



FAIR WORK
AUSTRALIA

8 November 2012

Mr Michael Unger
President
Civil Contractors Federation - Western Australian Branch
PO Box 5178
South Lake WA 6164

By email: ccfwa@civilcontractors.com

Dear Mr Unger

Re: Financial Report for the Civil Contractors Federation - Western Australia for year ended 30 June 2012 - FR2012/311

I acknowledge receipt of the financial report for the Civil Contractors Federation - Western Australian Branch for the year ended 30 June 2012. The report was lodged on 13 September 2012.

The financial report has been filed, however, I note that a number of matters drawn to the attention of the reporting unit last year have not been attended to. The reporting unit's templates should be amended promptly to ensure these changes are implemented and ready for use in the future.

1. Disclosure of employee benefits to office holders and other employees

The General Manager's Reporting Guidelines ("RGs") require reporting units to separately disclose:

- employee benefits to office holders, and
- employee benefits to employees other than office holders

in the Statement of Comprehensive Income or in the Notes to the Financial Statements and in the Liabilities section of the Statement of Financial Position (see items 11(g), 11(h), 14(c) and 14(d) of the Reporting Guidelines).

The Operating Report indicates that there are 13 employees of the Branch.

The Income Statement lists a sum denoting 'Employee expenses'.

Note 3 (g) of the Notes to the Financial Statements sets out the components of 'Employee related expenses' but does not distinguish between the provision made for employees who are office holders and other employees.

If there are no employees who are also office holders within the meaning of sections 6 and 9 of the *Fair Work (Registered Organisations) Act 2009* ("RO Act") and the RGs, a line item in the relevant financial statement or notes should be included to indicate this.

2. General Requirements for Presentation and Disclosures in GPFR: Notes to the Financial Statements:

In accordance with RG 8, a Reporting Unit must set out in the notes to the financial statements a reproduction of subsections (1), (2) and (3) contained in section 272 of the RO Act.

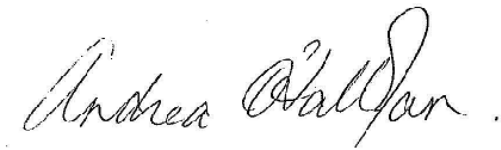
Note 1(m) titled 'Information to be provided to Members or General Manager FWA' does not satisfy this requirement. Please ensure that future reports do so

Auditors Report:

The paragraph titled 'Board's Responsibility for the Financial Report' refers to Part 3 of Chapter 8 of Schedule 1 of the RO Act. Schedule 1 is not part of the current RO Act. All references to this should be removed from your templates.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7787.

Yours sincerely

A handwritten signature in black ink that reads "Andrea O'Halloran". The signature is written in a cursive style with a large, looped initial 'A'.

Andrea O'Halloran
Regulatory Compliance Branch
Fair Work Australia



Civil Contractors Federation WESTERN AUSTRALIAN BRANCH 2012 Annual General Meeting Notice

13th August 2012

Dear Member

Notice is hereby given pursuant to the rules of the Federation that the Annual General Meeting of Members of the Civil Contractors Federation Western Australian Branch (CCFWA) is to be held on Tuesday 4th September 2012 at 9:30am.

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

Meeting details are set out below and the Agenda for the meeting is attached. Also attached are the Minutes of the 2011 Annual General Meeting and the 2011/2012 Annual Report which includes the full financial reports and Auditor's Report for the year ended 30 June 2012. These documents will also be available to Members at the AGM for approval.

Date: 4th September 2012
Time: 9:30am
Location: CCFWA Offices - 70 Verde Drive, Jandakot

Yours sincerely

Jeff Miller
Chief Executive Officer (WA Branch)

Attachments:

- Meeting Agenda
- Minutes of the 2011 AGM
- 2011/2012 Annual Report including Financial Reports and Auditor's Report



CIVIL CONTRACTORS FEDERATION Western Australian Branch

Annual General Meeting

4th September 2012
CCFWA Offices – 70 Verde Drive Jandakot
Commencing at 9:30am

Agenda

1. **Welcome**
2. **Apologies**
3. **Adoption of Minutes:**

Resolution:
“That the Minutes of the 2011 CCFWA Annual General Meeting be adopted”

Proposer:
Seconder:
4. **President’s Report**

Resolution:
“That the 2012 President’s Report be accepted”
Proposer:
Seconder:
5. **Acceptance of Annual Accounts**

Resolution:
“That the 2011/2012 Annual Accounts be accepted”
Proposer:
Seconder:
6. **Appointment of Auditor**
Resolution:
“That Stannards Accountants and Advisors be Appointed as Auditor for 2012/2013”

Proposer:
Seconder:

7. Appointment of Returning Officers

Resolution:

"That the appointment of Hon. Returning Officer; and Hon. Assistant Returning Officers for 2012/2013 will be elected at the AGM"

Proposer:

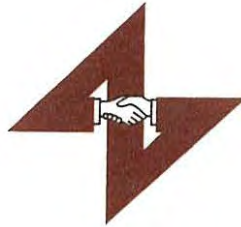
Seconder:

8. General Business

9. Members Open Forum

The 2012 Civil Contractors Federation Annual General Meeting is kindly sponsored by:

Heelan and Co



Heelan & Co
Industrial Relations & Management



Civil Contractors Federation

Western Australian Branch

Annual General Meeting 2011

6th September 2011
Hyatt Grand Regency
Meeting Commenced 11:00am

Minutes

1. Welcome	[President]
2. Apologies John Hovey	[President]
3. Adoption of Minutes	[President]
No changes were made to the 2010 minutes. Resolution: "That the Minutes of the 2010 Annual General Meeting be adopted." Proposer: Trevor Gosatti Seconder: David Della Bona Carried	
4. Nominations for Branch Board and National Board Member and Alternate National Board Member	[Australian Electoral Commission]
The Returning Officer declared the Branch Office Bearers for 2010/2011 as: Branch President: Michael Unger Branch Vice President: David Della Bona Branch Honorary Treasurer: Paul Francis With respect to the Branch Board members, the following were declared at the meeting: Branch Board Members: Mark Armstrong Stuart Buckby Trevor Gosatti John Hovey Phillip Marsh Mike Reilly Tim Ryan Trevor Taylor Steve Tennant	

National Board Member: Trevor Gosatti

Alternative National Board Member: Michael Unger

Following the calling of nominations from the floor, the Returning Officer declared the election results. The President welcomed the incoming Board members.

5. President's Report

[President]

The President's report focused on an overview of activities of the Branch over the course of the 2010/2011 financial year and addressed some of the opportunities and challenges that will be faced by CCFWA during 2011/2012.

Resolution: *"That the 2010/11 President's Report be accepted."*

Proposer: Lambros Siamos

Seconder: Tim Ryan

Carried

6. Audited Financial Statement and Auditors Report

[Hon. Treasurer]

Resolution: *"That the 2010/11 Annual Accounts be accepted."*

Proposer: David Della Bona

Seconder: Trevor Gosatti

Carried

7. Appointment of Auditor

[President]

Resolution: *"That Stannards Accountants and Advisors be appointed as Auditor for 2011/12."*

Proposer: Paul Francis

Seconder: Phil Marsh

Carried

8. Appointment of Returning Officers

[President]

Resolution: *"That Tony Heelan be appointed as Hon. Returning Officer; and Dan Young and Mark Vallence as Hon. Assistant Returning Officers for 2011/12."*

Proposer: Phil Marsh

Seconder: Trevor Gosatti

Carried

9. General Business

[President]

Heelan & Co were thanked for their continued support and sponsorship of the 2011 AGM.

All current board members were thanked for their ongoing support of the CCFWA Branch and incoming Board members Mike Reilly and Steve Tennant were thanked. Lambros Siamos was given a unanimous

vote of thanks for his contribution as a board member including terms as Vice President, President and National Alternate Board member.

Sponsors were thanked for their ongoing support of the CCF WA Branch.

Brian Kennewell from Kerbing West requested that CCF WA put further focus on Sham Contracting. Mark Vallence from Heelan & Co confirmed this was a major focus of the ABCC.

Dan Young from All Earth Group asked about CCF WA's commitment to ensuring government contracts were awarded to contractors of all sizes (not just bundled to suit larger contractors), that procurement processes were kept open and transparent. Craig Patterson from Central Earthmoving commented that as well as the above issue, contracts should be shared between metropolitan and regional contractors. Mark Armstrong from Densford Civil gave an update of the important work CCF WA is doing with Main Roads in this regard.

Jeff Miller, CCF WA CEO reiterated that sham contracting and contract fairness and equity were high priorities for CCF WA and that other areas including introduction of harmonised Work Health and Safety legislation and regulations, implications of Carbon Tax and Minerals Resource Rent Tax, flexibility of IR through Fair Work Australia were all a priority for CCF WA as well as growing a regional presence.

10. Member's Open Forum

[All]

The Annual General Meeting closed at 11.45am.

Signed:

Michael Unger

Title of Office held: Western Australian Branch President

Date:



Civil Contractors Federation
WESTERN AUSTRALIAN BRANCH
2012 Annual Report

President's Report 2011/12

It gives me great pleasure to present to members an overview of activities conducted by the Civil Contractors Federation Western Australia Branch (CCFWA) including the activities of our Registered Training Organisation Civil Train WA during the 2011/12 financial year.

Western Australia continues to enjoy some respite from tougher economic circumstances faced elsewhere in Australia and in most parts of the developed world. Whilst conditions are not exactly buoyant, most CCF WA members are finding conditions are gradually improving overall, albeit at a slower pace than most of us would like.

Continued fears about the economic prospects of southern Europe, the ability for the US to recover from its recession and subsequent slowdown and the slowing growth of China keep us all guessing about what the future may hold.

Closer to home, CCF WA's financial performance has been extremely encouraging. The overall profit of \$267,565 is an excellent result for our members. It follows a modest profit in 2010/11 and pleasingly this significant growth in profitability coincides with the move to our purpose built Skill Centre in Jandakot.

Underlying earnings for the year are still very healthy when you remove the effects of the Skill Centre project on the overall accounts of CCF WA and Civil Train WA.

Total income of \$2,473,420 includes \$176,590 which represents a portion of the total Skill Centre grant income of \$1.766 million already received. The remaining grant income will be brought to account over the next four and a half years.

Offsetting this additional income accrual is a significant depreciation charge that relates to the Skill Centre building and its contents including our three state of the art simulators.

The accounts this year also include one-off costs of relocation from our rented premises in Balcatta to the Skill Centre in Jandakot. And during the first half of the financial year, CCF WA incurred both interest charges on borrowed funds and rent on our Balcatta premises. This double-charge has ceased since our move to the Skill Centre in late October 2011. Ongoing interest charges on our debt of \$1,225,998 are comparable to renting a similar-sized facility, further validating the many benefits of the Skill Centre grant to our members and the wider industry.

When removing these items, CCF WA and Civil Train have enjoyed a significant increase in income and earnings when compared with last year and now caps off three years of consecutive growth in both income and profitability.

Civil Train under the leadership of General Manager Aidan O'Grady has increased total income by over 70 percent from last year following an increase of 22 percent in 2010/11.

Civil Train has finished the financial year with a record number of 261 Certificate III and Certificate IV trainees, up over 30 percent on the same time last year. According to industry data, Civil Train is now the largest provider of traineeships for the civil construction industry. Encouragingly prospects for further trainee sign-ups look very positive and a Certificate III in Trenchless Technology course is nearing completion.

Short courses have seen extraordinary growth, particularly in the second half of the year. Civil Train set new records for short course revenue in several months. New courses are being added including a *Locate and Protect Underground Utilities* course which we are developing in conjunction with Dial Before You Dig which we aim to be teaching from early 2013.

Civil Train now has training partnerships in place with trusted contractors providing a valuable source of revenue.

Civil Train has partnered with LandCorp over three years to provide an industry initiative called *Civil Start*. *Civil Start* will see at least 300 Aboriginal people given the opportunity to secure training and employment in the civil construction industry. We applaud LandCorp for their commitment to this exciting industry initiative.

Civil Train now employs four Trainers & Assessors and will need to add to that number as anticipated growth is realised in the next few months.

CCF WA Members Services team, led by General Manager Member Services Harmony Thuresson, has actively embraced the move to the Skill Centre.

CCF WA has signed three Skill Centre sponsorship packages with Westrac, Volvo-CJD and JCB- Construction Equipment Australia, which provide an additional income streams for the benefit of members.

We thank our branch partners including Westrac and Rocla at the Platinum level; Gold Partners Stella Recruitment, Ledge Finance and OAMPS; Silver Partners Dial

Before you Dig and JCB-Construction Equipment Australia and Bronze Partner Hays Recruitment.

Due to our improved financial position additional member services staff have been added to ensure we continue to grow benefits for members.

CCF WA finished the financial year with an all-time high membership of 105 contractors and 94 associates. This additional growth will in turn ensure we are able to provide a deeper level of service to our members.

This year CCF WA has made a significant focus on skills shortage in our industry. I was joined by CCF WA CEO Jeff Miller on a government delegation led by Hon Peter Collier MLC to the United Kingdom and Ireland. The delegation confirmed to us and other industry groups some of the inflexibilities of our current visa and migration systems. We have followed up the visit with further lobbying efforts with both the government and opposition and will continue to work tirelessly on providing long-term workforce solutions for our members.

CCF WA built on the success of the *Wednesday Workshop* series this year. Eight workshops were run offering members heavily subsidised training and development opportunities across a range of relevant industry topics.

We continued to focus on our advocacy model of using Standing Committees and Working Groups to effectively advance member issues. Standing Committees are within the major government agencies of relevance to our members including LandCorp, Main Roads, Water Corporation and Western Power.

At least bi-annual meetings with senior executives from these agencies combined with representatives from our membership ensure that CCF WA has a permanent dialogue in place and helps us to sustain momentum around key issues raised.

Working Groups are formed from Standing Committees to advance particular issues one at a time. We believe the combination of Standing Committees and Working Groups is an effective way for members to see industry issues resolved and at the same time to actively involve our members in the advocacy process.

A lot of work occurred during 2011/12 for the launch of CCF WA's own quarterly magazine *On Site* in July 2012. *On Site* will create an even wider platform for CCF WA to advocate on behalf of members as well as providing more opportunities for us to communicate in a more detailed way with our members and associates than e-news enables.

All CCFWA events continue to grow from strength to strength. Our 2011 Earth Awards were attended by nearly 300 people with a record number of entries received. The Rocla CCF WA Golf Day was the biggest yet with most participants staying on for dinner with special guest former AFL star Jason Akermanis.

The second annual Westrac President's Gala Dinner and Civil Train Awards built on the success of the inaugural night in 2010 with larger numbers of attendees and award entrants.

In March 2012, we introduced a CCF WA state conference after many years of absence. The event sponsored by LandCorp and the Department of Indigenous Affairs focused on enabling the industry in key areas including Aboriginal participation. The event attended by over 100 delegates was such a success that it will be run again in early 2013.

Key regional events including the South West Golf Day, South West meetings and visits to regional areas including the Mid West, Pilbara and Kimberley were all warmly received and will be further built on in 2012/13.

We are greatly confident that Chief Executive Officer Jeff Miller and his team are well placed to continue growing CCFWA, particularly in the areas of training and essential member services. Our new Skill Centre has already greatly lifted our profile and we look forward to using the facility for continued growth in 2012/13 and beyond.

On behalf of the board we record our thanks to Jeff and his team. We look forward to serving our members and associates in 2012/13.



Mick Unger
President

**CIVIL CONTRACTORS FEDERATION
(WA BRANCH)**

ABN 88 811 975 001

**FINANCIAL REPORT
FOR THE YEAR ENDED
30 JUNE 2012**

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**Operating Report
for the Year Ended 30 June 2012**

Principal activities s254(2)(a)

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

Workplace Relations

- Advice to members on changes to the workplace relations environment including Fair Work Australia changes.
- General employee relations issues relating to finding, attracting and retaining skilled staff, unfair dismissal, employee collective agreements and related issues.
- Branch continuing relationship with workplace relations consultants including referring members, where required, for detailed consultation.
- CCFWA was represented by Mr Jeff Miller on National Workplace Relations Subcommittee which met as issues were needed to be discussed.
- The Branch relies on external providers of workplace relations services and advice.

Utilities

- Representatives from CCF WA have met to discuss important issues in dealings with Western Power, Water Corporation, ATCO GAS (formerly WA Gas Networks) and other utility providers.
- The Branch liaised with Water Corporation regarding issues of safety, training and awareness and protection of underground utilities.
- Maintained contact with Urban Development Institute of Australia (UDIA) and Dial before you Dig (DBYD) in Western Australia.
- Mr Tim Ryan from RJ Vincent was the CCFWA representative on the WA DBYD board and was replaced in 2012 by Mr Peter Rowles.
- Both Mr Trevor Gosatti and Mr Peter Rowles represented CCF WA on Water Corporation's Urban Development Advisory Committee (UDAC).
- Mr Trevor Taylor (TC Drainage), Mr Trevor Gosatti, Mr Mark Armstrong (Densford Civil), Mr Russell Blakely (DM Civil), and Mr Peter Rowles represented CCF WA at UDAC – CCF WA specific meetings throughout 2011/12.

Civil Works

- Contact was maintained with UDIA, DBYD, Institute of Quarrying Australia, Association of Consulting Engineers Australia (ACEA), Main Roads Western Australia (MRWA) and the Institute of Public Works Engineering Australia (IPWEA).
- CCFWA continued involvement with Main Roads WA Road Construction & Maintenance Industry Advisory Group (WARCMIAG), the WARCMIAG Infrastructure Advisory Group and the Traffic Management Roadworks Advisory Group.
- CCFWA continued dialogue regarding MRWA's contracting strategy.
- Mr Jeff Miller continued as CCFWA's representative on the Roads Foundation Limited board.
- CCF WA inaugurated a standing executive committee with LandCorp.

Occupational Safety & Health

- CCF WA has worked with WorkSafe and liaised with our CCF National office and other CCF WA branches to ensure members are educated about changes relating to proposed National Work Health and Safety legislation and regulations.
- CCF WA has continued to provide relevant information through e-news relating to the proposed changes.
- CCF WA met with WorkSafe WA on several occasions to discuss proposed changes to Work Health and to discuss strategies for educating CCF WA members if the changes are introduced.

**Operating Report
for the Year Ended 30 June 2012**

Civil Train WA

- CCF WA /Civil Train WA moved in to our purpose-built Skill Centre on time in October 2011 and on budget. See more detail in Special Projects.
- Created the *Civil Start* program in partnership with LandCorp which commenced 1st January 2012. The three year program aims to place 300 Aboriginal workers in the civil construction industry. To 30 June 2012, Civil Start has graduated 11 with 7 finding employment. The target to 31 December 2012 is 40.
- Completed 24 trainees between 1 July 2011 to 30 June 2012 – 21 Certificate III and 3 Certificate IV. Civil Train WA finished the year with an all-time high number of trainees in training of 260 and is forecasting 115 completions between 1 July 2012 and 30 June 2013.
- Significantly increased short course delivery in 2010/11, with 1,641 short course registrations received between 1 July 2011 and 30 June 2012, exceeding the budget of 1,120.
- Negotiated 6 auspice training partnership agreements in place to deliver plant assessments and verification of competencies, all of which were negotiated since 1 July 2011.
- Continued participation in the National Training Resource Unit (NTRU) in cooperation with CCF National and other branches with the unit wrapped up officially as a project on 30 June 2012.
- Almost completed the development Certificate III in Trenchless Technology resources, a project undertaken in partnership with the Australasian Society for Trenchless Technology.
- Almost completed the Dial Before You Dig WA Locate and Protect Underground assets course. The first part of the project, a one-day training course, is expected to be being taught by October 2012.
- Extensive liaison with Construction Training Fund including Mr Trevor Gosatti and Mr Jeff Miller, representing CCFWA on the Construction Training Fund's Construction Industry Strategic Group (CISG). Mr Aidan O'Grady represents CCF WA on the Construction Training Fund Promotions Committee and Construction Industry Working Group.

General Operations

- In addition to items mentioned above, Chief Executive Officer, Mr Jeff Miller and CCF WA staff, had ongoing liaison with:
 - Australian Electoral Commission (AEC)
 - Building Industry Group which includes liaison with Master Builders Association of WA, Master Painters Australia WA Association, Master Plumbers and Gasfitters Association of WA, National Electrical Communication Association of WA and other allied industry associations.
 - BYAC
 - Centre for Excellence and Innovation in Infrastructure Delivery (CEIID)
 - Construction Mining and Equipment Industry Group (CMEIG)
 - Department of Training and Workforce Development (Western Australia).
 - Department of Environment and Conservation (Western Australia).
 - Fair Work Australia
 - Federal Department of Education, Employment and Workplace Relations (DEEWR).
 - Horizon Power.
 - Kambarang Services.
 - LandCorp.
 - Pilbara Aboriginal Contractors Association (PACA).
 - Skill Hire.
 - SkillsDMC.
 - Training Accreditation Council of Western Australia (TAC).
 - Water Corporation.
 - Western Power.
 - WA Gas Networks (now ATCO Gas).
 - WorkSafe WA.
- Mr Jeff Miller and CCF WA President Mick Unger were part of a State Government delegation lead by Hon Peter Collier, MLC, Minister for Energy; Training and Workforce Development; Indigenous Affairs to United Kingdom and Ireland in July 2011. The delegation was to help various

CIVIL CONTRACTORS FEDERATION (WA BRANCH)

industries including the construction industry to promote Western Australia as a place to live and work and to provide solutions to the emerging skilled and semi skilled labour shortages.

Operating Report for the Year Ended 30 June 2012

- Mr Jeff Miller and Mr Mick Unger visited Canberra in June 2012 to visit with Federal MPs and Senators concerning skilled and semi-skilled labour shortages in Western Australia. Meetings included Hon Chris Bowen, Minister for Immigration (visit with senior advisor); Hon Gary Gray, Special Minister of State; Bruce Billson MP, Shadow Minister for Small Business; Kelly O'Dwyer MP; Barry Haase MP; Senator Michaelia Cash.
- Met with Lex McCulloch, newly appointed WorkSafe WA Commissioner
- E-newsletters continue to provide a valuable update for members and are distributed on a fortnightly basis. This is a primary tool for advising members on immediate issues of importance.
- Members and guests continued to support CCFWA Industry Forums & Luncheons, CCFWA Earth Awards, CCFWA golf days (Metropolitan and South West) and CCFWA President's Gala Dinner and Civil Train Awards. Record numbers were registered at several events.
- The CCFWA *Wednesday Workshop* Series was successfully run through 2011/12 with 8 workshops run on topics including International Recruitment, Legal Advice, Environmental Issues, PPSA, Traineeships and Sham Contracting.
- Quarterly meetings of the South West members were held with a range of guest speakers and topics.
- A visit to Karratha was undertaken in June to assess viability for running more events and functions in the North West region.
- Regular meetings of the Board of Management were held throughout the 2011/12 year.

Special Projects

- Construction of our Skill Centre at 70 Verde Drive Jandakot was completed in October 2011 on time and on budget and was made possible with a Commonwealth Government grant secured for \$1.766 million through Department of Education, Employment and Workplace Relations (DEEWR)
- The Minister for Tertiary Education, Skills, Jobs and Workplace Relations, Senator the Honourable Christopher Evans officially opened the Skill Centre on behalf of DEEWR on Friday 10 February 2012.
- The final grant payment was made in June 2012 following the final audit of the project.

National

- Mr Jeff Miller CCF WA Chief Executive Officer continued to assist with a national working group to develop a national consolidated accounting system which was implemented successfully by June 2011.
- Mr Trevor Gosatti resigned as CCF WA Board Member and National Board Representative in May 2012 to become the CCF National CEO. Mr Trevor Gosatti continues his involvement as the CCF representative with SkillsDMC.
- Mr Mick Unger, CCF WA President, assumed the role of CCF National Board Representative in May 2012.
- Mr David Della Bona, CCF WA Vice President, assumed the role of CCF National Alternate in May 2012.
- Mr Jeff Miller represented CCFWA at CEO Group meetings.
- Mr Jeff Miller was appointed to the CCF National Audit Committee during 2011/12 and continues to serve on the committee.
- Relevant branch personnel attended various national training and development meetings as required.

Results of principal activities s254(2)(a)

The Western Australia Branch principal activities resulted in:

- See above

**Operating Report
for the Year Ended 30 June 2012**

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

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

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

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

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: 105

Number of Employees RO reg 159(b)

The number of persons who were, at the end of the financial year, employees of the Western Australia Branch of the Federation was 13 measured on a full-time equivalent basis.

Committee of Management Members RO reg 159(c)

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

Name	Position	Period
Mick Unger	President	01/07/11 to 30/06/12
David Della Bona	Vice President	"
Paul Francis	Hon Treasurer	"
John Hovey	Board Member	"
Stuart Buckby	Board Member	"
Trevor Taylor	Board Member	"
Tim Ryan	Board Member	"
Mark Armstrong	Board Member	"
Mike Reilly	Board Member	06/09/2012 – 30/06/2012
Steve Tennant	Board Member	06/09/2011- 30/06/2012
Lambros Siamos	Board Member	01/07/2011- 06/09/2012
Trevor Gosatti	Board Member	01/07/2011- 30/03/2012

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 subrule (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.

Michael (Mick) Unger
President



Signature

Date: 10th August 2012


CIVIL CONTRACTORS FEDERATION (WA BRANCH)

On, 9 August 2012 the Board of the Civil Contractors Federation (WA Branch) passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2012:

The Executive, Finance and Member Services Sub-Committee declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the General Manager of FWA;
- (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 WA Branch 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 Fair Work (Registered Organisations) Act 2009, and the Fair Work (Registered Organisations) Regulations 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) no requests were received from any member of the reporting unit or a General Manager of FWA for information under section 272 of the Fair Work (Registered Organisations) Act 2009; and
 - (vi) no orders have been made by the Commission under section 273 of the Fair Work (Registered Organisations) Act 2009.

For the WA Branch Board:

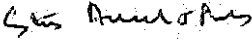

Michael Unger
WA President

Dated in Perth, this 10th of August 2012

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

We declare that, to the best of our knowledge and belief, during the year ended 30 June 2012 there have been:-

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


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


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

Dated 10/8/12

**Income Statement
for the Year Ended 30 June 2012**

	Note	2012 \$	2011 \$
Revenues	2	2,473,420	1,625,872
Employee expenses	3g	(1,126,108)	(856,641)
Depreciation and amortisation	3d	(122,911)	(64,735)
Bad and doubtful debts	3a	(5,084)	(1,247)
Accounting and audit fees	3b	(16,783)	(13,341)
Merchant fees and bank charges		(3,791)	(2,696)
National Levy	3f	(72,484)	(70,170)
Rental expenses	3c	(26,684)	(79,777)
Functions, seminars and conference costs		(293,039)	(175,148)
Training costs		(116,854)	(83,623)
Consultant costs		(2,800)	(43,457)
Travelling expenses		(44,106)	(26,324)
Motor Vehicle Expenses		(57,627)	(44,532)
Member Services		(22,306)	(7,004)
Interest Paid		(75,323)	(22,995)
Other expenses from ordinary activities	3e	(219,955)	(119,118)
Profit/(loss) from ordinary activities before income tax expense		267,565	15,064
Income tax expense	1a	-	-
Net profit/(loss) from ordinary activities after income tax expense attributable to the Branch		267,565	15,064

The accompanying notes form part of the financial statements

**Statement of Comprehensive Income
for the Year Ended 30 June 2012**

	2012 \$	2011 \$
Profit/(loss) for the period	267,565	15,064
Other Comprehensive Income for the period		-
Total Comprehensive Income for the period	267,565	15,064
Total Comprehensive Income attributable to members of the organisation	267,565	15,064

The accompanying notes form part of the financial statements

**Statement of Financial Position
as at 30 June 2012**

	Note	2012 \$	2011 \$
CURRENT ASSETS			
Cash and cash equivalents	4	581,760	931,750
Trade and other receivables	5	592,116	915,925
Inventories	6	25,240	16,632
Other current assets	7	78,749	92,165
TOTAL CURRENT ASSETS		1,277,865	1,956,472
NON-CURRENT ASSETS			
Financial assets	8	12,500	12,500
Plant and equipment	9	2,787,442	109,841
Other non current assets	7	163,051	150,741
TOTAL NON-CURRENT ASSETS		2,962,993	273,082
TOTAL ASSETS		4,240,858	2,229,554
CURRENT LIABILITIES			
Trade and other payables	10	814,284	598,883
Short term provisions	11	60,801	29,128
Financial Liabilities	12	77,159	13,927
TOTAL CURRENT LIABILITIES		952,244	641,938
NON-CURRENT LIABILITIES			
Trade and other payables	10	1,243,195	-
Financial Liabilities	12	1,209,070	1,018,832
TOTAL NON-CURRENT LIABILITIES		2,452,265	1,018,832
TOTAL LIABILITIES		3,404,509	1,660,770
NET ASSETS		836,349	568,784
MEMBERS' FUNDS			
Accumulated Surplus		836,349	568,784
TOTAL MEMBERS' FUNDS		836,349	568,784

The accompanying notes form part of the financial statements

CIVIL CONTRACTORS FEDERATION (WA BRANCH)

**Statement of Changes in Members' Funds
for the Year Ended 30 June 2012**

	2012	2011
	\$	\$
Balance as at 1 July 2011	568,784	553,720
Profit /(Loss) attributable to members	267,565	15,064
Balance at 30 June 2012	836,349	568,784

The accompanying notes form part of the financial statements

Statement of Cash Flow
For the Year ended 30 June 2012

	Note	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members and customers		2,589,479	941,239
Payments to suppliers and employees		(2,048,775)	(1,173,630)
Payments to CCF Branches		(72,484)	(70,170)
Interest received		31,160	22,552
Interest and other costs of finance		(75,323)	(22,995)
Net cash (used in) operating activities	15b	424,057	(303,004)
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of plant and equipment		(2,804,107)	(54,821)
Funding Received		1,776,590	-
Net cash (used in) investing activities		(1,027,517)	(54,821)
CASH FLOWS FROM FINANCING ACTIVITIES			
Hire Purchase Contracts		27,472	(37,370)
Borrowings from State Branches		(1,000,000)	1,000,000
Borrowings - Other Financiers		1,225,998	-
Net cash provided by financing activities		253,470	962,630
Net (decrease)/increase in cash held		(349,990)	604,805
Cash at the beginning of the financial year		931,750	326,945
Cash at the end of the financial year	15a	581,760	931,750

The accompanying notes form part of the financial statements

Notes to the Financial Statements for the Year Ended 30 June 2012

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

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

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

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

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

Reporting Basis and Conventions

The financial report has been prepared on an accruals basis and is based on historical costs 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 and net of bank overdrafts.

c. Plant and Equipment

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

Plant and equipment

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 not been discounted to present value in determining recoverable amounts.

Depreciation

The depreciable amounts of plant and equipment are depreciated using the straight line 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:

Office, furniture and equipment	20-66.66 %
Motor vehicles	25 %
Buildings	2.5 %

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

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

c. Plant and Equipment (cont'd)

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 its recoverable amount if the asset's carrying amount is greater than its 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 Income Statement.

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 Income Statement.

e. Employee Benefits

Provision is made for the Branch's liability for employee benefits arising from services rendered by employees to balance 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 flows to be made for those benefits.

Contributions are made by the Branch to employee superannuation funds and are charged as expenses when incurred.

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 Federation 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 straight line basis over their estimated useful lives where it is likely that the Federation 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.

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

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

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.

h. Revenue

Revenue for membership subscriptions is recognised proportionately over the period to which it relates.

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 Western Australia, providing professional services, information and advice including industrial relations advice, dispute resolution, training (business, occupational health and safety), changes to acts and legislation, changes to award rates of and work practices to members of the Federation throughout Western Australia.

k. 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 Federation.

Key Estimates – Impairment

The Board assesses impairment on each reporting date by evaluating conditions specific to the Federation 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 2012, except as stated in this report.

Key Judgements - Doubtful Debts Provision

The Board have assessed each debtor and have estimated a provision for doubtful debts amounting to \$nil (2011: nil). The Board believes that the full amount of the remaining debtors are recoverable.

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

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

I. New Accounting Standards for Application in Future Periods

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Branch. The Branch has decided not to early adopt any of the new and amended pronouncements. The Branch's assessment of the new and amended pronouncements that are relevant to the Branch but applicable in future reporting periods is set out below:

- AASB 9: Financial Instruments (December 2010) and AASB 2010-7: Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Interpretations 2, 5, 10, 12, 19 & 127] (applicable for annual reporting periods commencing on or after 1 January 2013).

These Standards are applicable retrospectively and include revised requirements for the classification and measurement of financial instruments, as well as recognition and derecognition requirements for financial instruments.

The key changes made to accounting requirements include:

- simplifying the classifications of financial assets into those carried at amortised cost and those carried at fair value;
- simplifying the requirements for embedded derivatives;
- removing the tainting rules associated with held-to-maturity assets;
- removing the requirements to separate and fair value embedded derivatives for financial assets carried at amortised cost;
- allowing an irrevocable election on initial recognition to present gains and losses on investments in equity instruments that are not held for trading in other comprehensive income. Dividends in respect of these investments that are a return on investment can be recognised in profit or loss and there is no impairment or recycling on disposal of the instrument;
- requiring financial assets to be reclassified where there is a change in an entity's business model as they are initially classified based on: (a) the objective of the entity's business model for managing the financial assets; and (b) the characteristics of the contractual cash flows; and
- requiring an entity that chooses to measure a financial liability at fair value to present the portion of the change in its fair value due to changes in the entity's own credit risk in other comprehensive income, except when that would create an accounting mismatch. If such a mismatch would be created or enlarged, the entity is required to present all changes in fair value (including the effects of changes in the credit risk of the liability) in profit or loss.

The Branch has not yet been able to reasonably estimate the impact of these pronouncements on its financial statements.

Notes to the Financial Statements for the Year Ended 30 June 2012

1. Summary of Significant Accounting Policies (cont'd)

I. New Accounting Standards for Application in Future Periods

- AASB 1053: Applications of Tiers of Australian Accounting Standards and AASB 2010-2: Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 1, 2, 3, 5, 7, 8, 101, 102, 107, 108, 110, 111, 112, 116, 117, 119, 121, 123, 124, 127, 128, 131, 133, 134, 136, 137, 138, 140, 141, 1050 & 1052 and Interpretations 2, 4, 5, 15, 17, 127, 129 & 1052] (applicable for annual reporting periods commencing on or after 1 July 2013).

AASB 1053 establishes a revised differential financial reporting framework consisting of two tiers of financial reporting requirements for those entities preparing general purpose financial statements.

- Tier 1: Australian Accounting Standards; and
- Tier 2: Australian Accounting Standards – Reduced Disclosure Requirements.

Tier 2 of the framework comprises the recognition, measurement and presentation requirements for Tier 1, but contains significantly fewer disclosure requirements.

Management believes that the Branch qualifies for the reduced disclosure requirements for Tier 2 entities. However, it is yet to determine whether to adopt the reduced disclosure requirements.

- AASB 2010-8: Amendments to Australian Accounting Standards – Deferred Tax: Recovery of Underlying Assets [AASB 112] (applies to periods beginning on or after 1 January 2012).

This Standard makes amendments to AASB 112: Income Taxes and incorporates Interpretation 121: Income Taxes – Recovery of Revalued Non-Depreciable Assets into AASB 112.

Under the current AASB 112, the measurement of deferred tax liabilities and deferred tax assets depends on whether an entity expects to recover an asset by using it or by selling it. The amendments introduce a presumption that an investment property is recovered entirely through sale. This presumption is rebutted if the investment property is held within a business model whose objective is to consume substantially all of the economic benefits embodied in the investment property over time, rather than through sale.

The amendments are not expected to significantly impact the Branch.

- AASB 10: Consolidated Financial Statements, AASB 11: Joint Arrangements, AASB 12: Disclosure of Interest in Other Entities, AASB 127: Separate Financial Statements (August 2011), AASB 128: Investments in Associates and Joint Ventures (August 2011) and AASB 2011-7: Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Interpretations 5, 9, 16 & 17] (applicable for annual reporting periods commencing on or after 1 January 2013).

AASB 10 replaces parts of AASB 127: Consolidated and Separate Financial Statements (March 2008, as amended) and Interpretation 112: Consolidation – Special Purpose Entities. AASB 10 provides a revised definition of control and additional application guidance so that a single control model will apply to all investees. The Branch has not yet been able to reasonably estimate the impact of this Standard on its financial statements.

**Notes to the Financial Statements
for the Year Ended 30 June 2012**

1. Summary of Significant Accounting Policies (cont'd)

I. New Accounting Standards for Application in Future Periods

AASB 11 replaces AASB 131: Interests in Joint Ventures (July 2004, as amended). AASB 11 requires joint arrangements to be classified as either "joint operations" (whereby the parties that have joint control of the arrangement have rights to the assets and obligations for the liabilities) or "joint ventures" (where the parties that have joint control of the arrangement have rights to the net assets of the arrangement). Joint ventures are required to adopt the equity method of accounting (proportionate consolidation is no longer allowed).

AASB 12 contains the disclosure requirements applicable to entities that hold an interest in a subsidiary, joint venture, joint operation or associate. AASB 12 also introduces the concept of a "structured entity", replacing the "special purpose entity" concept currently used in Interpretation 112, and requires specific disclosures in respect of any investments in unconsolidated structured entities. This Standard will affect disclosures only and is not expected to significantly impact the Branch.

To facilitate the application of AASBs 10, 11 and 12, revised versions of AASB 127 and AASB 128 have also been issued. These Standards are not expected to significantly impact the Branch.

- AASB 13: Fair Value Measurement and AASB 2011-8: Amendments to Australian Accounting Standards arising from AASB 13 [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 & 1038 and Interpretations 2, 4, 12, 13, 14, 17, 19, 131 & 132] (applicable for annual reporting periods commencing on or after 1 January 2013).

AASB 13 defines fair value, sets out in a single Standard a framework for measuring fair value, and requires disclosures about fair value measurements.

AASB 13 requires:

- inputs to all fair value measurements to be categorised in accordance with a fair value hierarchy; and
- enhanced disclosures regarding all assets and liabilities (including, but not limited to, financial assets and financial liabilities) measured at fair value.

These Standards are not expected to significantly impact the Branch.

- AASB 2011-9: Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 & 1049] (applicable for annual reporting periods commencing on or after 1 July 2012).

The main change arising from this Standard is the requirement for entities to group items presented in other comprehensive income (OCI) on the basis of whether they are potentially reclassifiable to profit or loss subsequently.

This Standard affects presentation only and is therefore not expected to significantly impact the Branch.

**Notes to the Financial Statements
for the Year Ended 30 June 2012**

1. Summary of Significant Accounting Policies (cont'd)

I. New Accounting Standards for Application in Future Periods

- AASB 119: Employee Benefits (September 2011) and AASB 2011-10: Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) [AASB 1, AASB 8, AASB 101, AASB 124, AASB 134, AASB 1049 & AASB 2011-8 and Interpretation 14] (applicable for annual reporting periods commencing on or after 1 January 2013).

These Standards introduce a number of changes to accounting and presentation of defined benefit plans. The Branch does not have any defined benefit plans and so is not impacted by the amendment.

AASB 119 (September 2011) also includes changes to:

- require only those 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 to be classified as short-term employee benefits. All other employee benefits are to be classified as other long-term employee benefits, post-employment benefits or termination benefits, as appropriate; and
- the accounting for termination benefits that require an entity to recognise an obligation for such benefits at the earlier of:
 - (i) for an offer that may be withdrawn – when the employee accepts;
 - (ii) for an offer that cannot be withdrawn – when the offer is communicated to affected employees; and
 - (iii) where the termination is associated with a restructuring of activities under AASB 137: Provisions, Contingent Liabilities and Contingent Assets, and if earlier than the first two conditions – when the related restructuring costs are recognised.

The Branch has not yet been able to reasonably estimate the impact of these changes to AASB 119.

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

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

m. Information to be provided to Members or General Manager of FWA

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 a General Manager of FWA, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under subsection (1) by a member of the organisation, or a General Manager of FWA, make the specified information available to the member or General Manager of FWA in such manner and within such time as is prescribed.
- (3) A General Manager of FWA may only make an application under subsection (1) at the request of a member of the organisation concerned, and the General Manager of FWA, shall provide to a member, information received because of an application made at the request of a member.

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

	2012 \$	2011 \$
NOTE 2 : REVENUE		
Operating activities:		
Subscriptions	486,613	480,691
Functions	167,941	123,769
Interest received	31,160	22,552
Training subsidies	1,354,915	792,135
DEEWR Project Funding	176,590	-
Sponsorships	209,388	141,418
Publications	12,257	19,552
Other income	34,556	45,755
Total Revenue	2,473,420	1,625,872
NOTE 3 : PROFIT FROM ORDINARY ACTIVITIES		
The operating profit of the Branch before income tax expense has been determined after:		
a. Bad and Doubtful Debts		
Bad debts written off	5,084	1,247
Provision for doubtful debts	-	-
	5,084	1,247
b. Accounting and Audit Fees		
Accounting fees	13,513	9,841
Auditor's remuneration	3,270	3,500
	16,783	13,341
c. Operating Leases		
Plant & Equipment	8,255	7,462
Rent on Premises	18,429	72,315
	26,684	79,777
d. Depreciation and Amortisation		
Plant and equipment	122,911	64,735
	122,911	64,735
e. Other expenses comprise:		
Meeting expenses	2,278	8,162
Postage	2,531	3,844
Communication expenses	26,822	21,279
Legal costs	14,413	29,423
Stationery	26,794	17,272
Insurance expenses	15,031	11,316
Relocation expenses	16,738	-
Cleaning expenses	10,224	1,950
Electricity, Gas and Water	13,921	5,477
Repairs & Maintenance	11,952	13,639
Resource Development Amortisation	28,460	-
Other	50,791	6,756
	219,955	119,118

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

	2012 \$	2011 \$
NOTE 3 : SURPLUS FROM ORDINARY ACTIVITIES (cont.)		
f. Compulsory Levy		
National office levy	72,484	70,170

The levy is imposed by the CCF National Office to assist in funding the National Office operations.

g. Employee related expenses		
Salaries	953,012	713,984
Superannuation	84,334	65,835
Employee benefits	31,672	19,002
Payroll tax	50,657	40,577
Training and recruitment	6,433	17,243
	<u>1,126,108</u>	<u>856,641</u>

NOTE 4 : CASH AND CASH EQUIVALENTS

Current		
Cash on hand	250	250
Cash at bank	570,276	920,266
Short-term bank deposits	11,234	11,234
	<u>581,760</u>	<u>931,750</u>

The weighted average interest rate for cash as at 30 June 2012 is 4.0% (2011, 3.5%).
A letter of set-off over the short term deposits exists with Commonwealth Bank of Australia.

NOTE 5 : TRADE AND OTHER RECEIVABLES

a. Current		
Trade debtors	592,116	915,925
	<u>592,116</u>	<u>915,925</u>
Less: Provision for doubtful debts	-	-
	<u>592,116</u>	<u>915,925</u>
Sundry debtors	-	-
	<u>592,116</u>	<u>915,925</u>

b. Terms and Conditions

Trade debtors relate to services provided, they are non-interest bearing and are secured.
Trade debtors relating to training carry terms of up to 90 days. All other trade debtors carry settlement terms of 30 days.

Sundry debtors are non-interest bearing and unsecured. This amount includes GST receivable, relating to goods and services tax that can be recovered from the Australian Taxation Office.

NOTE 6 : INVENTORIES

a. Current		
Publications at net realisable value	25,240	16,632

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

	2012 \$	2011 \$
NOTE 7 : OTHER ASSETS		
Current		
Prepayments	76,615	63,881
Other current assets	2,134	28,284
	<u>78,749</u>	<u>92,165</u>
Non Current		
Skills Centre	-	36,552
Borrowing expenses	11,558	255
Other non-current assets (NTRU Project)	151,493	113,934
	<u>163,051</u>	<u>150,741</u>
NOTE 8 : FINANCIAL ASSETS		
a. Non-Current		
Shares in unlisted company – at Board valuation	12,500	12,500

b. Terms and Conditions

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

c. Skills Centre

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

d. Other Current and Non-Current Assets

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

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

	2012 \$	2011 \$
Note 9 : PLANT AND EQUIPMENT		
Motor vehicles – at cost	203,029	157,464
Less: Accumulated depreciation	(106,481)	(81,526)
	<u>96,548</u>	<u>75,938</u>
Plant and equipment – at cost	728,451	102,584
Less: Accumulated depreciation	(136,986)	(68,681)
	<u>591,465</u>	<u>33,903</u>
Land and Buildings – at cost	2,120,320	-
Less: Accumulated depreciation	(20,891)	-
	<u>2,099,429</u>	<u>-</u>
Total plant and equipment – net book value	<u>2,787,442</u>	<u>109,841</u>
Reconciliation of movements in plant and equipment		
Motor vehicles – at cost		
Carrying amount at beginning of the year	75,938	63,729
Additions	45,567	35,481
Depreciation expense	(24,957)	(23,272)
Carrying amount at end of the year	<u>96,548</u>	<u>75,938</u>
Plant and equipment		
Carrying amount at beginning of the year	33,903	25,262
Additions	643,385	19,340
Disposals	(8,760)	-
Depreciation expense	(77,063)	(10,699)
Carrying amount at end of the year	<u>591,465</u>	<u>33,903</u>
Land and Buildings		
Carrying amount at beginning of the year	-	-
Additions	2,120,320	-
Depreciation Expense	(20,891)	-
	<u>2,099,429</u>	<u>-</u>

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

	2012 \$	2011 \$
NOTE 10 : TRADE AND OTHER PAYABLES		
a. Current		
Deferred income	641,636	440,680
Trade creditors	70,954	59,751
Sundry creditors and accruals	101,694	98,452
	814,284	598,883
b. Non Current		
Deferred income	1,243,195	-

c. Terms and Conditions

Deferred income relates to cash receipts for membership fees, training and advertising revenue received for the 2012/13 year and project funding received for 2012/13 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.

Hire purchase facilities are serviced by the assets they are financing.
The Westpac facilities are secured by mortgage over the Skills Centre property.

NOTE 11 : PROVISIONS

a. Current		
Provisions for annual leave	60,801	29,128
	60,801	29,128
b. Aggregate employee entitlement liability	60,801	29,128
c. Number of employees at year-end	13	9.6

NOTE 12 : BORROWINGS

a. Current		
Hire Purchase - Motor Vehicles	23,159	13,927
Loan – Westpac Banking Corporation	54,000	-
	77,159	13,927
b. Non-Current		
Hire Purchase - Motor Vehicles	37,072	18,832
Loan – CCF(Qld)	-	1,000,000
Loan - Westpac Banking Corporation	1,171,998	-
	1,209,070	1,018,832

c. Terms and Conditions

Hire purchase facilities are secured by the assets they are financing.
The Westpac facility is secured by mortgage over the Skills Centre property.

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

NOTE 13 : FINANCIAL RISK MANAGEMENT

Financial Risk Management Policies

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

The Branch does not have any derivative instruments at 30 June 2012.

i. Terms, Conditions and Accounting Policies

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

ii. Treasury Risk Management

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

iii. Financial Risk Exposures and Management

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

Liquidity 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 2012, 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:

	2012 \$	2011 \$
Change in profit/(loss)		
Increase in interest rate by 2%	(7,047)	(1,013)
Decrease in interest rate by 2%	7,047	1,013
Change in equity		
Increase in interest rate by 2%	(7,047)	(1,013)
Decrease in interest rate by 2%	7,047	1,013

This sensitivity analysis has been performed on the assumption that all other variables remain unchanged.

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

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

NOTE 13 : FINANCIAL RISK MANAGEMENT

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 \$	
30 June 2012							
Assets:							
Cash	4.00	570,276	11,234	-	-	250	581,760
Trade and Sundry Debtors		-	-	-	-	592,116	592,116
		570,276	11,234	-	-	592,366	1,173,876
Liabilities:							
Sundry Creditors & Other Liabilities	6.00	-	(77,159)	(1,209,070)	-	(2,057,479)	(3,343,708)
		-	(77,159)	(1,209,070)	-	(2,057,479)	(3,343,708)
Net financial assets		570,276	(65,925)	(1,209,070)	-	(1,465,113)	(2,169,832)
30 June 2011							
Total financial assets	3.50	920,266	11,234	-	-	916,175	1,847,675
Total financial liabilities	5.90	-	(13,927)	(1,018,832)	-	(598,883)	(1,631,642)
Net financial assets		920,266	(2,693)	(1,018,832)	-	317,292	216,033

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 Federation is not materially exposed to any individual credit risk.

iv. Net Fair Values

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

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

NOTE 14 : RELATED PARTIES

a. WA Branch Board members

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

Michael Unger, Paul Francis, Trevor Gosatti, Lambros Siamos, Phillip Marsh, John Hovey, Stuart Buckby, Trevor Taylor, Tim Ryan, David Della Bona, Steve Tennant, Mike Reilly and Mark Armstrong.

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

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

Jeff Miller - Chief Executive Officer
Aidan O'Grady- General Manager – Civil Train
Harmony Thuresson - Member Services Manager

	2012			2011		
	Salaries	Super-annuation	Total	Salaries	Super-annuation	Total
	\$	\$	\$	\$	\$	\$
c. Key Management Personnel Remuneration						
Total Compensation	406,002	36,540	442,542	391,136	35,203	426,339

d. Other transactions with the Federation

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

e. Civil Contractors National Office

At the end of financial year an amount of \$5,196 (2011: \$nil) was receivable from the CCF National Office, further, an amount of \$72,484 (2011: \$70,170) was paid to the National Office for the National Office levy charged on the revenue of the Federation.

f. Loan – CCF (Qld)

A loan of \$1 million was advanced to CCF(WA) by CCF(Qld) during the prior year. It has been repaid in full during this financial year

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

	2012 \$	2011 \$
NOTE 15: CASH FLOW INFORMATION		
a. Reconciliation of Cash		
Cash on hand	250	250
Cash at bank	570,276	920,266
Call deposit	11,234	11,234
	581,760	931,750
b. Reconciliation of surplus from ordinary activities after income tax to net cash provided by operating activities		
Operating surplus after income tax	267,565	15,064
Non-cash flows in surplus/(deficit) from ordinary activities		
- Depreciation and amortisation	122,911	64,735
- DEEWR Funding	(176,590)	-
Changes in assets and liabilities		
Decrease/(Increase) in receivables	323,809	(655,017)
Decrease/(Increase) in inventories	(8,608)	(11,339)
Decrease/(Increase) in other assets	1,106	(89,855)
(Decrease)/Increase in payables and other creditors	(137,809)	381,330
(Decrease)/Increase in provisions	31,673	(7,922)
Net cash (used in) provided by operating activities	424,057	(303,004)

**Notes to the Financial Statements
for the Year Ended 30 June 2012 (cont'd)**

	2012 \$	2011 \$
NOTE 16: OPERATING COMMITMENTS		
Operating Lease Commitments		
Non-cancellable operating leases contracted for but not capitalized in the financial statements:		
- not later than 12 months	-	59,014
- between 12 months and five years	-	71,538
- greater than five years	-	-

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.

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: FEDERATION DETAILS

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

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

Report on the Financial Report

We have audited the accompanying financial report of Civil Contractors Federation (WA Branch) ("the Federation") which comprises the statement of financial position as at 30 June 2012 and the income statement, statement of comprehensive income, statement of changes in members funds and the 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 WA Branch Board.

Board's Responsibility for the Financial Report

The WA Branch Board of the Federation is responsible for the preparation and fair presentation of the financial report in accordance with Australian Auditing Standards (including the Australian Accounting Interpretations) and Part 3 of Chapter 8 of Schedule 1 of the *Fair Work (Registered Organisations) Act 2009*. 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 and error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial 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.

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

Independence

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

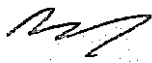
Auditor's opinion

In our opinion the general purpose financial report of Civil Contractors Federation (WA Branch) presents fairly in accordance with the *Fair Work (Registered Organisations) Act 2009* the Federation's financial position as at 30 June 2012 and its performance for the year ended on that date and complies with Australian Accounting Standards (including the Australian Accounting Interpretations).

These were kept by the Branch satisfactory accounting records detailing the sources and nature of the income (including income from members) and the nature and purpose of the expenditure.

There has been no recovery of wages activity during the year.


STANNARDS ACCOUNTANTS & ADVISORS


M B SHULMAN (Holder of Public Practice Certificate)
Partner
Auditor Registration no. 163888

Dated in Melbourne this 10th June 2012

**CIVIL CONTRACTORS FEDERATION
WESTERN AUSTRALIA BRANCH
(CCFWA)**

**AUDIT
FOR THE YEAR
ENDED 30 JUNE 2012**

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1. INTRODUCTION

1.1 Purpose of Report

We have completed our interim and final balance date audits of CCFWA for the year ended 30 June 2012. This report sets out a summary of our findings.

1.2 Scope of Review

In undertaking our audit this year, our principal procedures included:

- a review of the internal control environment adopted by CCFWA;
- reconciliation of CCFWA's divisional results (as reported in the 30 June 2012 management accounts) to source documentation;
- a comparison of results reported in the current period to those of prior periods, aimed at identifying unusual or significant trends;
- a review of major balance sheet account reconciliations prepared by management, aimed at identifying unusual or long standing reconciling items; and
- a search for unrecorded liabilities.

Significant matters arising from our review are set in Section 2 of this report.

It should however be noted, on the basis of the procedures outlined above, we have no reason to believe that CCFWA's results from operations (as summarised below) for the year ended 30 June 2012 and its financial position at that date are not reasonably stated. Further, we shall be in a position to sign CCFWA's accounts, once they have been approved by the Committee of Management of CCFWA.

Set out below are the profits/(losses) generated by CCFWA this year.

Results From Operations

	<i>Profit after Tax</i> <i>30 June 2012</i> <i>\$000</i>	<i>Profit after Tax</i> <i>30 June 2011</i> <i>\$000</i>
Membership Income	486	480
Training Fees & Sponsorships	1,563	933
Meeting & Social Functions	168	124
DEEWR Funding	176	-
Other Income	80	88
Gross Revenue	2,473	1,625
Employee Costs	(1,126)	(857)
Other Costs	(1,080)	(753)
Net Profit	267	15

The overall result of CCFWA this year significantly improved vis-à-vis the 2011 year. Revenue grew by some \$0.85 million overall, expenditure also growing given the greater level of activity. The capacity of CCFWA to generate positive returns is dependent upon its capacity into the future, to maintain and moreover grow membership levels, maintain its training revenue base and deliver relevant and appropriate services to its members. At 30 June 2012, CCFWA had cash reserves of \$0.58 million and net assets of \$0.84 million.

2. SIGNIFICANT MATTERS

As a result of our audit procedures, we have identified a number of significant matters that are detailed below for the Committee of Management's information.

2.1 Reconciliations Review

The major asset and liabilities of CCFWA comprise cash, investments, receivables, accounts payable, employee entitlements and prepaid income. A summary of our findings from our review of reconciliations of those accounts at 30 June 2011 is as follows:–

Balance Sheet Account	CCFWA
Cash at Bank	x
Investments	x
Investments	x
Plant & Equipment	x
Accounts Payable	x
Employee Entitlements	x
Prepaid Income	x

x Reconciliation adequately completed at 30 June 2012 – no long standing or unreconcilable items exist.

2.2 Adoption of Australian Equivalents to AIFRS

As a result of the harmonisation in 2006 of Australian equivalents to International Financial Reporting Standards (AIFRS), CCFWA's financial reports have been prepared in accordance with those standards (to the extent they are applicable to the entity). We believe the financial reports also comply in full with the Fair Work (Registered Organisations) Act 2009.

2.3 Prepaid Income

Given that CCFWA's activities result in certain income being received, but not earned prior to balance date, (eg. functions income and membership income) consistent with prior periods, the net income generated from the same relating to the 2012/13 year has been deferred and will be recognised in the profit/(loss) in the next financial year (ie. 2013). This accounting practice is appropriate and prudent.

2.4 Skills Centre

As at reporting date, CCFWA has completed the construction/fit-out of its skills centre. Consistent with our Phase 1 and Phase 2 audit report, the government funding for the centre (\$1.766 million) is being deferred and amortised to revenue over a period of 5 years (on a straight line basis), whilst the fixed assets of the centre (which have been subject to a Quantity Surveyor's review) are being depreciated over their economic lives, also using a straight line basis of depreciation. We concur with this accounting treatment for both the revenue received and the asset acquired.

2. SIGNIFICANT MATTERS (cont'd)

2.5 Investment Strategy

In keeping with good corporate governance, we recommended in our interim audit that CCFWA should formally document an investment strategy, which pays due regard to benchmark investment returns and cashflow needs. We would be pleased to assist with the development of such a strategy, and/or recommend CCFWA pay due regard to the CCF Group strategy, when the latter is implemented.

2.6 Interim Audit Report

In our interim audit report, we noted that:-

- a detailed Accounting Policies and Procedures Manual which clearly documents how MYOB EXO is used does not exist. We understand the National Accounting Department (currently CCFQLD) is completing a manual (to facilitate continuity of accounting processing if staff were to leave CCFWA);
- CCFWA is yet to complete preparation and testing of a Disaster Recovery Plan in respect of its EDP facilities. The same is to our knowledge to be prepared by the National Accounting Department) as soon as possible, to minimise the potential loss of data, if the organisation's EDP operations are rendered inoperative.

2.7 Other Matters

On the basis of our audit procedures, we did not become aware of any other significant matters which we believe would have a material impact on CCFWA's results from operations for the year ended 30 June 2011 and its financial position at that date. Further, we did not become aware of any significant deficiencies in CCFWA's accounting systems and internal controls (based upon our audit procedures) – refer to our previously issued interim report.

We would be pleased to discuss the contents of this report in further detail at your earliest convenience.

3. GENERAL

- 3.1 In accordance with our firm policy, we advise that neither the firm nor any member or employee of the firm undertakes responsibility arising in any way whatsoever to any party other than CCFWA in respect of this report, including any errors or omissions therein, arising through negligence or otherwise however caused.
- 3.2 This report is not to be used for any purpose other than those specified herein, nor may extracts or quotations be made without our express pre-written approval.