

27 September 2017

Mr Mark Carroll President Police Federation of Australia

Sent via email: debbie@pfa.org.au

Dear Mr Carroll

Re: – Police Federation of Australia - financial report for year ending 30 June 2017 (FR2017/237)

I refer to the financial report of the Police Federation of Australia. The documents were lodged with the Registered Organisations Commission ('the ROC') on 14 September 2017.

The financial report has now been filed. The financial report was filed based on a primary review. This involved confirming whether 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.

You are not required to take any further action in respect of the report lodged. Please note that the financial report for the period ending 30 June 2018 may be subject to an advanced compliance review.

Reporting Requirements

On the ROC website is a number of factsheets in relation to the financial reporting process and associated timelines. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The ROC 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.

Please note that new Reporting Guidelines will apply to organisations and branches with financial years *commencing* on or after 1 July 2017. Updates and information on the new guidelines will be provided through the ROC website and the <u>subscription service</u>.

If you have any queries regarding this letter, please contact me via email at <u>stephen.kellett@roc.gov.au</u>.

Yours faithfully

Jopen Kellert

Stephen Kellett Financial Reporting Registered Organisations Commission

From: KELLETT,Stephen Sent: Wednesday, 27 September 2017 5:10 PM To: 'debbie@pfa.org.au' Subject: Attention Mr Mark Carroll - financial reporting y/e 30 June 2017 - filing [SEC=UNCLASSIFIED]

Dear Ms Martiniello

Please see attached my letter, as addressed, in relation to the above.

Yours faithfully

STEPHEN KELLETT Senior Adviser Financial Reporting Registered Organisations Commission

Tel: (02) 6746 3283 Email: <u>stephen.kellett@roc.gov.au</u>

GPO Box 2983, MELBOURNE VIC 3001 | Level 13, 175 Liverpool Street, Sydney NSW 2000



From: Debbie Martiniello [mailto:debbie@pfa.org.au]
Sent: Thursday, 14 September 2017 1:50 PM
To: ROC - Registered Org Commission
Cc: Mark Burgess
Subject: HPRM: ON CMS FR2017/237 Police Federation of Australia Financial Statements for the Year Ended 30 June 2017

FR2017/237

Please find attached the Police Federation of Australia's Audited Financial Statements for the Year Ended 30 June 2017 that were endorsed by the Committee of Management at their meeting in Canberra last week.

Kind regards

Debbie

Debbie Martiniello Office Manager





The National Voice of Policing





Operating Designated Officer's Report.pdf Certificate.pdf GRIFFITH ACT 2603 Ph: 02 6239 8900 Fax: 02 6239 8999 www.pfa.org.au

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14 September 2017

David Vale Principal Adviser Financial Reporting Registered Organisations Commission GPO Box 2983 MELBOURNE VIC 3001

Dear Mr Vale

Designated Officer's Certificate

s.268 Fair Work (Registered Organisations) Act 2009

I, Mark Carroll, being the President of the Police Federation of Australia, certify:

- that the documents lodged herewith are copies of the full report for the Police Federation of Australia for the period ended 30 June 2017 referred to in s.268 of the *Fair Work (Registered Organisations) Act 2009; and*
- that the full report was provided to members of the reporting unit on 6 September 2017; and
- that the full report was presented to a meeting of the Committee of Management of the reporting unit on 6 September 2017, in accordance with s.266 of the *Fair Work (Registered Organisations) Act 2009.*

Yours sincerely

Mark Carrol

Mark Carrol President

OPERATING REPORT

For the period ended 30 June 2017

The Committee of Management presents its report on the reporting unit for the financial year ended 30 June 2017.

Review of principal activities, the results of those activities and any significant changes in the nature of those activities during the year

The PFA's principal activities throughout the year were determined by the 2016 Federal Council Meeting and have been coordinated by the Federal Executive.

A full detailed report on the PFA's 2016-17 activities will be published in the PFA's Annual Report and presented to the PFA Federal Council delegates at the meeting taking place in Canberra on 7 & 8 September 2017.

The Annual Report will be available after the Federal Council meeting on the PFA website <u>www.pfa.org.au</u>.

Significant changes in financial affairs

There have been no significant changes in the financial affairs of the PFA during the past year.

Right of members to resign

A member may resign from membership of the Federation by notice in writing addressed and delivered to the Secretary of the member's Branch, Zone Secretary or Chief Executive Officer, as per Rule 11(b).

Officers or members who are superannuation fund trustee(s) (include position details) or director of a company that is a superannuation fund trustee

No officers of the PFA hold any position in relation to Superannuation entities.

Number of members

At 30 June 2017 the PFA had 60,871 members.

Number of employees

At 30 June 2017 the PFA had four (4) employees.

Names of Committee of Management members and period positions held during the financial year

Committee of Management 1/7/16 - 30/6/17

- Mark Carroll Paul McCue Angela Smith John Laird Pat Allen George Tilbury Scott Weber Ian Leavers
- (South Australia) (Northern Territory) (Australian Federal Police) (Victoria) (Tasmania) (Western Australia) (New South Wales) (Queensland)

For Committee of Management

Mark Carroll

Mark Carroll President

Dated this 6th day of September 2017

POLICE FEDERATION OF AUSTRALIA

A B N 31 384 184 778

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2017

OPERATING REPORT

For the period ended 30 June 2017

The Committee of Management presents its report on the reporting unit for the financial year ended 30 June 2017.

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For Committee of Management

Mark Carroll

Mark Carroll President

Dated this 6th day of September 2017

CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER

I, John Laird, being the Treasurer of the Police Federation of Australia, certify:

- (a) that the documents lodged herewith are copies of the full report of the Police Federation of Australia for the year ended 30th of June 2017 referred to in S268 of the Fair Work (Registered Organisations) Act 2009; and
- (b) that the full report was provided to members on the 6th of September 2017; and
- (c) that the full report was presented to a general meeting of members and meeting of the committee of management on the 6th of September 2017 in accordance with S266 of the Fair Work (Registered Organisations) Act 2009.

John Laird Treasurer

Date: 6th of September 2017

COMMITTEE OF MANAGEMENT'S STATEMENT

On the 6th of September 2017, the Committee of Management of the Police Federation of Australia passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2017.

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 General Manager;
- (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 Federation 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 Federation including the rules of the branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the R O Act; 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 Federation; and
 - (v) the information sought in any request of a member of the reporting unit or a General Manager duly made under section 272 of the R O Act has been furnished to the member of General Manager; and
 - (vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the R O Act.
- (f) In relation to the recovery of wages activity
 - (i) There were no recovery of wages activity for the Police Federation of Australia for the year ended 30th June 2017.

For Committee of Management:

Treasurer John Laird

Mark anol

President Mark Carroll

Date: 6th of September 2017

INDEPENDENT AUDIT REPORT

To the members of the Police Federation of Australia

Report on the Audit of the Financial Statement

Opinion

I have audited the financial report of the Police Federation of Australia (the Reporting Unit), which comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended 30 June 2017, notes to the financial statements, including a summary of significant accounting policies; and the Committee of Management Statement.

In my opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of the Police Federation of Australia as at 30 June 2017, and its financial performance and its cash flows for the year ended on that date in accordance with:

- a) the Australian Accounting Standards; and
- b) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009 (the RO Act).

I declare that management's use of the going concern basis in the preparation of the financial statements of the Reporting Unit is appropriate.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the Reporting Unit in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Independence

In conducting my audit, I have complied with the applicable independence requirements of the Australian professional ethical pronouncements.

Information Other than the Financial Report and Auditor's Report Thereon

The Committee of Management is responsible for the other information. The other information obtained at the date of this auditor's report is in the Operating Report accompanying the financial report.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

Committee of Management's Responsibility for the Financial Report

The Committee of Management of the Reporting Unit is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the RO Act, and for such internal control as the Committee of Management determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee of Management is responsible for assessing the Reporting Unit's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee of Management either intend to liquidate the Reporting Unit or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibility

My objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Reporting Unit's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Committee of Management.
- Conclude on the appropriateness of the Committee of Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Reporting Unit's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Reporting Unit to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

• Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Reporting Unit to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the Reporting Unit audit. I remain solely responsible for my audit opinion.

I communicate with the Committee of Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I declare that I am an approved auditor, a member of Chartered Accountants Australia and New Zealand and hold a current Public Practice Certificate.

SIGNED AT CANBERRA this 6th day of September 2017

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LOI KAH TSIA, B. Com., F.C.A. Chartered Accountant Registered Company Auditor Suite 201, 2nd Floor 309 Pitt Street SYDNEY NSW 2000

Liability limited by a scheme approved under Professional Standards Legislation

AUDITOR'S STATEMENT

- (a) In my opinion, the GPFR of the Police Federation of Australia is presented fairly in accordance with the Australian Accounting Standards; and
- (b) In relation to recovery of wages activity and based on representations made to me by the Police Federation of Australia and my audit work undertaken for the year ended 30th June 2017, it appears that there were no recovery of wages activity for the year then ended; and
- (c) That as part of the audit of the financial statements, I have concluded that management's use of the going concern basis of accounting in the preparation of the reporting entity's financial statements is appropriate; and
- (d) Also declared that:
 - (i) I am an approved auditor registered as company auditor with ASIC. My auditor registration number is 3245;
 - (ii) I am a member of my firm L K Tsia Chartered Accountant;
 - (iii) I am a member of the Chartered Accountants Australia and New Zealand, FCA with the registration number 17835; and
 - (iv) I hold a current practising certificate issued to me by the Chartered Accountants Australia and New Zealand.

SIGNED AT CANBERRA this 6th day of September 2017

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LOI KAH TSIA, B. Com., F.C.A. Chartered Accountant Registered Company Auditor Suite 201, 2nd Floor 309 Pitt Street Sydney NSW 2000

STATEMENT OF FINANCIAL POSITION AS AT 30 June 2017

	Notes		<u>2017</u>	<u>2016</u>
Accumulated Funds				
Retained Earnings			\$ 1,044,464	\$ 1,033,560
Reserves			503,751	503,751
			\$ 1,548,215	\$ 1,537,311
<u>Represented by</u>				
Current Assets				
Police Bank Easy Access account			39,981	148,932
Police Bank Market Link account			39,114	7,000
Police Bank Savings Plus account			130,060	58,990
Police Bank membership fees			10	10
Cash on hand	3		-	15
Other Receivables	4		9,034	3,377
			218,199	218,324
Non-Current Assets				
Property - 21 Murray Crescent				
Griffith ACT – At Independent Valuation	5		1,500,000	1,500,000
Plant, Equipment & Furniture	6	57,863		
Less provision for depreciation		41,870	15,993	20,951
Motor vehicle	7	48,379		
Less provision for depreciation		4,837	43,542	33,041
			1,559,535	1,553,992
Total Assets			1,777,734	1,772,316
Less Current Liabilities				
Trade creditors and accruals	8		37,209	62,955
Provision for annual leave	9		27,073	22,177
Provision for long service leave	10		144,049	127,438
Other payables	12		21,188	22,435
Total liabilities			229,519	235,005
Net Assets			\$ 1,548,215	\$ 1,537,311
			+ 1,010,210	÷ 1,007,011

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 June 2017

	<u>Notes</u>	<u>2017</u>	<u>2016</u>
Income			
Trust distributions received	17	-	17,254
Compulsory and voluntary levies		-	-
Grants and donations		-	-
Affiliation fees received	13	1,106,182	1,010,224
Capitation fees received	14	-	-
Membership fees received	15	-	-
Interest received	16	1,373	1,376
Personal superannuation withheld written back		38,400	
	_	\$ 1,145,955	\$ 1,028,854
Less expenditure			
Audit and accounting fees	18	25,000	25,500
Annual leave	9	37,477	21,117
ACTU affiliation fees	19	-	15,685
Bank charges and duties		619	395
Capitation fees		-	-
Compulsory levies		-	-
Computer and website design		57,189	51,655
Consideration to employers payroll deduction		-	-
Delegation expenses	20	266,328	267,483
Depreciation	21	11,997	11,686
FBT		25,466	24,959
Fees / allowance - conference and meeting		-	-
General office expenses	22	36,262	34,173
Grants and donations	23	1,000	1,000
Insurances		13,563	11,353
Legal fees	24	34,806	9,991
Long service leave	10	16,611	-
Loss on disposal of asset	25	6,293	-
Motor vehicle expenses		5,942	7,585
National Foundation expenses	26	3,286	6,629
Penalties via R O Act or R O Regulations		-	-
Property expenses	27	75,985	62,239
Salary & packaging	_,	440,879	319,722
Superannuation		69,211	91,438
Telephone		7,137	5,625
Total Expenditure	_	\$ 1,135,051	\$ 968,235
_	_		
Net Surplus/(Loss) for the year Accumulated funds at beginning of year		10,904 1,033,560	60,619 972,941
Accumulated funds at end of year	—	\$ 1,044,464	\$ 1,033,560
Accumulated funds at the Of year	=	ψ 1,044,404	φ 1,055,500

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 June 2017

	Retained Earnings	Asset Revaluation Reserve		Total
Balance as at 30th June 2014	980,746	153,751		1,134,497
Net Deficit for the year 2015	(7,805)	-		(7,805)
Balance as at 30th June 2015	972,941	 153,751		1,126,692
Net Surplus for the year 2016	60,619	350,000		410,619
Balance as at 30th June 2016	1,033,560	 503,751		1,537,311
Net Surplus for the year 2017	10,904	-		10,904
Balance as at 30th June 2017	\$ 1,044,464	\$ 503,751	:	\$ 1,548,215

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 June 2017

	<u>2017</u>	<u>2016</u>
Cash from Operating Activities		
Receipts from members	1,214,484	1,108,932
Interest received	1,373	1,376
Other income	-	17,254
Payment of other expenses	(629,668)	(589,488)
Payment of ACTU affiliation fees	-	(17,254)
Payment of FBT	(25,466)	(24,959)
Payment of employees' entitlements	(542,671)	(434,459)
Cash from other reporting unit	-	
Net cash provided by operating activities	\$ 18,052	\$ 61,402
Cash from Investing Activities		
Proceeds from sale of motor vehicle	24,545	-
Purchase of motor vehicle	(48,379)	-
Purchase of Plant, Equipment & Furniture	-	-
Net cash provided by investing activities	\$ (23,834)	\$ -
Cash from Financing Activities		
Repayment of borrowings	-	-
Net cash outflow from financing activities	\$ -	\$ -
Net increase / (decrease) in cash held	(5,782)	61,402
Cash at the beginning of the financial year	214,947	153,545
Cash at the end of the financial year	\$ 209,165	\$ 214,947
Cash Reconciliation		
For the purpose of the Statement of Cash Flows,		
cash at the end of the financial year is reconciled		
to the following items in the Statement of Financial Position.		
Cash with financial institutions		
Police Bank Easy Access Account	39,981	148,932
Police Bank Market Linked Account	39,114	7,000
Police Bank Savings Plus Account	130,060	58,990
Police Bank Membership Fees	10	10
Cash on Hand	-	15
	\$ 209,165	\$ 214,947

CASH FLOW	<u>2017</u>	<u>2016</u>
Cash Flow Reconciliation		
Reconciliation of cash and cash equivalents as per		
Statement of Financial Position to Cash Flow Statement		
Cash and cash equivalents as per:		
Cash flow statement	209,165	214,947
Statement of financial position	209,165	214,947
Difference	\$ -	\$ -
<u>Reconciliation of profit / (deficit) to net cash</u>		
from operating activities		
Profit / (deficit) for the year	10,904	60,619
Adjustments for non-cash items		
Depreciation / amortisation	11,997	11,686
Loss on disposal of assets	6,293	-
<u>Changes in assets / liabilities</u>		
(Increase) / decrease in net receivables	(5,657)	17,139
Increase / (decrease) in supplier payables	(25,746)	(12,242)
Increase / (decrease) in other payables	(1,247)	(7,931)
Increase / (decrease) in employee provisions	21,508	(7,869)
Net cash from (used by) operating activities	\$ 18,052	\$ 61,402
Cash flow information		
Cash Inflows		
Australian Federal Police Association	81,318	74,410
Police Association of NSW	322,799	300,581
Police Association of NZ	23,158	23,147
Police Association of SA	93,495	85,122
Police Association of TAS	23,661	21,498
Police Association NT	27,937	25,166
QLD Police Union	229,581	207,269
Police Association of VIC	287,357	261,087
WA Police Union	125,175	110,652
Other receipts	1,376	18,630
Total cash inflow	\$ 1,215,857	\$ 1,127,562
Cash Outflows		
ACTU affiliation fees	-	17,254
Other expenses	1,197,805	1,048,906
Total cash outflow	\$ 1,197,805	\$ 1,066,160
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose report that has been prepared in accordance with Australian Accounting Standards, Accounting interpretations, other authoritative pronouncements of the Australian Accounting Standards Board that apply for the reporting period and the Fair Work (Registered Organisations) Act 2009. For the purpose of preparing the general purpose financial statements, the Police Federation of Australia is a not-for-profit entity.

The financial report covers the Police Federation of Australia (the Federation) as an individual entity. The financial report has been prepared on an accruals basis and is based on historical costs and do not take into account changing money values or except where stated. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied unless otherwise stated. The financial statements are presented in Australian Dollars.

The following is a summary of the significant accounting policies adopted by the Federation in the preparation of the financial report.

Accounting Policies

(a) Income Tax

The Federation, being a trade union, is exempt from income tax including capital gains tax, by virtue of the provision of section 50-5 of the Income Tax Assessment Act 1997. However, the entity still has obligations for Fringe Benefit Tax (FBT) and Goods and Services Tax (GST)

(b) Cash and Cash Equivalents

Cash is recognised at its nominal amount. Cash and cash equivalents include cash on hand, deposits held at call with bank, other short term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash.

(c) Investment Property

Investment property comprising land and building is held primarily for its own use as an office. Investment property is carried at fair value, determined annually by the Committee of Management based on prices in an active market for similar property in the same location.

(d) Revenue

Revenue is recognised upon the issue of invoices to all branches of the Federation. Membership incomes have been accounted for on an accrual basis. Membership fees outstanding at balance sheet date have been brought into account as amount due from branches. Membership fees relating to the unexpired part of the membership year are deferred and recognised as income in the next financial year. These are shown as receipt in advance on the financial report.

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

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

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

(e) Gains

Sale of assets Gains and losses from disposal of assets are recognised when control of the assets has passed to the buyer.

(f) Property, Plant and Equipment

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

Property

Land and building is carried at independent valuation. The carrying amount is reviewed annually by the Committee of Management to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

Plant and Equipment

All other items of plant and equipment are recorded at cost less depreciation and impairment losses

The carrying amount of plant and equipment is reviewed annually by the Committee of Management to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected 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 depreciation rates and method are based on their estimated useful lives commencing from the time it is held ready for use. The depreciation rates and method used for each class of depreciable assets are:-

Asset Class	Depreciation Rate	Depreciation Method
Office Plant and Equipment	7.5%-20%	Straight Line
Motor vehicles	15%	Straight Line

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

An asset's carrying amount 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 disposals are determined by comparing proceeds with the carrying amount. These gains or losses are included in the Income Statement.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

(g) Employee Entitlements

Provisions for employee benefits in the form of Long Service Leave and Accrued Annual Leave have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment. Long Service Leave has been calculated with reference to period of service and current salary rates. Contributions made by the Federation to an employee superannuation fund are charged as expense in the statement of comprehensive income when paid.

(h) Leases

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

(i) Financial Instruments

Financial assets and financial liabilities are recognised when the Federation becomes a party to the contractual provisions to the instrument.

Financial assets and financial liabilities are initially measured at fair value. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities (other than financial assets and financial liabilities at fair value through profit or loss) are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition. Transaction costs directly attributable to the acquisition of financial assets or financial liabilities at fair value through profit or loss are recognised immediately in the profit or loss as expenses.

Financial Assets

Financial assets are classified into the following specified categories: financial assets at fair value through profit or loss, held-to-maturity investments, available-for-sale financial assets and loans and receivables. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

Financial Assets at Fair Value through Profit or Loss

Financial assets are classified at fair value through profit or loss when they are of the following nature:

- a) They are acquired for trading for the purpose of short term profit taking.
- b) They are derivatives not held for hedging purposes.
- c) They are acquired and determined by the Committee of Management and measured at fair value with changes in carrying amount being included in profit or loss. The net gain or loss recognised in profit or loss incorporates any dividend or interest earned on the financial asset and is included in the Statement of Comprehensive Income.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

(i) Financial Instruments (continued)

Held to Maturity Investments

These are financial assets that have fixed maturity dates, fixed or determined payments and the reporting unit with the intentions to hold these investments to maturity. They are measured at amortised cost with gains or losses recognised in profit or loss when the financial asset is derecognised.

Available for Sale Financial Assets

These comprise principally investments in the equity securities with no fixed maturities and fixed or determinable payments, are non-derivatives that are either not capable of being classified into other categories of financial assets due to their nature or they are classified as such by the Committee of Management.

Available for Sale Financial Assets are classified as non current assets when they are not expected to be sold within 12 months after the end of the reporting date.

All other available for sale financial assets are classified as current assets.

When the assets are sold, the accumulated fair value adjustments recognised in equity are included in the income statement as gains or losses from investment securities.

Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets except for those with maturities greater than 12 months after the balance date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the Statement of Financial Position.

Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

Financial Liabilities

Financial liabilities are classified as follows:

- a) Financial liabilities at fair value through profit or loss; or
- b) Other financial liabilities

Financial liabilities at fair value through profit or loss are stated at fair value, with any gains or losses arising on remeasurement recognised in profit or loss.

The gain or loss recognised in profit or loss incorporates any interest paid on the financial liability.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

(i) Financial Instruments (continued)

Derecognition

Financial assets are derecognised when the contractual rights to receive cash flows from the financial assets have expired or the assets were transferred to another party whereby the entity no longer has any significant continuing involvement in the risk and benefits associated with the assets. Financial liabilities are derecognised where the related obligations are discharged, cancelled or have expired. The difference between the carrying amount of the financial liability which is extinguished or transferred to another party and the fair value of consideration paid is recognised in the income statement as gains or losses from investments.

Impairment

At balance date, the Federation assesses whether there is objective evidence that a financial asset has been impaired. A financial asset will be deemed to be impaired if there is a significant or prolonged decline in the fair value of the asset below its cost. Impairment losses are recognised in the Statement of Comprehensive Income.

Fair Value

The determination of fair value is based on the current bid prices of quoted market prices at the end of the reporting period. These relate to publicly traded derivatives and trading of available for sale securities.

The fair value of financial instruments that are not traded in an active market is determined by using valuation techniques. These involve the use of available market data.

(j) Goods and Services Tax (GST)

All incomes, 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 the expense. Receivables and payables in the statement of financial position are shown inclusive of GST. Cash flows are included in the cash flow statement on a gross basis – that is GST inclusive.

(k) Reserves

The Asset Revaluation Reserve records revaluation of non current assets – land and building. The revaluation surplus was transferred to the Asset Revaluation Reserve.

(l) Trade and other payables

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

(m) Comparative information

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

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

(n) Accounting Judgements and Estimates

When preparing the financial statements, the Committee of Management undertakes a number of judgements, estimates and assumptions about recognition and measurement of assets, liabilities, income and expenses. These judgements may differ from the actual figures. The procedures taken by the Committee of Management are listed hereunder.

Impairment

An impairment loss is recognised if the amount by which the asset's or cash generating item's carrying amount exceeds its recoverable amount. To determine the recoverable amount, the Committee of Management estimates future cash flows from each cash-generating item and uses a suitable interest rate to calculate the present value of those cash flows. In the process of accessing the future cash flows, the Committee of Management makes assumptions about future operating results. These assumptions relate to future events and circumstances. The final outcomes may differ and may cause significant adjustments to the Federation within the next financial year. In most cases, determining the applicable discount rate involves estimating the appropriate adjustment to market risk and the appropriate adjustment asset specific risk factors. No impairment losses have been recorded in the financial year just ended.

Useful Lives of Depreciable Assets

The Committee of Management reviews the useful lives and the asset's residual values. Adjustments are made if appropriate at each reporting date.

Provisions

The Federation currently provides for long service leave and annual leave. Estimates are made based on their terms of employment and the length of service. Provisions are calculated with reference to their current salary rate.

(o) Fair Value Measurement of Assets and Liabilities

The Federation measures its assets and liabilities at fair value on either a recurring or non-recurring basis.

Fair value is the price the Federation would receive to sell an asset or would have to pay to transfer a liability in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing 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. Adjustment 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 2017

(o) Fair Value Measurement of Assets and Liabilities (continued)

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

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 or sell it to another market participant that would put the asset in its highest and best use.

The fair value of liabilities and the entity's own equity instruments (excluding those related to share-based payment arrangements) may be valued where there is no observable market price in relation to the transfer of such financial instruments by reference to observable market information where such instruments are held as assets. Where this information is not available, other valuation techniques are adopted and where significant are detailed in the respective note to the Financial Statements.

(p) New Australian Accounting Standards

Adoption of new Australian Accounting Standards Requirements.

No accounting standard has been adopted earlier than the application date stated in the standard.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

2. INFORMATION TO BE PROVIDED TO MEMBERS OR GENERAL MANAGER

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

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

		<u>2017</u>	<u>2016</u>
<u>3.</u>	Cash on Hand		
	Petty Cash	\$ -	\$ 15
<u>4.</u>	Other Receivables		
	Various Outgoing Receivables	9,034	3,377
	Receivables from another reporting unit	-	-
		\$ 9,034	\$ 3,377
<u>5.</u>	Property at Independent Valuation 21 Murray Crescent Griffith ACT		
	Settled on 24.1.2003 – cost	996,249	996,249
	Year to Date Valuation Increment by Independent		
	Valuer Herron Todd White on 17.3.2016	503,751	503,751
		\$ 1,500,000	\$ 1,500,000
	Land and Building		
	Carrying amount at the beginning of the year	1,500,000	1,150,000
	Valuation Increment	-	350,000
	Carrying amount at the end of the year	\$ 1,500,000	\$ 1,500,000

		<u>2017</u>	<u>2016</u>
6.	Plant, equipment and furniture		
	Carrying amount at the beginning of the year Additions	20,951	26,029
	Depreciation	(4,958)	(5,078)
	Write off	-	-
	Carrying amount at the end of the year	\$ 15,993	\$ 20,951
7. 1	Motor vehicle		
	Carrying amount at the beginning of the year	33,041	39,649
	Additions	48,379	-
	Proceeds from sale	(24,545)	-
	Loss from sale	(6,294)	-
	Depreciation	(7,039)	(6,608)
	Carrying amount at the end of the year	\$ 43,542	\$ 33,041
<u>8.</u>	Creditors and accruals		
	Audit & accounting fees	27,500	28,050
	Various expenses	9,709	34,905
		\$ 37,209	\$ 62,955
9	Provision for Annual Leave		
<u>).</u>	Balance as at 1.7.2016	22,177	27,864
	Add additional provision for the year	37,477	21,117
	Add additional provision for the year		······
	I ass used during the man	59,654	48,981
	Less paid during the year	\$ 32,581	26,804
	Balance as at 30.6.2017	\$ 27,073	\$ 22,177
<u>10.</u>	Provision for Long Service Leave		
	Balance as at 1.7.2016	127,438	129,620
	Add additional provision for the year	16,661	-
		144,049	129,620
	Less paid during the year	-	2,182
	Balance as at 30.6.2017	\$ 144,049	\$ 127,438
<u>11.</u>	Provision for Separation & Redundancy		
	Balance as at 1.7.2016	\$ -	\$ -
	Balance as at 30.6.2017	\$ -	\$ -
	No payment for separation or redundancy during the year.		

	<u>2017</u>	<u>2016</u>
<u>12. Other payables</u>		
PAYG re staff wages due to ATO	9,786	8,796
GST due to ATO	10,895	5,632
Superannuation	507	8,007
Consideration to employers for payroll:		
Deductions	-	-
Legal costs	-	-
Payables to another reporting unit		
	\$ 21,188	\$ 22,435
13. Affiliation Fees Received		
Australian Federal Police Association	73,926	67,645
Police Association of NSW	293,454	273,255
Police Association of NZ	23,158	23,147
Police Association of SA	84,996	77,384
Police Association of TAS	21,510	19,544
Police Association NT	25,398	22,878
QLD Police Union	208,710	188,426
Police Association of VIC	261,234	237,352
WA Police Union	113,796	100,593
	\$ 1,106,182	\$ 1,010,224
14. Capital Fees Received		
Capitation fees received from		•
other reporting units	<u>\$ </u>	\$ -
15. Membership Fees Received		
The Police Federation of Australia		
does not receive any membership		
fees from members.	\$ -	\$ -
16. Interest Received		
Police Bank	\$ 1,373	\$ 1,376

	<u>2017</u>	<u>2016</u>
17. Trust Distribution Received		
ACTU John Curtin House Trust	-	11,249
ACTU Building Canberra Trust	-	6,005
	\$ -	\$ 17,254
18. Auditor's remuneration		
Audit fees	9,000	9,000
Other services	16,000	16,500
	\$ 25,000	\$ 25,500
19. ACTU Affiliation Fees		
Normal affiliation fee	\$ -	\$ 15,685
Affiliation with ACTU ceased – 2016		
20. Delegation Expenses		
Awards and Agreements	27,000	-
Media Consultancy fees	2,121	25,878
Conference expenses	14,201	52,724
Executive expenses	97,497	66,123
IPC	20,133	33,339
WAC	29,498	6,264
ANZCOPP	20,846	53,354
Federal Council	55,032	29,801
	\$ 266,328	\$ 267,483
Delegates are not paid any fees or allowances to attend conferences or executive meetings		
21. Depreciation		
Plant, Equipment & Furniture	4,958	5,078
Motor Vehicle	7,039	6,608
	\$ 11,997	\$ 11,686

	<u>2017</u>	<u>2016</u>
22. General Office Expenses		
Filing fees	418	301
Printing, stationery & postage	12,692	12,383
Sundry office	19,686	17,290
Promotional Merchandise	1,173	2,044
Police Super Administration Fee	2,293	2,155
	\$ 36,262	\$ 34,173
23. Grants and Donations		
Sydney University Grant	\$ 1,000	\$ 1,000
24. Legal Fees		
Litigation expenses	-	-
Other legal matters	34,806	9,991
	\$ 34,806	\$ 9,991
25. Loss From Disposal of Asset		
Loss on sale of Motor Vehicle	\$ 6,293	\$ -
26. National Police Foundation Expenses		
Executive expenses	\$ 3,286	\$ 6,629
27. Property Expenses		
Cleaning & waste disposals	4,783	5,677
Council rates	34,675	32,852
Insurance	6,502	7,295
Security	1,495	982
Light & power	5,346	3,581
Repairs, maintenance & partitions	21,460	10,150
Water rates	1,724	1,702
	\$ 75,985	\$ 62,239

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

Employoog Donofita	<u>2017</u>	<u>201</u>
Employees Benefits		
Employees benefit to holders of office		
Wage and salary Annual leave paid to employees	-	
	-	
Annual leave provision Long service leave paid	-	
Long service leave paid	-	
Superannuation	-	
Employees benefit to employees (other		
than holders of office)		
Wage and salary	440,879	319,722
Annual leave paid to employees (see note 9)	32,581	26,804
Annual leave provision (see note 9)	37,477	21,11
Long service leave paid	-	2,182
Long service leave provision (see note 10)	16,661	
Superannuation	69,208	91,43
Employee Provision		
Office Holders		
Annual Leave	-	
Long Service Leave	-	
Separations and Redundancies	-	
Other	-	
Total Holders of Office	-	
Employees other than Office Holders		
Annual Leave	27,073	22,17
Long Service Leave	144,049	127,438
Separations and Redundancies	-	
Other		
Total other than Office Holders	\$ 171,122	\$ 149,61
Total Employee Provisions	\$ 171,122	\$ 149,61

does not have paid Office Holders

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

30. EVENTS AFTER THE BALANCE DATE

Since the end of the financial year, there are no known events financial or otherwise that would impact materially on the financial statements of the entity as at 30th June 2017.

31. CONTINGENT LIABILITIES

The Committee of management is not aware of any contingent liabilities during the year.

32. RELATED PARTIES TRANSACTIONS

There are no related parties transactions during the year.

33. FINANCIAL RISK MANAGEMENT

a) General Objectives, Policies and Processes

This note describes the Federation's objectives, policies and processes in managing those risks. The material financial instruments are:

- i. Cash at Bank
- ii. Receivables
- iii. Trade Creditors and Accruals
- iv. Other Payables

There have been no substantive changes in the Federation's exposure to financial instrument risk, its objectives, policies and processes for managing those risks or the methods used to measure them from previous periods until otherwise stated in this note.

The Federation does not have any derivative instruments and does not speculate in any types of financial instruments.

The activities of The Federation expose it primarily to the financial risk, associated with its financial instruments, of market risk relating to interest rate risk and other price risk, credit risk and liquidity risk. The Committee of Management is responsible for the monitoring and managing the financial risks of the Federation. These risks are monitored by quarterly meeting by the Committee of Management where management accounts are presented and analysed. Any issues of concern are discussed. Actions are taken and changes are made and implemented.

Market Risk

The risk exposure in relation to interest rate changes on financial assets and financial liabilities recognised at the end of the reporting period is minimal. The financial instruments that exposure the Federation to interest rate risk are limited to Cash at Bank.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

33. FINANCIAL RISK MANAGEMENT (continued)

Price Risk

The Federation is not exposed to price risk in relation to the risk that the fair value or future cash flows of a financial instrument may fluctuate because of changes in market prices of securities held as the Federation has no direct or indirect investments in such securities.

Credit Risk

Credit risk is the risk relating to financial assets from the contracting entity not able to fulfil its obligations to repay the Federation and thus causing the Federation to make a financial loss. Credit risk of the Federation is minimal as receivables are always paid on time.

Liquidity Risk

Liquidity risk is the risk that the Federation will not be able to meet its financial obligations as they fall due. The Federation manages liquidity risk by maintaining adequate cash reserves by monitoring forecast budget cash flows which reflect Committee of Management's expectations of the settlement of its financial liabilities.

Fair Value Financial Instruments

The carrying amounts of financial assets and liabilities approximate their fair value.

34. FAIR VALUE HIERARCHY

The Police Federation of Australia uses various methods in estimating the fair value of a financial instrument by level of the fair value hierarchy which categorises fair value measurements into one of three possible levels.

- Level 1 The fair value is calculated using quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.
- Level 2 The fair value is estimated using inputs other than quoted prices included in Level 1 that are observable for the asset or liability either directly (as prices) or indirectly (derived from prices).
- Level 3 The fair value is estimated using inputs for the asset or liability that are not based on observable market data.

	2017			2016				
	Level 1	Level 2	Level 3	Total	Level 1	Level 2	Level 3	Total
Financial Assets								
Cash	209,165	-	-	209,165	214,947	-	-	214,947
Receivables	-	9,034	-	9,034	-	3,377	-	3,377
	209,165	9,034	-	218,199	214,947	3,377		218,324

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

34. FAIR VALUE HIERARCHY (continued)

	2017				2016			
	Level 1	Level 2	Level 3	Total	Level 1	Level 2	Level 3	Total
Non-Financial Assets								
Property	-	1,500,000	-	1,500,000	-	1,500,000	-	1,500,000
Plant & Equipment	-	15,993	-	15,993	-	20,951	-	20,951
Motor Vehicles	-	43,542	-	43,542	-	33,041	-	33,041
	-	1,559,535	-	1,559,535	-	1,553,992	-	1,553,992

Property – This is based on an independent valuation completed on the 17th of March, 2016.

Plant, Equipment & Furniture, and Motor Vehicle))	Valuation tec Using cost me					
	2017				2016			
	Level 1	Level 2	Level 3	Total	Level 1	Level 2	Level 3	Total
Financial Liabilities								
Borrowings	-	-	-	-	-	-	-	-
Payables	-	58,397	-	58,397	-	85,390	-	85,390
	-	58,397	-	58,397	-	85,390	-	85,390

Payables – All payables are expected to be settled within 3 months.

There were no transfers between Level 1 and Level 2 during the year.

35. OTHER INFORMATION

i) Going Concern

The Federation's ability to continue as a going concern is not reliant on financial support from another reporting unit.

ii) Financial Support

No financial support has been provided to another reporting unit to ensure that it continues as a going concern.

iii) Acquisition of Assets and Liabilities Under Specific Sections

The Federation did not acquire any asset or liability during the financial year as a result of:

- a) An amalgamation under Part 2 of Chapter 3 of the ROACT
- b) A restructure of other entities
- c) A determination by the General Manager under s245(1) of the ROACT
- d) A revocation by the General Manager under s249(1) of the ROACT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2017

iv) Cash Flow to/from Another Reporting Unit and/or Controlling Entity

Australian Federal Police Association	2017 81,318 81,318	2016 74,410 74,410
Other than the Australian Federal Police Association, there are no other branches that are reporting units.		
28. Key Management Personnel for the Reporting Period	<u>2017</u>	<u>2016</u>
Short term employee benefits	452.024	224.070
Salary package including annual leave taken	452,024	324,978
Annual leave accrued Performance Bonus	27,073	22,177
Total short term employee benefits	\$ 540,203	\$ 347,155
Total short term employee benefits	\$ 540,205	φ 347,133
Post employment benefits		
Superannuation	\$ 61,106	\$ 54,394
•		
Other long term benefits		
Long service leave	\$ 144,049	\$ 127,438
	<u>2017</u>	<u>2016</u>
28. Grants or Donations		
Grants	1.000	1.000
Total paid that were \$1,000 or less – Sydney University	1,000	1,000
Total paid that exceeded \$1,000		- <u>-</u>
	\$ 1,000	\$ 1,000
Donations		
Total paid that were \$1,000 or less Total paid that exceeded \$1,000	-	-
i otal palu mai exceducu \$1,000	-	-

\$

-

\$ -