completion of Skills Tasmania project
- Facilitated Strategic Goals and Business Plan review carried out in February 2015 with implementation ongoing
- New website purchased to overcome ongoing issues with previous site. Branch office relocated to Runway PI, Cambridge.
- Relocation of branch accounts to Tasmania, having previously been managed interstate

Adrian Granger  
Branch President  
Tasmanian Branch

Tanya Denison  
Chief Executive Officer  
Tasmanian Branch

**CIVIL CONTRACTORS FEDERATION  
(TAS BRANCH)**

**FINANCIAL REPORT  
FOR THE YEAR ENDED  
30 JUNE 2015**

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**CIVIL CONTRACTORS FEDERATION (TAS BRANCH)**

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**CIVIL CONTRACTORS FEDERATION (TAS BRANCH)**

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**Operating Report  
for the Year Ended 30 June 2015**

**PRINCIPAL ACTIVITIES S254(2)(A)**

The principal activities of the Branch during the financial year were to promote, protect and advance the interest of its members engaged in any manner of civil contracting and/or ancillary industries.

The Branch operates predominantly in one business and geographical segment, being a representative body of civil construction contractors in Tasmania, providing professional services, information and advice including industrial relations advice, dispute resolution, training (business, occupational health and safety), changes to acts and legislation, changes to awards rates of and work practices to members of the Branch throughout Tasmania. The Branch represents its members at all levels of Government and lobbies for concessions relating to civil construction and business trade.

**RESULTS OF PRINCIPAL ACTIVITIES S254(2)(A)**

The Branch's principal activities resulted in a deficit of \$20,231 (2014 profit of \$11,621). Advocacy and member services have again been a focus, as well as workplace training. Ongoing industrial advice has also been provided this year to the members (as in prior years).

**SIGNIFICANT CHANGES IN NATURE OF PRINCIPAL ACTIVITIES S254(2)(A)**

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

**SIGNIFICANT CHANGES IN FEDERATION'S FINANCIAL AFFAIRS S254(2)(B)**

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

**TRUSTEE OR DIRECTOR OF TRUSTEE COMPANY OF SUPERANNUATION ENTITY OR EXEMPT PUBLIC SECTOR SUPERANNUATION SCHEME S254(2)(D)**

No officer, or member of the reporting unit [to the best of my knowledge] holds a position as a trustee or director of a superannuation entity or exempt public sector superannuation scheme where the criterion for holding such position is that they are an officer or member of an organisation.

**NUMBER OF MEMBERS RO reg 159(a)**

The number of persons who, at the end of the financial year, were recorded on the Register of members was: 50 Members and 40 Associate Members. At the end of the previous financial year (2014) there were 56 Members and 44 Associate Members.



**CIVIL CONTRACTORS FEDERATION (TAS BRANCH)**

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**Operating Report  
for the Year Ended 30 June 2015**

**NUMBER OF EMPLOYEES RO reg 159(b)**

The number of persons who were, at the end of the financial year, employees of the TAS Branch of the Federation was two (2014 three).

**TAS BRANCH BOARD MEMBERS reg 159(c)**

The persons who held office as members of the Board of the TAS Branch at the end of the financial year were:

<b>Name</b>	<b>Position</b>
Adrian Granger	Branch President
Stewart Geeves	Honorary Branch Treasurer
Justin Woolford	Branch Board Member
Rob Batchelor	Branch Board Member
Michael Hudson	Branch Board Member
Neil Armstrong	Branch Board Member
Simon Heazlewood	Branch Board Member

\* All positions were held for the full year unless otherwise stated above.

**Operating Report  
for the Year Ended 30 June 2015**

**MANNER OF RESIGNATION**

Members may resign from the Federation in accordance with rule 9, which reads as follows;

**"9 - RESIGNATION OF MEMBERS**

- (a) A Member may resign from the Federation by written notice addressed and delivered to the Chief Executive Officer (National).
- (b) A notice of resignation from membership of the Federation takes effect:
  - (i) at the end of two weeks after the notice is received by the Federation: or
  - (ii) on the day specified in the notice;whichever is later.
- (c) Any dues payable but not paid by a former Member of the Federation in relation to a period before the Member's resignation from the Federation took effect, may be sued for and recovered in the name of the Federation, in a court of competent jurisdiction, as a debt due to the Federation.
- (d) A notice delivered to the person mentioned in sub-rule (1) shall be taken to have been received by the Federation when it was delivered.
- (e) A notice of resignation that has been received by the Federation is not invalid because it was not addressed and delivered in accordance with sub rule (a) of Rule 9.
- (f) A resignation from membership of the Federation is valid even if it is not affected in accordance with this section if the Member is informed in writing by or on behalf of the Federation that the resignation has been accepted."

Adrian Granger  
TAS Branch President

.....  
Signature

Date: 12/3/2015

**TAS Branch Committee of Management Statement  
for the Year Ended 30 June 2015**

On ..... 2015, the Committee of Management of the Civil Contractors Federation TAS Branch, passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30<sup>th</sup> June 2015.

The Committee of Management declares in relation to the GPFR that in its opinion:

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

Adrian Granger  
TAS Branch President

.....  
Signature

Date: 12/8 2015

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

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

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



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



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

Dated 12/4/15

**CIVIL CONTRACTORS FEDERATION (TAS BRANCH)**

**Statement of Profit and Loss  
for the Year Ended 30 June 2015**

	Note	2015 \$	2014 \$
Revenue	2	318,332	348,058
TAS State Contribution		(8,389)	(10,000)
Employee Expenses	3e	(195,651)	(193,376)
CCF Cards / Other Training Costs		(26,120)	(32,199)
Functions and Activities		(31,816)	(38,328)
Training Costs - Delivery		-	(111)
Travel and Accommodation		(6,457)	(1,845)
Publications		(3,505)	(2,922)
Accounting and Audit Fees	3b	(9,996)	(6,427)
Bad Debts	3a	-	(614)
Depreciation	3c	(429)	(618)
Consultancy Fees		(11,200)	(300)
Other Expenses	3d	(45,000)	(49,697)
<b>(Loss) / Profit from ordinary activities before income tax expense</b>		<b>(20,231)</b>	<b>11,621</b>
Income tax expense	1a	-	-
<b>Net (loss) / profit from ordinary activities after income tax expense attributable to the Federation</b>		<b>(20,231)</b>	<b>11,621</b>

The accompanying notes form part of the financial statements

CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

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

	2015 \$	2014 \$
(Loss) / Profit for the period	(20,231)	11,621
Total Comprehensive (loss) / Income for the period	(20,231)	11,621
Total Comprehensive (loss) / Income attributable to members of the organisation	(20,231)	11,621

The accompanying notes form part of the financial statements

**CIVIL CONTRACTORS FEDERATION (TAS BRANCH)**

**Statement of Financial Position  
as at 30 June 2015**

	Note	2015 \$	2014 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	4	153,795	176,850
Trade and other receivables	5	112,962	151,884
Inventory	6	-	555
Other current assets	7	2,420	3,000
<b>TOTAL CURRENT ASSETS</b>		<b>269,177</b>	<b>332,289</b>
<b>NON-CURRENT ASSETS</b>			
Plant and equipment	8	1,390	1,819
<b>TOTAL NON-CURRENT ASSETS</b>		<b>1,390</b>	<b>1,819</b>
<b>TOTAL ASSETS</b>		<b>270,567</b>	<b>334,108</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	168,117	198,326
Short term provisions	10	1,595	14,696
<b>TOTAL CURRENT LIABILITIES</b>		<b>169,712</b>	<b>213,022</b>
<b>NON-CURRENT LIABILITIES</b>			
Long term provisions		-	-
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>-</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>		<b>169,712</b>	<b>213,022</b>
<b>NET ASSETS</b>		<b>100,855</b>	<b>121,086</b>
<b>MEMBERS' FUNDS</b>			
Accumulated Surplus		100,855	121,086
<b>TOTAL MEMBERS' FUNDS</b>		<b>100,855</b>	<b>121,086</b>

The accompanying notes form part of the financial statements

CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

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**Statement of Changes in Members' Funds  
for the Year Ended 30 June 2015**

	\$
Balance as at 1 July 2013	109,465
Profit /(Loss) attributable to members	<u>11,621</u>
Balance at 30 June 2014	<u>121,086</u>
	\$
Balance as at 1 July 2014	121,086
Loss) / Profit attributable to members	<u>(20,231)</u>
Balance at 30 June 2015	<u>100,855</u>

The accompanying notes form part of the financial statements



CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

**Statement of Cash Flows  
for the Year ended 30 June 2015**

	Note	2015 \$	2014 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from members and customers		352,022	366,008
Receipts from related parties		3,547	825
Payments to suppliers and employees		(321,002)	(312,940)
Payments to related parties		(59,307)	(10,000)
Interest received		1,685	1,790
<b>Net cash provided by operating activities</b>	14b	<b>(23,055)</b>	<b>45,683</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of Training Resources		-	-
<b>Net cash (used) in investing activities</b>		<b>-</b>	<b>-</b>
<b>Net (decrease)/increase in cash held</b>		<b>(23,055)</b>	<b>45,683</b>
Cash at the beginning of the financial year		176,850	131,167
<b>Cash at the end of the financial year</b>	14a	<b>153,795</b>	<b>176,850</b>

The accompanying notes form part of the financial statements

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

**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

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

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

**Basis of Preparation**

The financial report of Civil Contractors Branch (TAS Branch) as an individual entity complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

The Civil Contractors Branch (TAS Branch) is a 'not for profit' organisation.

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

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

**Accounting Policies**

**a. Income Tax**

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

**b. Cash and cash equivalents**

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

**c. Plant and Equipment**

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

Cost and valuation

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

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

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

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

**c. Plant and Equipment (cont'd)**

Depreciation

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

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

	2015	2014
Office, furniture and equipment	20 - 50 %	20 - 50 %

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

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

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

**d. Financial Instruments**

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

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

**e. Employee Benefits**

**Short-term employee benefits**

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

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

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

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

**e. Employee Benefits (cont'd)**

Long-term employee benefits

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

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

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

Superannuation

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

**f. Leases**

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

Finance leases are capitalised by recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are depreciated on a written down value basis over their estimated useful lives where it is likely that the Branch will obtain ownership of the asset over the term of the lease. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

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

**g. Goods and Services Tax (GST)**

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

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

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

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

**h. Revenue**

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

Revenue from the rendering of a service is recognised in proportion to the stage of completion of the service.

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

**i. Comparative figures**

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

**j. Operating Segment**

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

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

**k. Cash and Cash Equivalents**

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

**l. Fair Value of Assets and Liabilities**

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

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

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

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

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

**l. Fair Value of Assets and Liabilities (cont'd)**

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

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

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

**m. Capitation Fees**

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

**n. Critical Accounting Estimates and Judgements**

The Board evaluates estimates and judgments incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Branch.

*Key Estimates – Impairment*

The Board assesses impairment on each reporting date by evaluating conditions specific to the Branch that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

No impairment has been recognised in respect of any assets for the year ended 30 June 2015, except as stated in this report.

*Key Judgements - Doubtful Debts Provision*

The Board have assessed each debtor and have estimated no provision for doubtful debts is required (2014: \$nil). The Board believes that the full amount of the debtors are recoverable.

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

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

**o. New Accounting Standards for Application in Future Periods**

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

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

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

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

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

- AASB 15: *Revenue from Contracts with Customers* (applicable to annual reporting periods commencing on or after 1 January 2018).

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

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

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

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

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

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

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

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

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

- (1) A Member of an organisation, or the General Manager of FWC, may apply to the organisation for specified prescribed information in relation to the organisation to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the organisation.
- (3) An organisation must comply with an application made under subsection (1).



CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

	2015 \$	2014 \$
<b>NOTE 2: REVENUE</b>		
Operating activities:		
Member Subscriptions	83,386	123,574
Functions	51,232	56,714
Training subsidies	94,422	125,092
CCF Cards	8,297	6,759
Publications	6,303	8,879
Grants	50,600	5,000
Sponsorship	14,000	5,864
Interest received	1,685	1,790
Directors' Fees	7,399	8,449
Donations	-	-
Capitation Fees	-	-
Compulsory & Voluntary Levy	-	-
Financial Support - Branches	-	-
Other income	1,008	5,937
<b>Total Revenue</b>	<b>318,332</b>	<b>348,058</b>
<b>NOTE 3: PROFIT FROM ORDINARY ACTIVITIES</b>		
The operating profit of the Branch before income tax expense has been determined after:		
a. <b>Bad and Doubtful Debts</b>		
Bad debts written off	-	614
Provision for doubtful debts	-	-
	-	614
b. <b>Accounting and Audit Fees</b>		
Accounting fees	11,046	4,200
Auditor's remuneration	(1,050)	2,227
	9,996	6,427
c. <b>Depreciation and Amortisation</b>		
Plant and equipment	244	375
Furniture and fittings	185	243
	429	618

CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (Cont'd)**

	2015 \$	2014 \$
<b>NOTE 3: PROFIT FROM ORDINARY ACTIVITIES</b>		
<b>d. Other Expenses</b>		
Advertising	3,334	1,508
Postage	1,833	2,305
Meeting Expenses and Conferences	3,615	10,646
Subscriptions	409	409
Sponsorship	-	1,000
Print and Stationery	806	1,538
Telephone	3,338	2,310
Insurance	1,656	1,388
Rental	20,004	24,582
Miscellaneous Expenses	10,005	4,011
Capitation Fees	-	-
Donations / Grants	-	-
Legal Costs	-	-
Penalties – RO Act and Regulations	-	-
Consideration to Employers making Payroll Deductions	-	-
Affiliation Fees	-	-
	45,000	49,697

<b>e. Employee related expenses</b>		
Salaries	182,184	167,984
Superannuation	14,967	13,638
Employee benefits/amenities	(13,101)	51
Payroll tax	10,881	10,175
Training and recruitment	720	1,528
	195,651	193,376

**NOTE 4: CASH AND CASH EQUIVALENTS**

<b>Current</b>		
Cash on hand	670	480
Cash at bank	153,125	176,370
	153,795	176,850

The weighted average interest rate for cash as at 30 June 2015 is 2.75% (2014: 2.75%)

**NOTE 5: TRADE AND OTHER RECEIVABLES**

<b>a. Current</b>		
Trade debtors	110,962	142,390
Other debtors	2,000	9,494
	112,962	151,884
Less: Provision for Doubtful Debts	-	-
	112,962	151,884

**b. Terms and Conditions**

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

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

CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

Notes to the Financial Statements  
for the Year Ended 30 June 2015 (Cont'd)

	2015 \$	2014 \$
<b>NOTE 6: INVENTORIES</b>		
<b>a. Current</b>		
Training Materials and Publications at net realisable value		555
<b>NOTE 7: OTHER ASSETS</b>		
<b>Current</b>		
Prepayments	2,420	3,000
<b>NOTE 8: PLANT AND EQUIPMENT</b>		
Plant and equipment – at cost	8,130	8,130
Less: Accumulated depreciation	(7,501)	(7,257)
	629	873
Furniture and fittings – at cost	2,239	2,239
Less: Accumulated depreciation	(1,478)	(1,293)
	761	946
Total plant and equipment – net book value	1,390	1,819
<b>Plant &amp; Equipment – at cost</b>		
Carrying amount at beginning of the year	873	1,248
Additions	-	-
Disposals	-	-
Depreciation Expense	(244)	(375)
Carrying amount at end of year	629	873
<b>Furniture and Fittings – at cost</b>		
Carrying amount at beginning of the year	946	1,189
Additions	-	-
Disposals	-	-
Depreciation Expense	(185)	(243)
Carrying amount at end of year	761	946
<b>NOTE 9: TRADE AND OTHER PAYABLES</b>		
<b>a. Current</b>		
Deferred income	137,882	154,356
Trade creditors	17,787	2,918
Sundry creditors and accruals	12,448	41,052
	168,117	198,326

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

**NOTE 9: TRADE AND OTHER PAYABLES (cont'd)**

**b. Terms and Conditions**

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

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

**NOTE 10: PROVISIONS**

	2015 \$	2014 \$
<b>a. Current</b>		
Provision for annual leave	1,595	13,586
Provision for superannuation	-	1,110
Provision for payroll tax	-	-
	1,595	14,696
<b>b. Number of employees at year-end</b>	2	3

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

	Annual Leave		Long Service Leave and Retirement Allowance		Total	
	2015 \$	2014 \$	2015 \$	2014 \$	2015 \$	2014 \$
Officeholders	-	-	-	-	-	-
Other Staff	1,595	13,586	-	-	1,595	13,586
<b>Total</b>	1,595	13,586	-	-	1,595	13,586

There are no provisions for separation and redundancy or other provisions for officeholders or other employees (2014: \$nil)

**Provision for Employee Benefits**

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

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

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

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (Cont'd)**

**NOTE 11: EMPLOYEE BENEFITS**

Employee benefits paid/accrued during the year	Elected Officials (Office holders)		Employees (other than Elected Officials)		Total	
	2015	2014	2015	2014	2015	2014
	\$	\$	\$	\$	\$	\$
Wages and Salaries	-	-	182,184	167,984	182,184	167,984
Annual Leave and Long Service Leave	-	-	(13,101)	51	(13,101)	51
Payroll Tax	-	-	10,881	10,175	10,881	10,175
Superannuation	-	-	14,967	13,638	14,967	13,638
<b>Total</b>	-	-	<b>194,931</b>	<b>191,848</b>	<b>194,931</b>	<b>191,848</b>

There were no redundancy or separation payments this year (2014: \$nil).

**NOTE 12: FINANCIAL RISK MANAGEMENT**

**Financial Risk Management Policies**

The Branch's financial instruments consist mainly of deposits with banks, short term investments, accounts receivable and payable, and investments in an unlisted company.

The Branch's does not have any derivative instruments at 30 June 2015.

**i. Terms, Conditions and Accounting Policies**

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

**ii. Treasury Risk Management**

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

**iii. Financial Risk Exposures and Management**

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

**Liquidity risk**

The Branch manages this risk by monitoring its credit terms on trade debtors

**Interest rate risk**

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

As at 30 June 2015, the effect on profit and equity as a result of the changes in interest rate, with all other variables remaining constant would be as follows:

CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

	2015 \$	2014 \$
<b>Change in profit/(loss)</b>		
Increase in interest rate by 1%	1,531	1,768
Decrease in interest rate by 1%	(1,531)	(1,768)
<b>Change in equity</b>		
Increase in interest rate by 1%	1,531	1,768
Decrease in interest rate by 1%	(1,531)	(1,768)

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

**Interest Rate Risk**

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

	Weighted Average Effective Interest Rate %	Floating Interest Rate \$	1 year or less \$	Fixed Interest Rate Maturities			Total \$
				1 to 5 years \$	Over 5 years \$	Non Interest Bearing \$	
<b>30 June 2015</b>							
<b>Assets:</b>							
Cash	2.75	153,795	-	-	-	-	153,795
Trade and Sundry Debtors		-	-	-	-	115,382	115,382
		153,795	-	-	-	115,382	269,177
<b>Liabilities:</b>							
Sundry Creditors & Other Liabilities		-	-	-	-	(168,117)	(168,117)
		-	-	-	-	(168,117)	(168,117)
<b>Net financial assets</b>		153,795	-	-	-	(52,735)	(101,060)
<b>30 June 2014</b>							
<b>Assets:</b>							
Cash	2.75	176,850	-	-	-	-	176,850
Trade and Sundry Debtors		-	-	-	-	154,884	154,884
		176,850	-	-	-	154,884	331,734
<b>Liabilities:</b>							
Sundry Creditors & Other Liabilities		-	-	-	-	(199,436)	(199,436)
		-	-	-	-	(199,436)	(199,436)
<b>Net financial assets</b>		176,850	-	-	-	(44,552)	132,298

**Credit Risk Exposure**

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

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

**iv. Net Fair Values**

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

**CIVIL CONTRACTORS FEDERATION (TAS BRANCH)**

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

**NOTE 13: RELATED PARTIES**

**a. TAS Branch Board members**

The names of the members of the TAS Branch Board who held office at the end of year are as follows:

Adrian Granger, Stewart Geeves, Justin Woolford, Rob Batchelor, Michael Hudson, Neil Armstrong and Simon Heazlewood.

Members of the TAS Branch Board received no attendance fees during the year, nor did they accrue any leave entitlements.

The officeholders received no 'non cash' benefits (2014: \$nil). No officeholder of the Branch during the year and/or the prior year had any material personal interest in a matter that he/she has or did acquire, or a relative of the officeholder has or did acquire.

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

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

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

Tony Cook – Chief Executive Officer (resigned 1 May 2015). New Chief Executive Officer Tanya Denison replaced Mr Cook from 6 July 2015.

	2015			2014		
	\$			\$		
<b>c. Key Management Personnel Remuneration</b>	Short Term Benefits	Post Employment Benefits	Total	Short Term Benefits	Post Employment Benefits	Total
	\$	\$	\$	\$	\$	\$
Total Compensation	106,198	7,904	114,102	105,052	8,330	113,382

	2015			2014		
	\$			\$		
<b>d. Annual Leave and Long Service Leave Accrued for Key Management Personnel at end of the Year</b>	Annual Leave	Long Service Leave	Total	Annual Leave	Long Service Leave	Total
	\$	\$	\$	\$	\$	\$
Total Annual Leave Provision	-	-	-	10,501	-	10,501

No termination benefits or share based payments were received by officeholders or employees during the year (2014: \$nil).

CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

**NOTE 13: RELATED PARTIES (cont'd)**

**e. Transactions with National Office, Branches and Related Entities**

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

Levy Payment	2015	2014
	\$	\$
During the year, the TAS Branch paid to the National Office a per capita payment calculated in accordance with the rules.	8,389	10,000

**f. Related Party balances at year end**

Amounts receivable/(payable) at reporting date	2015	2014
	\$	\$
National Office	-	-
South Australia Branch	1,050	(100)
Victoria Branch	(945)	(1,820)
	<u>105</u>	<u>(1,920)</u>

**Balance Reconciliation- related entities**

<b>National Office</b>		
Carrying amount at beginning of the year	-	-
Levy charged	(8,389)	(10,000)
Sundry Charges	(1,896)	825
Sundry Income	-	-
Receipts	-	(825)
Payment made	10,285	10,000
Carrying amount at end of the year	<u>-</u>	<u>-</u>

<b>Queensland Branch</b>		
Carrying amount at beginning of the year	-	-
Sundry Charges	-	-
Sundry Income	-	-
Receipts	(777)	-
Payment made	777	-
Carrying amount at end of the year	<u>-</u>	<u>-</u>

<b>South Australia Branch</b>		
Carrying amount at beginning of the year	(100)	-
Sundry Charges	(8,468)	(100)
Sundry Income	-	-
Receipts	-	-
Payment made	9,618	-
Carrying amount at end of the year	<u>1,050</u>	<u>(100)</u>

<b>Victoria Branch</b>		
Carrying amount at beginning of the year	(1,820)	-
Sundry Charges	(34,982)	(1,820)
Sundry Income	-	-
Receipts	(2,770)	-
Payment made	38,627	-
Carrying amount at end of the year	<u>(945)</u>	<u>(1,820)</u>



**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

**NOTE 13: RELATED PARTIES (cont'd)**

**g. Other**

The Branch rents its premises on normal terms and conditions from an entity in which Mr Granger is a director. Such rental is \$20,004 excluding GST per annum. Mr Granger receives fees for holding directorships in other entities on behalf of the Branch, such fees are paid directly to the Branch and disclosed as director fees (see Note 2 to this report).

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

	2015 \$	2014 \$
<b>NOTE 14: CASH FLOW INFORMATION</b>		
<b>a. Reconciliation of Cash</b>		
Cash on hand	670	480
Cash at bank	153,125	176,370
	<u>153,795</u>	<u>176,850</u>
	153,795	176,850
<b>b. Reconciliation of profit from ordinary activities after income tax to net cash provided by operating activities</b>		
Operating (loss) / profit after income tax	(20,231)	11,621
<b>Non-cash flows in profit / (deficit) from ordinary activities</b>		
- Depreciation and amortisation	429	618
<b>Changes in Operating Assets and Liabilities</b>		
Decrease/(Increase) in receivables	38,922	20,565
Decrease/(Increase) in inventories	555	271
Decrease/(Increase) in other assets	580	-
(Decrease)/Increase in payables and other creditors	(30,209)	12,611
(Decrease)/Increase in provisions	(13,101)	(3)
Net Cash Provided by Operating Activity	<u>(23,055)</u>	<u>45,683</u>

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

	2015 \$	2014 \$
<b>NOTE 15: OPERATING COMMITMENTS</b>		
<b>Operating Lease Commitments</b>		
Non-cancellable operating leases contracted for but not capitalised in the financial statements:		
- not later than 12 months	-	-
- between 12 months and five years	-	-
- greater than five years	-	-

**NOTE 16: FAIR VALUE MEASUREMENT**

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

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

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

**a. Fair Value Hierarchy**

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

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

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

**Valuation techniques**

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

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

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

**NOTE 16: FAIR VALUE MEASUREMENT (cont'd)**

**a. Fair Value Hierarchy (cont'd)**

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

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

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

	Note	30 June 2014			Total
		Level 1 \$	Level 2 \$	Level 3 \$	
<b>Recurring fair value measurements</b>					
<i>Financial assets</i>					
Financial assets at fair value through profit or loss:					
Available-for-sale financial assets:		-	-	-	-
<b>Total financial assets recognised at fair value</b>		-	-	-	-
<i>Non-financial assets</i>					
Freehold land & buildings		-	-	-	-
<b>Total non-financial assets recognised at fair value</b>		-	-	-	-

CIVIL CONTRACTORS FEDERATION (TAS BRANCH)

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

**NOTE 16: FAIR VALUE MEASUREMENT (cont'd)**

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

Description	Fair Value at 30 June 2015 and 30 June 2014 \$	Valuation Technique(s)	Inputs Used
Non-financial assets	-	n/a	n/a
Financial assets at fair value through profit or loss:	-	n/a	n/a
Available-for-sale financial assets:	-	n/a	n/a
	-	n/a	n/a

**c. Disclosed Fair Value Measurements**

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

- accounts receivable and other debtors; and
- accounts payable and other payables.

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

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

**NOTE 17: EVENTS SUBSEQUENT TO BALANCE DATE**

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

**Notes to the Financial Statements  
for the Year Ended 30 June 2015 (cont'd)**

**NOTE 18: CONTINGENT LIABILITIES**

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

**NOTE 19: ECONOMIC DEPENDENCY**

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

**NOTE 20: OTHER DISCLOSURES**

The Branch did not receive financial support from any other reporting unit during the year. Except as disclosed in the Statement of Profit and Loss, there were no expenses in connection with holding meetings of members of the Branch and any conferences or meetings of councils, committees, panels or other bodies for the holding of which the Branch was wholly or partly responsible.

There were no payables to employers as consideration for the employers making payroll deductions of membership subscriptions at reporting date, no payables for legal fees (2014: \$nil).

**NOTE 21: BRANCH DETAILS**

The registered office and the principal place of business of the Branch is:  
Civil Contractors Federation (TAS Branch)  
Unit 4/4 Beacon Court  
Cambridge TAS 7170

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

To the Members of Civil Contractors Branch – TAS Branch

**Scope**

**The financial report and Committee of management responsibility**

The financial report comprises the Committee of Management Statement, Statement of Profit and Loss, Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Cash Flow Statement, and accompanying notes to the financial statements for the Civil Contractors Branch (TAS Branch) for the year ended 30 June 2015 set out on pages 4 to 31.

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

**Audit Approach**

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

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

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

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

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

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

**Independence**

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

**Audit Opinion**


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

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

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

As part of our audit of the organisation for the year ended 30 June 2015, we are of the opinion that management's use of the going concern basis of accounting in the preparation of its financial statements is appropriate.

  
Stannards Accountants & Advisors

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

Dated this 12<sup>th</sup> day of Aug 2015



**CIVIL CONTRACTORS FEDERATION (TAS BRANCH)**


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**CERTIFICATE OF DESIGNATED OFFICER  
s268 of Fair Work (Registered Organisations) Act 2009**

I Adrian Granger being the President of the Civil Contractors Federation Tasmania Branch certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RO Act; and
- that the full report was provided to members on the xx of August 2015; and
- that the full report was presented to a general meeting of members of the reporting unit on the xx of August 2015; in accordance with section 266 of the RO Act.

Signature



Adrian Granger  
TAS President

Date: 12<sup>th</sup> of August 2015