



Australian Government
Registered Organisations Commission

31 August 2018

Mr Ian Leavers
Branch President
Police Federation of Australia - Queensland Police Branch
PO BOX 13008
George Street, Brisbane, QLD 4003

By email: pfaqlld@gpu.asn.au

Dear Mr Leavers

Section 269 application for certificate stating financial affairs of reporting unit are encompassed by financial affairs of associated State body for year ended 31 December 2017 (FR2017/374)

I refer to the application lodged pursuant to section 269 of the *Fair Work (Registered Organisations) Act 2009* in respect of the Police Federation of Australia - Queensland Police Branch for the financial year ended 31 December 2017. The application was lodged with the Registered Organisations Commission on 13 July 2018.

I have granted the application. The certificate is attached.

I note the Operating Report although signed was not dated. Please ensure in future years that the Operating Report for the reporting unit includes the date that this document was signed.

If you wish to discuss this matter, please contact David Vale on (02) 8293 4654 or by email at david.vale@roc.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Chris Enright', is written over a faint circular stamp.

Chris Enright
Executive Director
Registered Organisations Commission



CERTIFICATE

Fair Work (Registered Organisations) Act 2009

s.269(2)(a)—Reporting unit's financial affairs encompassed by associated State body

Police Federation of Australia - Queensland Police Branch
(FR2017/374)

MR ENRIGHT

MELBOURNE, 31 AUGUST 2018

Reporting unit's financial affairs encompassed by associated State body

[1] On 13 July 2018 an application was made under s.269(2)(a) of the *Fair Work (Registered Organisations) Act 2009* (the Act) by the Police Federation of Australia - Queensland Police Branch (the reporting unit) for a certificate stating that the financial affairs of the reporting unit are encompassed by the financial affairs of the Queensland Police Union of Employees (the Association), an associated State body, in respect of the financial year ending 31 December 2017.

[2] On 13 July 2018, the reporting unit lodged a copy of the audited accounts of the Association with the Registered Organisations Commission.

[3] I am satisfied that the Association:

- is registered under the *Industrial Relations Act 2016 (Qld)*, a prescribed State Act; and
- is, or purports to be, composed of substantially the same members as the reporting unit; and
- has, or purports to have, officers who are substantially the same as designated officers in relation to the reporting unit; and
- is an associated State body.

[4] I am further satisfied that:

- the Association has in accordance with prescribed State legislation, prepared accounts, had those accounts audited, provided a copy of the audited accounts to its members and lodged the accounts with the relevant State authority;
- any members of the reporting unit who are not also members of the Association have been provided with copies of the accounts at substantially the same time as the members of the reporting unit who are members of the Association; and
- a report under s.254 of the Act has been prepared in respect of those activities of the reporting unit and has been provided to the members of the reporting unit with copies of the accounts.

[5] I am satisfied that the financial affairs of the reporting unit in respect of the financial year ending 31 December 2017, are encompassed by the financial affairs of the Association and I certify accordingly under s.269(2)(a) of the Act.



DELEGATE OF THE COMMISSIONER

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**Police Federation
of Australia**
The National Voice of Policing

Ian Leavers
Branch President
Queensland Police Branch
PO Box 13008
George Street
Brisbane QLD 4003

Telephone: 07 3259 1900
Facsimile: 07 3259 1994
Email: pfaql@qpu.asn.au

13 July 2018

The Commissioner
Registered Organisations Commission
GPO Box 2983
Melbourne VIC 3001

By email: regorgs@roc.gov.au

Dear Commissioner,

RE: APPLICATION PURSUANT TO SECTION 269 OF THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

The Police Federation of Australia, Queensland Police Branch ('the **reporting unit**') makes application, pursuant to section 269 of *Fair Work (Registered Organisations) Act 2009* (Cth) ('the **Act**'), as follows:

RELIEF SOUGHT

- A. That the Commissioner issues a certificate stating that the financial affairs of the reporting unit are encompassed by the financial affairs of the associated State body.
- B. That the reporting unit is taken to have satisfied Part 3 of Chapter 8 of the Act.

GROUNDS AND REASONS

1. The Queensland Police Union of Employees ('the **associated state body**') is registered as an industrial organisation under the *Industrial Relations Act 2016* (Qld).
2. Marked and annexed as '**Schedule 1**' is a copy of the certificate of registration of the associated State body.
3. The associated State body is composed of substantially the same members as the reporting unit.

4. Marked and annexed as '**Schedule 2**' is a copy of a decision of the Queensland Industrial Relations Commission with respect to an application for exemption from election in the associated State body on the basis of, *inter alia*, the associated State body having substantially the same members as the reporting unit.
5. The associated State body has officers who are substantially the same as designated officers in relation to the reporting unit.
6. Marked and annexed as '**Schedule 3**' is a copy of the register of officers of the associated State body.
7. The reporting unit is taken to have satisfied Part 3 of Chapter 8 of the Act on the following basis:
 - (a) the associated State body has, in accordance with the *Industrial Relations Act 2016* (Qld), prepared accounts, had those accounts audited, provided a copy of the audited accounts to its members, and lodged the audited accounts with the relevant State authority;
 - (b) the reporting unit, by this application, has lodged a copy of the audited accounts of the state Associated body with the Registered Organisations Commission;
 - (c) there are no members of the reporting unit that are not members of the associated State body;
 - (d) the members of the reporting unit received a copy of the audited accounts of the state Associated body at the same time as the members of the state Associated body;
 - (e) a report under section 254 of the Act has been prepared by the reporting unit ('**the operating report**'); and
 - (f) all members of the reporting unit have been provided with a copy of the operating report by publication on the reporting unit and associated State body's website.
8. Marked and annexed as '**Schedule 4**' is a copy of the audited accounts of the associated state body.
9. Marked and annexed as '**Schedule 5**' is a copy of the operating report of the reporting unit.

Yours faithfully



IAN LEAVERS
BRANCH PRESIDENT

APPLICATION PURSUANT TO SECTION 269 OF THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

Schedule 1 – Certificate of Registration of the Queensland Police Union of Employees

"The Industrial Arbitration Act of 1916."

**Certificate of Registration of an Industrial Association
or Trade Union of Employees as an Industrial Union.**

I,* JOHN JAMES McGEE, Industrial Registrar. hereby certify that on the twelfth day of June, one thousand nine hundred and seventeen, an Industrial Association [*or* Trade Union] of Employees, called Queensland Police "Union of Employees" was, at Brisbane, in the State of Queensland, registered by that name under "*The Industrial Arbitration Act of 1916*" as an Industrial Union of Employees.

Dated at Brisbane, in the State of Queensland, this twelfth day of June, 1917.

*Title altered on 5 October, 2007 to Queensland Police Union of Employees

(Sgd.) JOHN J. McGEE,
Industrial Registrar.

I HEREBY CERTIFY that this is a true and correct copy of the Certificate of Registration of the Queensland Police Union of Employees which was registered as an Industrial Union of Employees on the twelfth day of June, 1917 under the title Queensland Police "Union of Employees" and whose title was altered to Queensland Police Union of Employees on the fifth day of October, 2007 and whose registration is continued under the Industrial Relations Act 1999.

Dated at Brisbane this eleventh day of July 2013.



APPLICATION PURSUANT TO SECTION 269 OF THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

Schedule 2 – RIO/2017/133 – Decision in *Application for Exemption from Holding an Election*



Industrial Registry
Industrial Court of Queensland and Queensland Industrial Relations Commission

Mr Ian Leavers
General President
Queensland Police Union of Employees
PO Box 13008
George Street
BRISBANE Q 4003

Dear Mr Leavers

Re: Application for exemption from holding an election [Matter no. RIC/2017/133]

I refer to an application filed in the Industrial Registry on 21 November 2017 by the Queensland Police Union of Employees [QPU] for exemption under section 802 of the *Industrial Relations Act 2016* from holding an election for stated offices.

It is noted that no objections to the application have been lodged in the Registry.

QPU is an employee organisation registered under the *Industrial Relations Act 2016*. Police Federation of Australia is an employee organisation registered under the *Fair Work (Registered Organisations) Act 2009* [C'wealth]. I have perused the affidavit of Ian Leavers and the rules of each of the organisations and am satisfied that the Queensland Police Branch of the Police Federation of Australia is a counterpart federal body of QPU within the meaning of section 597 of the *Industrial Relations Act 2016*.

Being satisfied as required by section 802(2) of the *Industrial Relations Act 2016*, on 23 November 2017 I granted QPU Queensland exemption from holding an election for the following stated offices, in accordance with the Australian Electoral Commission election results declared for election numbered E2017/140 on 31 August 2017.

Office	Number of Positions
Vice-President.....	1
Treasurer.....	1
Assistant Treasurer.....	2

The officers are to take up office in accordance with the rules of the Queensland Police Union of Employees.

Yours sincerely

M Shelley
Deputy Industrial Registrar
23 November 2017

APPLICATION PURSUANT TO SECTION 269 OF THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

Schedule 3 –Register of Officers of the Queensland Police Union of Employees

INDUSTRIAL REGISTRY

13 APR 2018

QUEENSLAND



QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

NUMBER: RIO/2018/59

Form 66 - Register of Officers of an [Employer] [Employee] Organisation

Version 2

Name of organisation Queensland Police Union of Employees

Postal address 217 North Quay

Suburb/Town Brisbane **Postcode** 4000

Phone number 3259 1900 **Fax number** 3259 1994

Mobile number [REDACTED]

Email address jleavers@qpu.asn.au

Name of officer (in full)	Title of office (see end note 3)	Last date of election declaration or appointment	Residential Address	Date person ceased to be an officer (see end note 4)
SRE ATTACHED				

I certify that the above is a full and true list of the officers of the above-named [employer] [employee] organization as at 5 / 4 / 2018 and all such officers are over the age of 18 years.

Dated at: Brisbane **Dated on:** 5th April 2018

Signature: [Handwritten Signature]

Print Name: Ian J Leavers

Position held: General President

Name of Officer	Title of Office	Last date of election declaration or appointment	Residential Address	Date person ceased to be an Officer
Ian John Leavers	General President	26.02.2015	[REDACTED]	
Marlin Derek Bristow	Executive Member Far Northern Region	28.06.2017	[REDACTED]	
Peter John Thomas	Executive Member Northern Region	18.08.2015	[REDACTED]	
Peter John Thomas	Assistant Treasurer	22.07.2015	[REDACTED]	26.07.2017
Peter John Thomas	Treasurer	26.07.2017	[REDACTED]	
William Patrick Feldman	Executive Member Central Region	01.07.2015	[REDACTED]	28.06.2017
Grant Stanley Wilcox	Executive Member North Coast Region	28.06.2017	[REDACTED]	
Grant Stanley Wilcox	Treasurer	22.07.2015	[REDACTED]	26.07.2017
Grant Stanley Wilcox	Assistant Treasurer	26.07.2017	[REDACTED]	
Chris Proudlock	Executive Member Southern Region	30.12.2014	[REDACTED]	28.06.2017
Phil Notaro	Executive Member South East Region	18.08.2015	[REDACTED]	
Shayne Robert Maxwell	Executive Member Metro North Region	28.06.2017	[REDACTED]	
Shayne Robert Maxwell	Vice President	26.07.2017	[REDACTED]	
Anthony Paul Collins	Executive Member Metro South Region	18.08.2015	[REDACTED]	
Anthony Paul Collins	Assistant Treasurer	26.07.2017	[REDACTED]	
Michael Francis Kelly	Executive Member HQ & Support Region	01.07.2015	[REDACTED]	28.06.2017
Michael Francis Kelly	Assistant Treasurer	22.07.2015	[REDACTED]	28.06.2017
Kevin John Groth	Executive Member Central Region	28.06.2017	[REDACTED]	
Colin Mark Muller	Executive Member Southern Region	28.06.2017	[REDACTED]	

OFFICIAL RECORD
 OF THE
 INDUSTRIAL EMPLOYERS' ASSOCIATION
 OF QUEENSLAND

INDUSTRIAL EMPLOYERS' ASSOCIATION
 13 APR 2018

Stuart Allan Prior	Executive Member HQ & Support Region	28.06.2017	[REDACTED]
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INDUSTRIAL REGISTRAR
13 APR 2018
QUEENSLAND

APPLICATION PURSUANT TO SECTION 269 OF THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

Schedule 4 – Financial Reports of the Queensland Police Union of Employees

STATUTORY DECLARATION


QUEENSLAND
TO WIT

I, **Ian Leavers** c/- 217 North Quay, Brisbane City in the State of Queensland do solemnly and sincerely declare that:

1. I am the General President of the Queensland Police Union of Employees ('the **QPUE**').
2. As the General President of the QPUE I am the designated officer.
3. The documents lodged with the Industrial Registry at the Queensland Industrial Relations Commission are copies of the documents that have been:
 - (a) provided to members of the QPUE under section 778; and
 - (b) presented to the QPUE Conference under section 782.
4. I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1867 to 1981.

Taken and Declared before me, at North Quay.

This 13th day of July 2018.



JUSTICE OF THE PEACE/SOLICITOR/
COMMISSIONER FOR DECLARATIONS



DECLARANT

QUEENSLAND POLICE UNION OF EMPLOYEES ACCOUNTING OFFICER CERTIFICATE

I, the undersigned, being the Finance Officer and overseeing the keeping of the accounting records of the above named Union, hereby certify that as at 31 December 2017, the number of members of the Queensland Police Union of Employees was 11,560 (11,480 financial, 80 non-financial) and that:

In my opinion:

- (i) the accounts show a true and fair view of the financial affairs of the Queensland Police Union of Employees as at the end of the financial year; and
- (ii) a record has been kept of all monies paid by, or collected from, members of the Queensland Police Union of Employees, and all monies so paid or collected have been credited to the bank account or accounts to which those monies are to be credited, in accordance with the rules of the Queensland Police Union of Employees; and
- (iii) before any expenditure was incurred by the Queensland Police Union of Employees, approval of the incurring of the expenditure was obtained in accordance with the rules of the Queensland Police Union of Employees; and
- (iv) the register of members of the Queensland Police Union of Employees was kept under the Act; and
- (v) all loans or other financial benefits the organisation gave to its employees or officers were made in accordance with the rules of the Queensland Police Union of Employees; and
- (vi) there were no payments made from special accounts



.....
Alex Kulakowski FCPA – Fellow Certified Practising Accountant

**QUEENSLAND POLICE UNION OF EMPLOYEES
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

QUEENSLAND POLICE UNION OF EMPLOYEES
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2017

	Note	2017 \$	2016 \$
REVENUE AND OTHER INCOME			
Legal Defence Fund		2,562,245	2,162,221
Benevolent Fund		240,888	154,584
General Fund		9,110,238	8,810,193
	2	11,913,371	11,126,998
EXPENSES			
Legal Defence Fund		(2,452,376)	(2,162,221)
Benevolent Fund		(240,888)	(154,584)
General Fund		(6,522,219)	(5,991,020)
		(9,215,483)	(8,307,825)
Profit/(loss) before income tax expense		2,697,888	2,819,173
Income tax expense	1a	-	-
Profit/(loss) attributable to members of the entity		2,697,888	2,819,173
OTHER COMPREHENSIVE INCOME			
<i>Items that will not be reclassified to profit or loss:</i>			
Change in fair value of land and buildings		878,940	(40,000)
Total Comprehensive Income of the Union		3,576,826	2,779,173

The above financial statements should be read in conjunction with the accompanying notes

**QUEENSLAND POLICE UNION OF EMPLOYEES
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2017**

	Note	2017 \$	2016 \$
LEGAL DEFENCE FUND			
REVENUE AND OTHER INCOME			
Legal Defence Reimbursements	2	109,869	126,751
From General Dues		2,452,377	2,035,470
		<u>2,562,246</u>	<u>2,162,221</u>
EXPENDITURE			
Legal Defence Payments		2,024,443	1,483,406
Staff Costs		300,875	417,647
Other Costs		127,058	261,168
		<u>2,452,376</u>	<u>2,162,221</u>
NET PROFIT ATTRIBUTABLE TO MEMBERS		<u>109,869</u>	-
OTHER COMPREHENSIVE INCOME		-	-
TOTAL COMPREHENSIVE INCOME		<u>109,869</u>	-
BENEVOLENT FUND			
REVENUE AND OTHER INCOME			
From General Dues		240,888	154,584
		<u>240,888</u>	<u>154,584</u>
EXPENDITURE			
Benefits and Other Payments		30,888	22,584
Mortality Benefits		210,000	132,000
		<u>240,888</u>	<u>154,584</u>
NET PROFIT / (LOSS) ATTRIBUTABLE TO MEMBERS		-	-
OTHER COMPREHENSIVE INCOME		-	-
TOTAL COMPREHENSIVE INCOME		-	-

The above financial statements should be read in conjunction with the accompanying notes

QUEENSLAND POLICE UNION OF EMPLOYEES
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2017

GENERAL FUND	Note	2017	2016
		\$	\$
REVENUE AND OTHER INCOME			
Subscriptions		6,733,984	7,017,037
Investment Income		1,123,692	1,132,839
Journal Advertising Sales		35,354	55,627
Other Member Services		113,238	154,648
Fair Value Movement of financial assets	2	923,970	435,042
Fair Value Movement of investment properties	2	180,000	15,000
		<u>9,110,238</u>	<u>8,810,193</u>
EXPENDITURE			
Affiliation Costs		291,850	235,695
Communication Costs		71,747	84,178
Financial Reporting Costs		37,563	36,984
Industrial Representation		641,787	574,181
Investment Expenses		316,614	296,434
Loss on Disposal of financial assets		5,127	9,435
Journal Publication Costs		206,320	265,198
Member Services		73,628	102,230
Membership Records & Costs		83,701	76,205
Other Operational Costs		301,409	281,375
Property Costs		402,378	312,335
Public Relations Costs		756,341	564,088
Representation - Branches, Executive & Full Time Officials		2,040,252	1,683,971
Staff Costs		1,250,227	1,456,982
Training of Members		43,275	11,729
		<u>6,522,219</u>	<u>5,991,020</u>
NET PROFIT ATTRIBUTABLE TO MEMBERS		<u>2,588,019</u>	<u>2,819,173</u>
OTHER COMPREHENSIVE INCOME			
<i>Items that will not be reclassified to profit or loss:</i>			
Change in fair value of land and buildings		878,940	(40,000)
TOTAL COMPREHENSIVE INCOME		<u>3,466,959</u>	<u>2,779,173</u>

The above financial statements should be read in conjunction with the accompanying notes

**QUEENSLAND POLICE UNION OF EMPLOYEES
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2017**

	Note	2017	2016
CURRENT ASSETS		\$	\$
Cash and cash equivalents	4	3,036,760	4,877,423
Trade and other receivables	7	59,315	86,089
Financial assets at fair value through profit or loss	5	17,876,585	13,448,592
Other assets	8	131,082	258,500
TOTAL CURRENT ASSETS		21,103,742	18,670,604
NON CURRENT ASSETS			
Investment properties	6	4,835,000	4,655,000
Property, plant and equipment	9	5,594,168	4,496,129
TOTAL NON CURRENT ASSETS		10,429,168	9,151,129
TOTAL ASSETS		31,532,910	27,821,733
CURRENT LIABILITIES			
Trade and other payables	10	1,079,305	1,065,676
Provisions	11	506,124	364,707
Other liabilities	12	322,383	312,933
TOTAL CURRENT LIABILITIES		1,907,812	1,743,316
NON CURRENT LIABILITIES			
Provisions	11	160,494	190,641
TOTAL NON CURRENT LIABILITIES		160,494	190,641
TOTAL LIABILITIES		2,068,306	1,933,957
NET ASSETS		29,464,604	25,887,776
MEMBERS' FUNDS			
Retained earnings	14	24,992,444	22,294,556
Asset revaluation reserve	15	4,472,160	3,593,220
TOTAL MEMBERS' FUNDS		29,464,604	25,887,776

The above financial statements should be read in conjunction with the accompanying notes

**QUEENSLAND POLICE UNION OF EMPLOYEES
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2017**

	Note	2017 \$	2016 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from members		10,445,087	10,045,280
Receipts for legal defence		109,869	126,751
Receipts from other income		119,716	721,671
Payments to suppliers, members and employees		(9,727,385)	(9,518,800)
Dividends received		615,864	578,655
Interest received		124,848	141,311
Rent received		342,533	363,180
NET CASH PROVIDED BY OPERATING ACTIVITIES	18b	2,030,533	2,458,048
CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from sale of financial assets		4,573,496	1,179,015
Payments for financial assets		(8,042,199)	(2,039,775)
Purchase of property, plant & equipment		(412,493)	(179,696)
Proceeds from sales of property, plant & equipment		10,000	45,500
NET CASH USED IN INVESTING ACTIVITIES		(3,871,304)	(994,956)
Net increase/(decrease) in cash and cash equivalents		(1,840,663)	1,463,092
Cash and cash equivalents at beginning of period		4,877,423	3,414,331
CASH AND CASH EQUIVALENTS AT END OF PERIOD	18a	3,036,760	4,877,423

The above financial statements should be read in conjunction with the accompanying notes

**QUEENSLAND POLICE UNION OF EMPLOYEES
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 DECEMBER 2017**

	Retained Earnings	Asset Revaluation Reserve	TOTAL
At 31 December 2015	19,475,383	3,633,220	23,108,603
Profit for the year	2,819,173	-	2,819,173
Other comprehensive income	-	(40,000)	(40,000)
Total comprehensive income for the year	2,819,173	(40,000)	2,779,173
At 31 December 2016	22,294,556	3,593,220	25,887,776
Profit for the year	2,697,888	-	2,697,888
Other comprehensive income	-	878,940	878,940
Total comprehensive income for the year	2,697,888	878,940	3,576,828
At 31 December 2017	24,992,444	4,472,160	29,464,604

The above financial statements should be read in conjunction with the accompanying notes

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations adopted by the Australian Accounting Standards Board (“AASB”) and the requirements of the *Industrial Relations Act 2016*. The financial statements also comply with International Financial Reporting Standards (IFRS) as issued by the International Accounting Standards Board.

The financial statements of the Queensland Police Union of Employees for the year ended 31 December 2017 were authorised for issue in accordance with a resolution from the Committee of Management on the 18th of April 2018 and covers the Queensland Police Union of Employees as an individual entity.

The Queensland Police Union of Employees is a not-for-profit entity for the purposes of preparing these financial statements. The Queensland Police Union of Employees is a union in Queensland under the *Industrial Relations Act 2016*. The registered office and principal place of business of the Union is 217 North Quay, Brisbane, QLD 4000.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs, except for investment properties, land and buildings and financial assets at fair value through profit or loss that have been measured at fair value.

The following significant accounting policies have been adopted in the preparation of the financial statements. The accounting policies have been consistently applied, unless otherwise stated. During the year, the new reporting guidelines for the purposes of reporting under section 763 of *Industrial Relations Act 2016* (the Act) commenced on 1 March 2017 which prescribe disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the Act.

Accounting Policies

a) Income Tax

The income of the Union is exempt from income tax.

b) Property Plant and Equipment

Land and buildings are measured at fair value less accumulated depreciation. Any accumulated depreciation at revaluation date is eliminated against the gross carrying amount of the asset and the net amount is restated as the revalued amount of the asset. A revaluation surplus is credited to other comprehensive income (asset revaluation surplus) unless it reverses a revaluation decrease on the same asset previously recognised in profit or loss. A revaluation deficit is recognised in profit or loss unless it directly offsets a previous revaluation surplus on the same asset in the asset revaluation surplus. An annual transfer is made from the asset revaluation surplus to retained earnings for the depreciation charge recognised in profit or loss (net of tax) relating to the revaluation surplus. On disposal, any revaluation surplus relating to sold assets is transferred to retained earnings. Independent valuations are performed regularly to ensure that the carrying amounts of land and buildings does not differ materially from that of the fair value at the end of the reporting period.

All other plant and equipment is stated at historical cost, including costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management, less depreciation and any impairment.

Land is not depreciated. Depreciation on motor vehicles is calculated on a diminishing balance method at the rate detailed below. Depreciation on other assets is calculated on a straight-line basis

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

b) Property Plant and Equipment (cont'd)

over the estimated useful life, or in the case of leasehold improvements and certain leased plant and equipment, the shorter lease term, as follows:

Class of Property Plant and Equipment	Depreciation Rate
Buildings	4% Straight line
Plant and equipment & Furniture and Fittings	20 - 30% Straight line
Motor Vehicles	33% Diminishing balance
Office equipment and kitchen equipment	20 - 50% Straight line

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period.

Gains and losses on disposals are calculated as the difference between the net disposal proceeds and the asset's carrying amount and are included in profit or loss in the year that the item is derecognised.

c) Employee Entitlements

Short-term employee provisions

Provision is made for the Union's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

Other long-term employee provisions

Provision is made for employees' long service leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render their related service. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures, and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the re-measurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit or loss as part of employee benefits expense. The Union's obligations for long-term employee benefits are presented as non-current employee provisions in its statement of financial position, except where the company does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contributions are made by the union to an employee superannuation fund and are charged as expenses when incurred.

d) Cash and Cash Equivalents

For the purposes of the statement of cash flows, cash includes cash on hand and at call deposits with banks or financial institutions, investments in money market instruments maturing within less than three months and net of bank overdrafts.

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

e) Revenue

Subscription Revenue is recognised on a proportional basis depending on the membership period to which the income relates.

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

Dividend income is recognised when the Union has established that it has a right to receive a dividend.

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

f) Comparative Figures

Where required, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

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 Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown exclusive of GST.

h) Impairment of Assets

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

Where it is not possible to estimate the recoverable amount of an individual asset, the Union estimates the recoverable amount of the cash-generating unit to which the asset belongs. Where an impairment loss on a revalued asset is identified, this is recognised against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that class of asset.

i) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Union becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are recognised as expensed in profit or loss immediately. Purchases and sales of investments are recognised on trade date which is the date on which the Union commits to purchase or sell the asset.

Accounting policies for each category of investments and other financial assets subsequent to initial recognition are set out below.

Financial assets at fair value through profit and loss

Investments held for trading are measured at fair value with gains or losses recognised in profit or loss. A financial asset is classified as held-for-trading if acquired principally for the purpose of selling in the short term. Investments held for trading are classified as current assets in the statement of financial position.

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Union has the positive intention and ability to hold-to-maturity and are measured at amortised cost subsequent to initial recognition using the effective interest method. If the Union were to sell other than an insignificant amount of held-to-maturity investments, the whole category is then reclassified as available-for-sale.

Impairment

The Union assesses at the end of each reporting period whether there is any objective evidence that a financial asset or group of financial assets is impaired. Objective evidence includes observable data indicating that there is a measurable decrease in estimated future cash flows. Impairment losses are measured as the difference between the investment's carrying amount and the present value of the estimated future cash flows, excluding future credit losses that have not been incurred. The cash flows are discounted at the investment's original effective interest rate. Impairment losses are recognised in profit or loss.

j) Investment Properties

Investment properties held for rental are initially measured at cost including transaction costs. Subsequent to initial recognition, investment properties are carried at fair value, which is based on active market prices, adjusted if necessary, for any difference in the nature, location or condition of the specific asset. Fair value is determined based on an annual valuation performed by an accredited external, independent valuer, applying a valuation model appropriate for the investment property.

Transfers are made to or from investment property only when there is a change in use. For a transfer from investment property to owner-occupied property, the deemed cost for subsequent accounting is the fair value at the date of change in use. If owner-occupied property becomes an investment property, the Union accounts for such property in accordance with the policy stated under property, plant and equipment up to the date of change in use. Gains and losses arising from changes in fair values of investment properties are included in profit or loss as part of other income in the year in which they arise.

k) Trade and Other Payables

Trade payables and other payables represent liabilities for goods and services provided to the Union prior to the end of the financial year that are unpaid. These amounts are usually settled in 30 days. It also includes the amount of annual leave accrued by all employees as at the end of the financial year. The carrying amount of the creditors and payables is deemed to reflect fair value.

l) Income Received in Advance

All Union dues paid as at the end of the financial year that relate to future periods are accounted for as Income Received in Advance at the actual amounts paid.

m) Fair values

Fair values may be used for financial asset and liability measurement and well as for sundry disclosures. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. It is based on the presumption that the transaction takes place either in the principal market for the asset or liability or, in the absence of a principal market, in the most advantageous market. The principal or most advantageous market must be accessible to, or by, the Union.

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their best economic interest. The fair value measurement of a non-financial asset takes into account the market participant's ability to generate economic benefits by using the asset at its highest and best use or by selling it to another market participant that would use the asset at its highest and best use. In measuring fair value, the Union uses valuation techniques that maximise the use of observable inputs and minimise the use of unobservable inputs.

n) Critical Accounting Estimates and Judgements

The Committee of Management evaluate estimates and judgements 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 union.

(i) *Key estimates and assumptions - Fair value measurement of non-financial assets*

The Union requires the measurement of fair values, for both financial and non-financial assets and liabilities. The Union has an established control framework with respect to the measurement of fair values. Significant fair value measurements are overseen and reviewed regularly, including unobservable inputs and valuation adjustments. If third party information is used to measure fair values, the Union assesses the evidence obtained from the third parties to support the conclusion that such valuations meet the requirements of AASBs, including the level in the fair value hierarchy in which such valuations should be classified.

Any significant valuation issues are reviewed by the Union's Committee of Management.

When measuring the fair value of an asset or a liability, the Union uses market observable data as far as possible. Fair values are categorised into different levels in a fair value hierarchy based on the inputs used in the valuation techniques as follows.

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

If the inputs used to measure the fair value of an asset or a liability might be categorised in different levels of the fair value hierarchy, then the fair value measurement is categorised in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement. The Union recognises transfers between levels of the fair value hierarchy at the end of the reporting period during which the change has occurred.

Further information about the assumptions made in measuring fair values for investment properties are included in note 6 and land and buildings included in note 9.

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

o) New, revised or amended Accounting Standards and Interpretations adopted

The Union has adopted all of the new, revised or amending Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period. Any new, revised or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted. The adoption of these Accounting Standards and Interpretations did not have any significant impact on the financial performance or position of the Union.

p) Going Concern

The Union operates as a going concern, with funds from membership subscriptions.

Going Concern - financial support received

The Union's ability to continue as a going concern is not reliant on the agreed financial support of another reporting unit.

Going Concern - financial support provided

The Union has not agreed to provide support to ensure another reporting unit has the ability to continue as a going concern.

NOTE 2: REVENUE AND OTHER INCOME

	2017	2016
	\$	\$
REVENUE		
Subscriptions	9,427,248	9,207,092
Interest	124,848	141,311
Dividends	615,864	578,655
Legal Defence Reimbursements	109,869	126,751
Rental income from Investment Property	342,533	363,180
Journal Advertising Sales	35,355	55,627
Other Revenue	108,833	147,396
	<u>10,764,550</u>	<u>10,620,012</u>
OTHER INCOME		
Fair Value movement in financial assets	923,970	435,042
Fair value movement in investment property	180,000	15,000
Profit on disposal of financial assets	40,447	49,693
Profit on disposal of property, plant and equipment	4,404	7,251
	<u>1,148,821</u>	<u>506,986</u>
TOTAL REVENUE AND OTHER INCOME	<u>11,913,371</u>	<u>11,126,998</u>

NOTE 3: EXPENSES

	2017 \$	2016 \$
Profit/(loss) before income tax includes the following specific expenses:		
Depreciation on non-current assets		
Buildings	74,000	74,000
Plant and Equipment	1,468	-
Furniture and Fittings	5,680	4,212
Motor Vehicles	38,854	29,103
Office Equipment	67,796	30,977
Unit 344, Aurora Tower furniture	108	535
Total Depreciation on property, plant and equipment	<u>187,906</u>	<u>138,825</u>
	2017 \$	2016 \$
Auditing and Other Services	34,156	33,576
Loss on disposal of financial assets	5,127	9,435
Employee benefits expenses:		
Wages and Salaries	3,000,659	3,164,266
Superannuation	268,668	285,535
Other employee expenses	263,072	220,260
Total employee benefits expenses:	<u>3,532,399</u>	<u>3,670,061</u>

NOTE 4: CASH AND CASH EQUIVALENTS

	2017 \$	2016 \$
Cash at bank	3,035,660	4,876,323
Cash on hand	1,100	1,100
	<u>3,036,760</u>	<u>4,877,423</u>

NOTE 5: FINANCIAL ASSETS

	2017 \$	2016 \$
Financial assets at fair value through profit or loss:-		
Shares	11,094,128	9,731,112
Managed Funds	6,782,457	3,717,480
	<u>17,876,585</u>	<u>13,448,592</u>

As disclosed in Note 1 (i) the Union's financial assets at fair value through profit or loss are recorded at fair value. These instruments are included as Level 2 Financial Instruments as the lowest level of inputs that is significant to the entire fair value measurement are inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

NOTE 6: INVESTMENT PROPERTIES

	2017 \$	2016 \$
<i>At fair value</i>		
Units, 43 Didsbury Street	1,350,000	1,350,000
Unit 344, Aurora Tower	565,000	565,000
50 Perkins Street, Townsville	1,000,000	1,000,000
301.1 Da Vinci Business Park	1,680,000	1,500,000
Unit 44, Park Regis Brisbane	240,000	240,000
	<u>4,835,000</u>	<u>4,655,000</u>

(a) Movements in investment property

Balance at beginning of the year	4,655,000	4,360,000
Fair value movement in investment property	180,000	15,000
Transfer from PP&E - Unit 44, Park Regis Brisbane	-	280,000
Balance at the end of the year	<u>4,835,000</u>	<u>4,655,000</u>

	2017 \$	2016 \$
(b) Profit from investment property		
Rental income from investment property	342,533	363,180
Direct property expenditures (including repairs and maintenance) from property generating rental income	(188,761)	(173,639)
Direct property expenditures (including repairs and maintenance) from property that did not generate rental income (included in cost of sales)	(21,843)	(25,778)
Profit from investment property carried at fair value	<u>131,929</u>	<u>163,763</u>

Operating lease receivable

Future minimum lease payments expected to be received in relation to non-cancellable operating leases:		
Not later than 1 year	261,343	263,604
Later than 1 and not later than 5 years	324,536	240,635
Later than 5 years	-	331,247
Total future minimum lease payments	<u>585,879</u>	<u>835,486</u>

All property leases are short term (less than 1 year), except for the Da Vinci property which is for a non-cancellable three-year term, with rent paid monthly in advance. An option exists for the lessee to renew the lease at the end of the three-year term for an additional term of two plus two years. The Park Regis Unit is also for a non-cancellable three-year term, with rent paid monthly in arrears. An option exists for the lessee to renew the lease at the end of the three-year term for an additional term of three years.

(c) Revaluation of investment properties

The Union's investment properties consist of one commercial property, three residential properties and one plot of vacant land, all in Australia. Management determined that the investment properties consist of one class of asset under AASB 13, *Fair Value Measurement*, based on the nature, characteristics and risks of the properties.

NOTE 6: INVESTMENT PROPERTIES (CONTINUED)

Fair value of the properties was determined using the income approach and direct comparison approach. The income approach was based on estimated rental value of for the properties. Market rentals and capitalisation rates are estimated by the independent valuer based on comparable transactions and industry data. The direct comparison approach is based on the comparable sales evidence in the immediate locality where the property is located. The valuations performed by the valuer are based on active market prices, significantly adjusted for the difference in the nature, location or condition of the specific property.

As at the date of revaluation, the properties' fair values are based on independent valuations undertaken in December 2017 by Mr Samuel Bartolo (Registered Valuer No. 3784), Mr Henry Brown (Registered Valuer No. 3775) and Mr Carlo Lando (Registered Valuer No. 2534), all AAPI certified, and all from Taylor Byrne. They are accredited independent valuers who have valuation experience for similar properties in Australia since 2000.

The Union has no restrictions on the realisability of its investment properties and no contractual obligations to purchase, construct or develop investment properties or for repairs, maintenance and enhancements.

Fair value hierarchy

The fair value measurement for the properties has been categorised as a level 3 fair value based on the inputs to the valuation technique used. Details of the significant unobservable inputs used and relationship between unobservable inputs and fair value follow:

31 December 2017

	Unobservable inputs	Range of inputs	Relationship between unobservable inputs and fair value
Income Approach	Market gross rent per annum	\$78,000 to \$156,817 (weighted average \$117,409)	The higher the gross rent, the higher the fair value
	Capitalisation rate	3.25% to 9% (weighted average 6%)	The higher the capitalisation rate, the lower the fair value
Direct Comparison Approach	Sale Rate per unit	\$183,333 to \$635,000 (weighted average \$409,167)	The higher the sale rate, the higher the fair value
	Sale Rate (\$/sqm)	\$247 to \$561 (weighted average \$325)	

NOTE 6: INVESTMENT PROPERTIES (CONTINUED)

31 December 2016

	Unobservable inputs	Range of inputs	Relationship between unobservable inputs and fair value
Income Approach	Market gross rent per annum	\$81,120 to \$159,000 (weighted average \$120,060)	The higher the gross rent, the higher the fair value
	Capitalisation rate	5.4% to 10.5% (weighted average 7.95%)	The higher the capitalisation rate, the lower the fair value
Direct Comparison Approach	Sale Rate per unit	\$210,000 to \$600,000 (weighted average \$405,000)	The higher the sale rate, the higher the fair value
	Sale Rate (\$/sqm)	\$253 to \$464 (weighted average \$358)	

NOTE 7: TRADE AND OTHER RECEIVABLES

	2017	2016
	\$	\$
Members Accounts	13,619	32,029
Benevolent Fund Loans	31,757	30,345
Journal Debtors	13,139	22,915
Deposits	800	800
	<u>59,315</u>	<u>86,089</u>

NOTE 8: OTHER ASSETS

Prepayments	130,912	258,330
Shares in Qld Police Union Legal Group & QPCCF	170	170
	<u>131,082</u>	<u>258,500</u>

NOTE 9: PROPERTY, PLANT AND EQUIPMENT

	2017 \$	2016 \$
Land and buildings - at valuation 2017	5,275,000	4,400,000
Accumulated depreciation	-	(148,000)
	<u>5,275,000</u>	<u>4,252,000</u>
Plant and Equipment at cost	8,637	4,742
Accumulated depreciation	(2,010)	(542)
	<u>6,627</u>	<u>4,200</u>
Furniture and fittings at cost	54,778	55,999
Accumulated depreciation	(15,512)	(13,126)
	<u>39,266</u>	<u>42,873</u>
Motor Vehicles at cost	160,511	132,943
Accumulated depreciation	(62,729)	(52,355)
	<u>97,782</u>	<u>80,588</u>
Office Equipment at cost	328,926	219,617
Accumulated depreciation	(153,433)	(103,149)
	<u>175,493</u>	<u>116,468</u>
TOTAL PROPERTY PLANT & EQUIPMENT	<u>5,594,168</u>	<u>4,496,129</u>

a. Movements in Carrying Amount

	Land and buildings \$	Plant & Equipment \$	Furniture & Fittings \$	Motor Vehicles \$	Office Equipment \$	Total \$
Carrying amount at beginning of year	4,252,000	4,200	42,873	80,588	116,468	4,496,129
Adjust to market valuation	878,940	-	-	-	-	878,940
Additions	218,060	3,895	2,073	61,643	128,012	413,683
Disposals	-	-	-	(5,595)	(1,191)	(6,786)
Depreciation expense	(74,000)	(1,468)	(5,780)	(38,854)	(67,796)	(187,798)
Carrying amount at end of year	<u>5,275,000</u>	<u>6,627</u>	<u>39,266</u>	<u>97,782</u>	<u>175,493</u>	<u>5,594,168</u>

NOTE 9: PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(b) Fair value measurement of land and buildings

The fair value of freehold land and buildings is determined at least every three years based on valuations by an independent valuer. At the end of each intervening period, the management reviews the independent valuation and, when appropriate, update the fair value measurement to reflect current market conditions using a range of valuation techniques, including recent observable market data and discounted cash flow methodologies.

The fair value of land and buildings at 31 December 2017 is based on an independent valuation undertaken in December 2017 by Mr Henry Brown (Registered Valuer No. 23775), AAPI certified, of Taylor Byrne. Management determined that this constitutes one class of asset under AASB 13, based on the nature, characteristics and risks of the property. Fair value of the property was determined by using the direct comparison with sales evidence. The valuation performed by the valuer using the direct comparison approach are based on active market prices, significantly adjusted for the difference in the nature, location or condition of the specific property.

Measurement of Fair Value at 31 December 2017

	Level 1	Level 2	Level 3
Assets Measured at Fair Value			
Land and buildings	-	-	5,275,000

Measurement of Fair Value at 30 December 2016

	Level 1	Level 2	Level 3
Assets Measured at Fair Value			
Land and buildings	-	-	4,400,000

(i) Fair value hierarchy

The fair value of land and buildings was determined by external, independent property valuers, having appropriate recognised professional qualifications and recent experience in the location and category of the property being valued. The independent valuers provide the fair value of the Union's properties at least every three years. As at the date of revaluation, 31 December 2017, the property's fair value is based on valuations performed by Mr Henry Brown (Registered Valuer No. 23775), AAPI certified, of Taylor Byrne. The fair value measurement has been categorised as follows based on the inputs to the valuation technique used (see Note 1).

(ii) Level 3 fair value - valuation techniques and significant unobservable inputs

Fair value of the property was determined by using the market comparable method. This means that the valuation performed by the valuer is based on active market prices, significantly adjusted for the difference in the nature, location or condition of the specific property. A significant increase (decrease) in estimated comparable sale in isolation would result in a significantly higher (lower) fair value.

NOTE 10: TRADE AND OTHER PAYABLES

	2017 \$	2016 \$
Trade Payables	390,190	421,482
Accruals	643,641	621,071
Other Payables	45,474	23,123
	<u>1,079,305</u>	<u>1,065,676</u>

NOTE 11: PROVISIONS

	2017 \$	2016 \$
Current		
Provision for Long Service Leave	506,124	364,707
	<u>506,124</u>	<u>364,707</u>
Non-Current		
Provision for Long Service Leave	160,494	190,641
	<u>160,494</u>	<u>190,641</u>

Long Service Leave

Long term employee benefits comprise amounts payable for long service leave which are not vested at the end of the reporting period and the amount and timing of payments to be made when leave is taken is uncertain. Refer to accounting policy for more details.

NOTE 12: OTHER LIABILITIES

Members Subscriptions in Advance	322,383	312,933
	<u>322,383</u>	<u>312,933</u>

NOTE 13: LEGAL FEES

Legal fees were paid as follows:-

Legal Defence	2,024,443	1,483,406
Administration	48,115	43,646
Industrial	32,143	-
	<u>2,104,701</u>	<u>1,527,052</u>

Gilshenan and Luton, McInnes Wilson, Sciaccas, Hall Payne and Minter Ellison or their agents act as solicitors on behalf of the Queensland Police Union of Employees.

NOTE 14: MEMBERS' FUNDS

	2017	2016
	\$	\$
General Fund		
Opening Balance	13,523,673	10,704,500
Net profit / (loss) attributable to members	2,588,019	2,819,173
Closing Balance	<u>16,111,692</u>	<u>13,523,673</u>
Legal Fund		
Opening Balance	8,770,883	8,770,883
Net profit / (loss) attributable to members	109,869	-
Closing Balance	<u>8,880,752</u>	<u>8,770,883</u>
Benevolent Fund		
Opening Balance	-	-
Net profit / (loss) attributable to members	-	-
Closing Balance	<u>-</u>	<u>-</u>
CLOSING BALANCE	<u>24,992,444</u>	<u>22,294,556</u>

NOTE 15: ASSET REVALUATION RESERVE

Opening Balance	3,593,220	3,633,220
Increase/(decrease) in fair value of land and buildings	878,940	(40,000)
Closing Balance	<u>4,472,160</u>	<u>3,593,220</u>

The asset revaluation surplus records increments and decrements on the revaluation of land and building. On disposal, the balance in the asset revaluation surplus relating to the asset is transferred to Accumulated Funds.

NOTE 16: REMUNERATION OF COMMITTEE OF MANAGEMENT (EXECUTIVE COMMITTEE)**(a) Key management personnel compensation**

	2017	2016
	\$	\$
Short-term employee benefits	1,061,085	1,527,851
Post-employment benefits	-	-
Other long-term benefits	-	-
Income received by members of the Committee of Management	<u>1,061,085</u>	<u>1,527,851</u>

This includes salaries, superannuation, allowances paid, motor vehicle costs for FBT, telephone costs and fringe benefits paid.

NOTE 16: REMUNERATION OF COMMITTEE OF MANAGEMENT (EXECUTIVE COMMITTEE) (CONTINUED)

(b) Names of the Committee of Management (Executive Committee) that held Office during the financial year.

General President	Ian Leavers
General Secretary	Mick Barnes
Assistant General Secretary	Denis Sycz
Metropolitan North and Vice President	Shayne Maxwell
Southern Region	Chris Proudlock (ceased 30 June 2017)
Southern Region	Col Muller (elected 1 July 2017)
Far Northern Region	Marty Bristow
Northern Region and Treasurer	Peter Thomas
Central Region	William Feldman (ceased 30 June 2017)
Central Region	Key Groth (elected 1 July 2017)
North Coast Region and Assistant Treasurer	Grant Wilcox
Headquarters & Support Region	Michael Kelly (ceased 30 June 2017)
Headquarters & Support Region	Shane Prior (elected 1 July 2017)
Metropolitan South Region	Tony Collins
South Eastern Region	Phil Notaro

NOTE 17: COMMITMENTS

There are no ongoing commitments.

NOTE 18: RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING SURPLUS (LOSS)

For the purpose of the statement of cash flows, cash includes cash on hand and at call deposits with financial institutions.

a) Reconciliation of Cash

Cash at the end of the financial year is reconciled to the related items in the balance sheet as follows:-

	2017	2016
	\$	\$
Cash at bank	3,035,660	4,876,323
Cash on hand	1,100	1,100
	<u>3,036,760</u>	<u>4,877,423</u>

NOTE 18: RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING SURPLUS (LOSS) (CONTINUED)

b) Reconciliation of cash flow from operations with profit from ordinary activities after income tax

Profit for the year

General Fund	2,588,019	2,819,173
Legal Defence Fund	109,869	-
Benevolent Fund	-	-
Profit for the year	2,697,888	2,819,173

Depreciation	187,798	138,825
(Profit)/Loss on sale of investments	(35,320)	(37,258)
(Profit)/Loss on sale of property, plant and equipment	(4,404)	(7,251)
Fair value movement in financial assets	(923,970)	(435,042)
Fair value movement in investment properties	(180,000)	(15,000)

Movements in operating assets and liabilities

(Increase) / decrease in trade and other receivables	26,774	32,285
(Increase) / decrease in other assets	127,418	(78,124)
Increase / (decrease) in trade and other payables	13,629	75,084
Increase / (decrease) in provisions	111,270	59,154
Increase / (decrease) in other liabilities	9,450	(93,798)
	2,030,533	2,458,048

NOTE 19: CONTINGENCIES

Contingent Liabilities

At 31 December 2017, the Queensland Police Union of Employees had no contingent liabilities to disclose.

NOTE 20: AUDITORS REMUNERATION

	2017	2016
	\$	\$
Value of the services provided		
Financial statement audit services	32,000	31,171
Other services	-	-
Total remuneration of auditors	32,000	31,171

No other services were provided by the auditors of the financial statements

NOTE 21: FINANCIAL RISK MANAGEMENT

General objectives, policies and processes

The Committee of Management has overall responsibility for risk management. The Committee of Management has established risk management policies designed to identify and monitor risks from financial instruments and ensure any adverse effects from these risks are minimised. The Committee of Management meets on a regular basis to review compliance with risk management policies and to analyse financial risk exposure in the context of the current economic environment. The main risks the Union is exposed to through its financial instruments are liquidity risk, and market risk relating to interest rate and other price risks.

There have been no substantive changes in the Union's exposure to financial instrument risks, its objectives, policies and processes for managing those risks or the methods used to measure them from previous periods unless otherwise stated in this note. Financial instrument risk arises from cash and cash equivalents, investments in shares, trade receivables and trade and other payables.

Categories of Financial Instruments

	2017	2016
	\$	\$
Financial Assets		
Cash at bank	3,036,760	4,877,423
Trade Debtors and Other Receivables	59,515	86,089
Financial assets at fair value through profit or loss	17,876,585	13,448,592
Carrying amount of financial assets	20,972,660	18,412,104
Financial Liabilities		
Trade and other payables	1,079,305	1,065,676
Carrying amount of financial liabilities	1,079,305	1,065,676

(a) Credit Risk

Credit is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. Credit risk arises on cash at bank, financial assets at fair value through profit or loss, and trade and other receivables. The objective of the Union is to minimise exposure to credit risk.

The Union does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the economic entity.

The carrying amounts of financial instruments best represent the maximum credit risk exposure at the reporting date. No collateral is held as security for financial assets held. No financial assets are considered past due as all payments are considered recoverable when contractually due. The Union's financial instruments exposed to credit risk amounted to the following:

NOTE 21: FINANCIAL RISK MANAGEMENT (CONTINUED)

	2017	2016
Financial Assets	\$	\$
Cash and cash equivalents	3,036,760	4,877,423
Trade and other receivables	59,315	86,089
Financial assets at fair value through profit or loss	17,876,585	13,448,592
Total	20,972,660	18,412,104

Credit quality of financial instruments not past due or individually determined as impaired

	Not Past Due Nor Impaired	Past due or impaired	Not Past Due Nor Impaired	Past due or impaired
	2017	2017	2016	2016
	\$	\$	\$	\$
Trade Debtors and Other Receivables	58,515	800	85,289	800
Total	58,515	800	85,289	800

The Union does not provide credit accounts to its members or any customer that is related to its operation. The Union is stringent on collection of receivables and has a maximum of 60 days credit terms.

Ageing of financial assets that were past due but not impaired for 2017

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$	\$	\$	\$	\$
Trade Debtors and other Receivables	24,958	1,800	-	32,557	59,315
Total	24,958	1,800	-	32,557	59,315

90+ days are Benevolent Loans granted to Members requiring financial assistance, with repayment terms normally between one and five years

(b) Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Union does not have any foreseeable reduction in the number of union members, therefore the exposure to this risk is minimal.

NOTE 21: FINANCIAL RISK MANAGEMENT (CONTINUED)

Contractual maturities for financial liabilities 2017

	Carrying amount	< 1 month \$	1-3 months \$	3-12 months \$	>1 year \$	Total \$
Trade and other payables	1,079,305	1,079,305	-	-	-	-
Total	1,079,305	1,079,305	-	-	-	-

Contractual maturities for financial liabilities 2016

	Carrying amount	< 1 month \$	1-3 months \$	3-12 months \$	>1 year \$	Total \$
Trade and other payables	1,065,676	1,065,676	-	-	-	-
Total	1,065,676	1,065,676	-	-	-	-

(c) Market Risk

The objective of the Union's market risk management is to manage and control market risk exposures in order to optimise risk and return. Market risk is the risk that changes in interest rates, foreign exchange rates or other prices and other volatilities in market prices will have an adverse effect on the Union's financial condition or results. Market risk comprises interest rate risk and other market price risk. The Union is not exposed to currency risk. The Union trades in the financial assets at fair value at profit or loss which exposes the Union to the changes in market prices. The Union is exposed to interest rate risk arising from changes in market interest rates.

Interest rate risk

Interest rate risk is the risk of variability of the fair value or future cash flows arising from financial instruments due to the changes in interest rates. The Union has performed a sensitivity analysis relating to its exposure to interest rate risk at balance date. This sensitivity analysis demonstrates the effect on the current year results and equity which could result from a change in this risk. Interest rate risk is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates. Interest rate risk arises on balances of cash and cash equivalents.

NOTE 21: FINANCIAL RISK MANAGEMENT (CONTINUED)

The following table illustrates sensitivities to the Union's exposures to changes in interest rates:

2017	Carrying amount	Change in Interest rates	Effect on equity	
			Profit and Loss \$	Equity \$
Cash and cash equivalents	3,036,760	+ 1%	30,368	30,368
		- 1%	(30,368)	(30,368)

2016	Carrying amount	Change in Interest rates	Effect on equity	
			Profit and Loss \$	Equity \$
Cash and cash equivalents	4,877,423	+ 1%	48,774	48,774
		- 1%	(48,774)	(48,774)

NOTE 22: FAIR-VALUE MEASUREMENT

Management of the Union assessed that cash and cash equivalents, trade and other receivables, and trade and other payables approximate their carrying amounts largely due to the short term maturities of these instruments. The fair value of financial assets and liabilities is included at the amount which the instrument could be exchanged in a current transaction between willing parties.

The following assets are recognised and measured at fair value on a recurring basis:

- Financial assets at fair value through profit or loss (FVTPL)
- Land and buildings - refer to Note 9
- Investment properties - refer to Note 6

There have been no significant transfers between Level 1, Level 2 and Level 3 of the fair value hierarchy during the period.

NOTE 23: EVENTS SUBSEQUENT TO BALANCE DATE

No other matters or circumstances have arisen since the end of the reporting period which have significantly affected or may significantly affect the operations, the results of those operations, or the state of affairs of the Union in the subsequent financial years.

NOTE 24: RELATED PARTY TRANSACTIONS

(a) Key management personnel

Disclosures relating to key management personnel are set out in Note 16.

(b) Other related party transactions

The following transactions occurred with related parties: The Union paid \$225,000 to the 100% owned Queensland Police Union Legal Group Pty Ltd to allow it to pay salaries and on-costs.

Transactions with related and associated parties are on normal commercial terms and conditions, no more favourable than those available to other parties unless otherwise stated.

(c) Outstanding balances

There was no balance outstanding at the end of the reporting period in relation to transactions with related parties.

NOTE 25: COMPLIANCE WITH *INDUSTRIAL RELATIONS ACT 2016*

Asset or liability acquisition

During the year, the Union has not acquired an asset or liability as a result of:

- (a) An amalgamation under Part 14 of Chapter 12 of the *Industrial Relations Act 2016*, or
- (b) A restructure of Branches of the organisation, or
- (c) A determine by the Registrar under section 755 of the *Industrial Relations Act 2016* of an alternative reporting structure for the organisation, or
- (d) A revocation by the Registrar under subsection 759 of the *Industrial Relations Act 2016* of a certificate issued to the organisation under section 755, or
- (e) A business combination.

Revenue

The revenues below have not been incurred as the activities have not occurred during the reporting period:

- (a) entrance fees or periodic subscriptions (membership subscriptions) in respect of membership of the organisation, or
- (b) capitation fees received, or
- (c) compulsory levies or voluntary contributions for the furtherance of a particular purpose, or
- (d) donations or grants, or
- (e) financial support received from another reporting unit.

Expenses

The expenses below have not been incurred as the activities have not occurred during the reporting period:

- (a) expenses incurred as consideration for employers making payroll deductions of membership subscriptions, or
- (b) payment of capitation fees, or
- (c) payment of affiliation fees or periodic subscriptions to any political party, any federation, congress, council or group of organisations, or any international body having an interest in industrial matters, or
- (d) payment of compulsory levies, or
- (e) employee expenses related to employees (other than holders of offices), or
- (f) fees and/or allowances paid to persons in respect of their attendances as representatives of the reporting unit at conferences or other meetings, or
- (g) legal costs and other expenses related to:
 - i. litigation; and
 - ii. other legal matters, or
- (h) penalties imposed on the organisation under the Act with respect to the conduct of the reporting unit.

Payment of grants or donations

The Union has paid the following grant and donations during the reporting period:

	\$1,000 or less	More than \$1,000	Total
Grants	\$1,153	\$228,741	\$229,894
Donations	1,200	4,894	6,094
	\$2,353	\$233,635	\$235,988

Employee expenses related to holders of office

The employee expenses related to the Union's holders of the office and employees other than holders of the offices of the Union follow:

	Officeholders	Non-Officeholders	Total Employee Expenses
Wages and Salaries	174,986	2,562,741	2,737,727
Superannuation	4,011	264,657	268,668
Leave and other entitlements	41,953	220,979	262,932
Separation and redundancies	-	-	-
Other Employee expenses	-	263,072	263,072
	220,950	3,331,449	3,532,399

Meeting and Conferences Expenses

The expenses incurred in connection with holding meetings of members of the Union and any conferences or meetings of councils, committees, panels or other bodies for the holding of which the Union was wholly or partly responsible amounted to \$164,158.

Statement of financial position

No activities have occurred during the reporting period resulting in:

- a) a receivable or other right to receive cash; or
- b) a payable or other financial liability; and
- c) the item or a part of the item has been derived as a result of one or more transactions and/or other past events with another reporting unit of the organisation.

**QUEENSLAND POLICE UNION OF EMPLOYEES
STATEMENT BY MEMBERS OF THE COMMITTEE**

On April 18th 2018, the Committee of Management of Queensland Police Union of Employees (QPUE) passed the following resolution in relation to the general purpose financial report (GPFR) of QPUE for the financial year ended 31 December 2017.

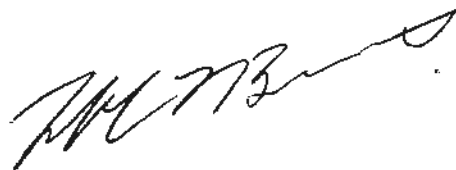
The committee of management declares in relation the GPFR that in its opinion:

- 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 Registrar;
- c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of QPUE for the financial year to which they relate;
- d) there are reasonable grounds to believe that QPUE will be able to pay its debts as and when they become due and payable;
- e) during the financial year to which the GPFR relates and since the end of that year:
 - i. meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - ii. the financial affairs of QPUE have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - iii. the financial records of QPUE have been kept and maintained in accordance with the Act; and
 - iv. where the organisation consists of two or more reporting units, the financial records of QPUE have been kept, as far as practicable, in a manner consistent with each of the other reporting units of the organisation; and
 - v. where information has been sought in any request by a member of QPUE or Registrar duly made under section 787 of the Act, that information has been provided to the member or Registrar; and
 - vi. where any order for inspection of financial records has been made by the Queensland Industrial Relations Commission under section 788 of the Act, there has been compliance.

This statement is made in accordance with a resolution of the Committee of Management and is signed for and on behalf of the Committee by:



Ian Leavers
General President and Chief Executive Officer



Mick Barnes
General Secretary

Dated this 18th of April 2018

**QUEENSLAND POLICE UNION OF EMPLOYEES
OPERATING REPORT**

Review of the principal activities and any significant changes during the year

The Union's principal activities are the provision of Industrial assistance and Legal assistance to members as required from time to time. There has been no change in the Union's principal activities during year.

There have been no significant changes in the Union's financial affairs during the year.

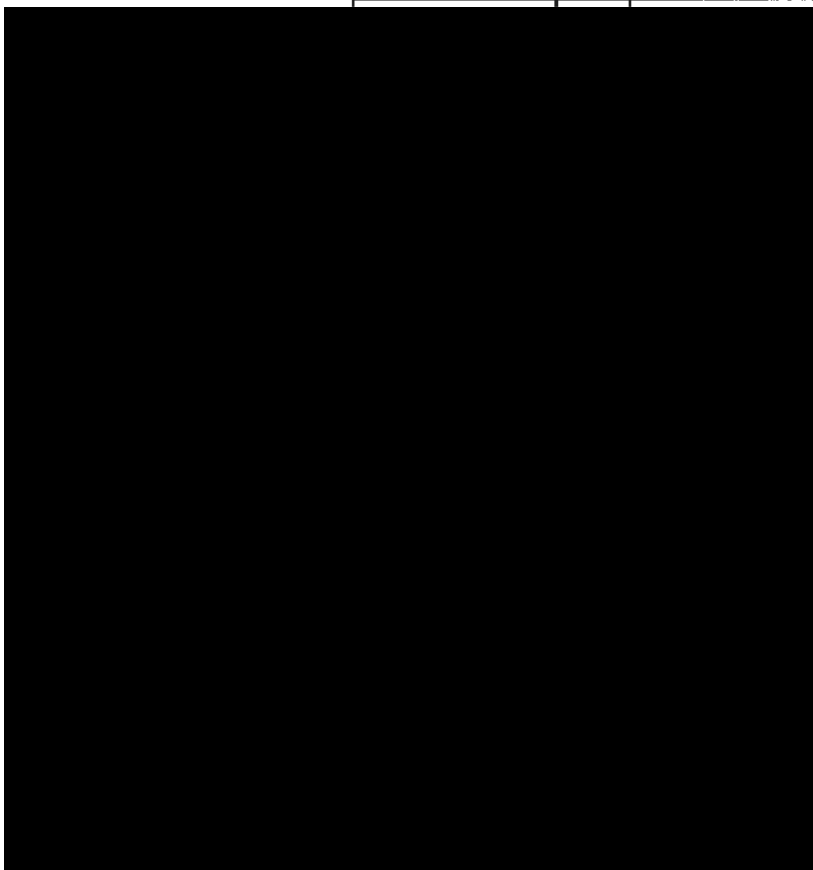
Right of members to resign

Under the Union's rules, a financial member may resign from membership of the Union at any time, in writing, addressed to the General Secretary.

Officer of the Union who is a superannuation fund trustee

The Union does not have an office holder who is a superannuation fund trustee or director.

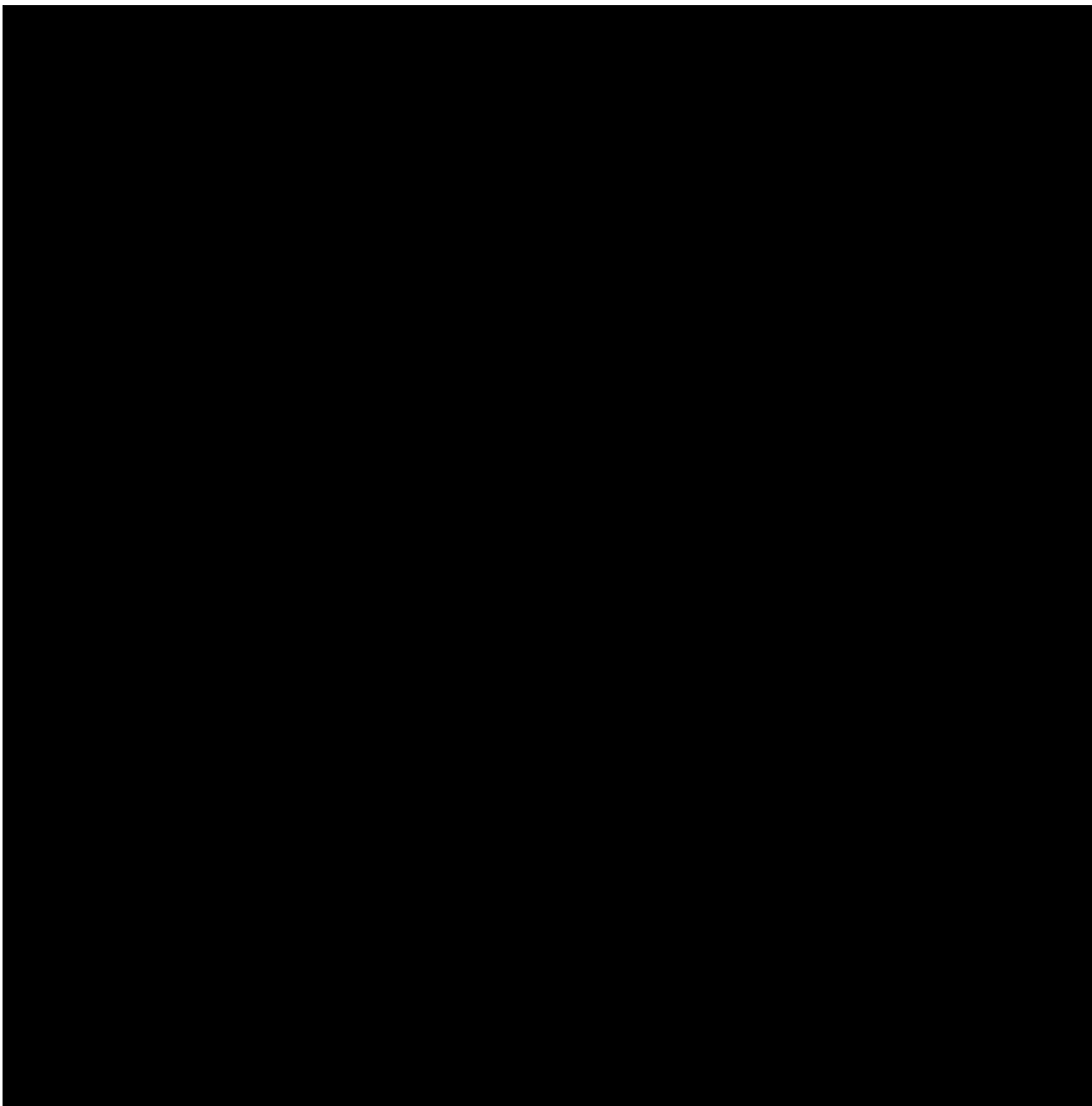
Disclosure Statement - Remuneration Register

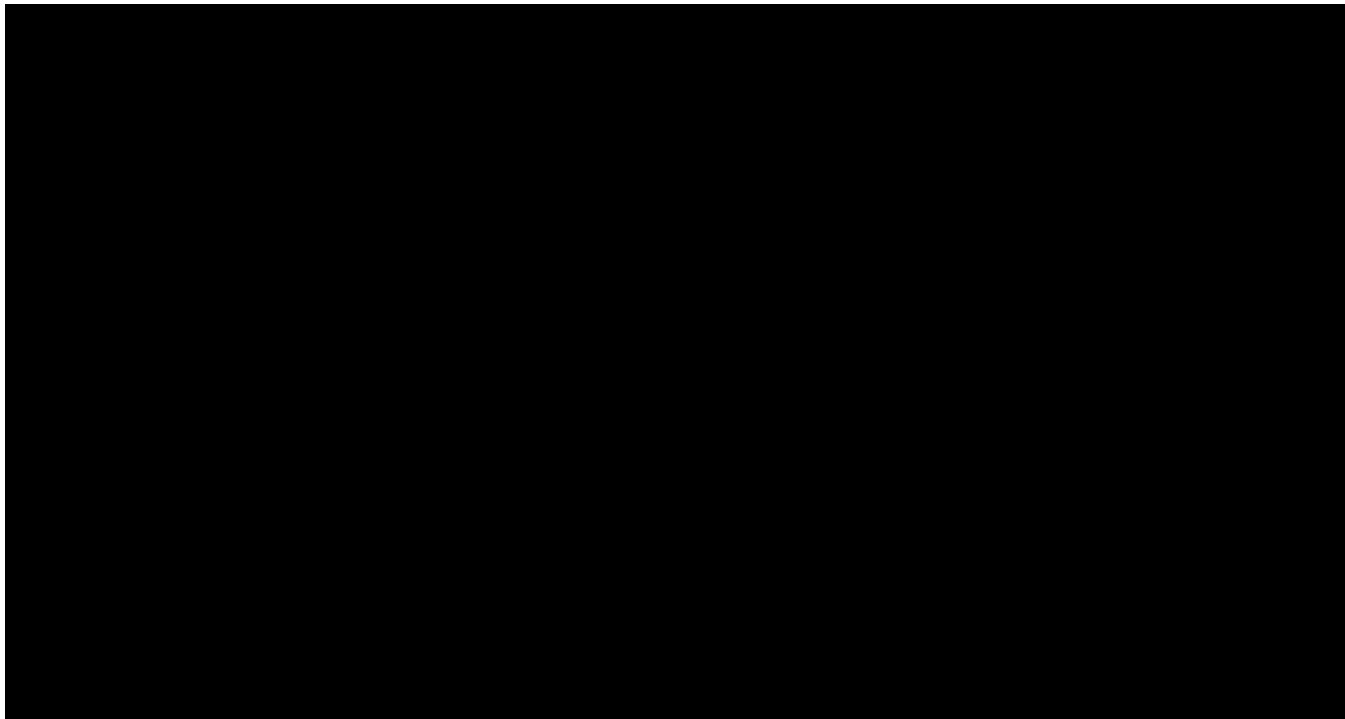


Incidentals while travelling on Union business

* Figures with an asterisk are the figures that appear on each individual's payment summary, and they do not represent the nett amount paid to each individual, nor the actual total cost to the Union for each individual, as taxation rebates apply owing to the Union's not for profit status

The amounts with an asterisk are the reportable amounts under the *Fringe Benefits Tax Assessment Act 1986*. Reportable fringe benefits are calculated by multiplying the taxable value of the fringe benefits provided by the lower gross-up rate. The lower gross-up rate for the FBT year ending 31 March 2017 is 1.8868. For example, if the taxable value of allowances paid is \$12,000.00, the reportable fringe benefit amount is \$22,641.60.





This report is prepared by Ian Leavers and is made in accordance with a resolution of the Committee of Management and is signed for and on behalf of the Committee of Management by:

Ian Leavers
General President & CEO

Dated this 18th of April 2018

FINANCIAL DISCLOSURE STATEMENT

Gifts, Hospitality and Other Benefits - 2017

Register of gifts, hospitality and other benefits given and received (section 742)

Organisations must keep a written register for each financial year detailing each benefit given or received with a combined or individual value over \$150. Benefit includes gifts, hospitality and financial or non-financial benefits such as sponsored hospitality, travel and accommodation.

Officers or employees of the organisation who receive a gift(s) valued over \$150 in their official capacity are required to notify the organisation within 30 days of receiving the gift(s). Gifts to spouses, family members or friends do not need to be reported provided there is no perceived or real conflict of interest, financial or otherwise, relating to the gift.

The register must state the following particulars for each benefit:

- (a) the name of the recipient of the benefit
- (b) the name of the entity who gave the benefit
- (c) a description of the benefit
- (d) the value of the benefit
- (e) the date the benefit was given

Date	Recipient	Payer	Value	Description
		QPUE	\$100.00	Meeting allowances
		QPUE	\$124.91	Accommodation Brisbane
		QPUE	\$249.82	Accommodation Brisbane
		QPUE	\$124.91	Accommodation Brisbane
		QPUE	\$463.13	Coolangatta Sydney Canberra Sydney Coolangatta
		QPUE	\$80.00	Out of Pockets Canberra
		QPUE	\$45.46	Parking Airport Wall to Wall B Murphy
		QPUE	\$16.29	Uber Canberra B Murphy
		QPUE	\$67.27	Meals Canberra
		QPUE	\$222.73	Accommodation Canberra Wall to Wall
		QPUE	\$222.73	Accommodation Canberra Wall to Wall
		QPUE	\$51.49	Taxis PFA WAC
		QPUE	\$124.91	Accommodation Brisbane
		QPUE	\$124.91	Accommodation Brisbane
		QPUE	\$824.55	Accommodation Brisbane
		QPUE	\$250.00	Meeting allowances
		QPUE	\$749.45	Accommodation Brisbane
		QPUE	\$249.82	Accommodation Brisbane
		QPUE	\$249.82	Accommodation Brisbane
		QPUE	\$374.73	Accommodation Brisbane
		QPUE	\$50.00	Meeting allowances
		QPUE	\$874.36	Accommodation Brisbane
		QPUE	\$250.00	Accommodation Brisbane
		QPUE	\$340.91	Accommodation Brisbane
		QPUE	\$2,123.45	Accommodation Brisbane
		QPUE	\$660.00	Barcaldine Longreach Brisbane Barcaldine
		QPUE	\$678.72	Gold Coast Sydney Canberra Sydney Gold Coast
		QPUE	\$678.72	Gold Coast Sydney Canberra Sydney Gold Coast
		QPUE	\$83.00	Meals Wall to Wall meeting
		QPUE	\$113.64	Accommodation Brisbane
		QPUE	\$80.00	incidentals Canberra Wall to Wall
		QPUE	\$45.45	parking gold coast airport Wall to Wall B Murphy
		QPUE	\$814.80	meal and out of pocket allowances Wall to Wall
		QPUE	\$244.53	Accommodation Canberra re Wall to Wall meeting
		QPUE	\$244.53	Accommodation Canberra re Wall to Wall meeting
		QPUE	\$1,095.66	Townsville Brisbane Canberra Brisbane PFA
		QPUE	\$27.50	Taxis Wall to Wall meeting Canberra
		QPUE	\$499.64	Accommodation Brisbane
		QPUE	\$678.72	Gold Coast Sydney Canberra Sydney Gold Coast
		QPUE	\$678.72	Gold Coast Sydney Canberra Sydney Gold Coast
		QPUE	\$82.27	Cairns Sydney Canberra Brisbane Cairns PFA change ticket
		QPUE	\$177.75	Brisbane Cairns
		QPUE	\$54.55	Parking Cairns airport for PFA conference Canberra
		QPUE	\$83.00	Meals wall to wall committee meeting Canberra
		QPUE	\$250.07	Accommodation Canberra re Wall to Wall meeting
		QPUE	\$250.07	Accommodation Canberra re Wall to Wall meeting
		QPUE	\$80.00	incidentals Canberra Wall to Wall meeting
		QPUE	\$45.45	parking Gold Coast airport Canberra Wall to Wall meeting B Murphy
		QPUE	\$57.21	meals Canberra Wall to Wall
		QPUE	\$38.83	Meals in Canberra Wall to Wall meeting

FINANCIAL DISCLOSURE STATEMENT (cont'd)

Gifts, Hospitality and Other Benefits - 2017

	QPUE	\$23.10	Taxis Wall to Wall Canberra
	QPUE	\$23.29	taxi airport to home re PFA WAC Canberra
	QPUE	\$47.23	taxi from airport to home re PFA WAC Canberra
	QPUE	\$240.00	out of pockels Wall to Wall
	QPUE	\$57.60	Uber & taxi Canberra
	QPUE	\$45.45	meals Wall to Wall
	QPUE	\$557.44	Accommodation Wall to Wall ride
	QPUE	\$395.45	Accommodation Wall to Wall ride
	QPUE	\$249.82	Accommodation Brisbane
	QPUE	\$747.27	Accommodation Canberra WAC Federal Council
	QPUE	\$678.72	Gold Coast Sydney Canberra Sydney Gold Coast
	QPUE	\$80.00	out of pockels x2 Canberra Wall to Wall debrief
	QPUE	\$27.79	taxi Canberra Wall to Wall debrief
	QPUE	\$70.65	meals x2 Canberra Wall to Wall debrief
	QPUE	\$277.27	Accommodation Canberra Wall to Wall debrief
	QPUE	\$749.45	Accommodation Brisbane
	QPUE	\$443.18	Leichhardt Motor Inn Toowoomba H&S Rep training
	QPUE	\$69.20	Incidentals H&S training
	QPUE	\$372.20	Meals H&S training
	QPUE	\$86.50	Incidentals H&S training
	QPUE	\$362.40	Meals H&S training
	QPUE	\$103.80	Incidentals H&S training
	QPUE	\$466.85	Meals H&S training
	QPUE	\$729.55	Longreach Motor Inn H&S Rep training
	QPUE	\$870.45	Longreach Motor Inn H&S Rep training
	QPUE	\$870.45	Longreach Motor Inn H&S Rep training
	QPUE	\$103.80	Incidentals H&S training
	QPUE	\$376.80	Meals H&S training
	QPUE	\$112.20	use of own vehicle 170km H Firth
	QPUE	\$450.00	Meeting allowances

Decision-making and reporting of Financial Matters and Expenditure of Union Funds Policies

These Policies explain decision-making about, and reporting of, the QPUE's financial matters

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Delegations of Authority Policy

This Policy explains authorisations and delegations relating to the QPUE's spending

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Credit Card Policy

This Policy relates to the QPUE's credit cards, including:

- (i) Issuing, using and cancelling credit cards; and
- (ii) Accountability for, reporting about, and audit of, the use of credit cards

THE QPUE HAS NOT ISSUED CREDIT CARDS TO ANY PERSON

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Purchasing and Procurement and Contracting Activities Policies

These policies explain the QPUE's purchasing and contracting activities, including the following:

- (i) Tender and selection processes;
- (ii) Reviewing significant contracts;
- (iii) Disclosing the identity of, and arrangements with, key service providers

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Travel and accommodation Policy

This Policy explains the QPUE travel and accommodation Policy, including:

- (i) Spending by the QPUE; and
- (ii) Receipt of sponsored hospitality benefits by its Officers or Employees from other entities

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Entertainment and Hospitality Policy

This Policy explains spending on, and receipt of, entertainment and hospitality:

Examples of entertainment and hospitality:

- *Providing food or beverages to a person visiting the organisation in an official capacity*
- *Providing food or beverages for a conference, course, meeting, seminar, workshop or another forum held by the organisation for its officers, members, employees or other persons*
- *Paying for an officer or employee of the organisation to attend a function as part of the officer's or employee's official duties or obligations*

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Gifts Policy

This Policy explains gifts, including giving, receiving and disposing of gifts

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Complaints about Financial Matters Policy

This Policy explains how complaints about financial matters are dealt with

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

Material Personal Interests Policy

This Policy explains how the QPUE handles actual, perceived and potential conflicts of interest

Considered and Approved: 26th June 2013

Last Reviewed: 26th June 2013

FINANCIAL DISCLOSURE STATEMENT

Financial Training - 2017

Financial Training

Officers with financial management duties are to undertake financial training approved by the registrar (section 553B)

The training must be completed:

- within 3 months after the registrar approves the training; and
- at least once every two year period that the officer performs financial management functions.

Training approved by the registrar will be published on the QIRC website: <http://www.qirc.qld.gov.au>

An organisation, peak council or another person or entity with the skills and expertise to provide training, such as a peak body may provide training. The registrar must approve this training. Organisations are to contact the registrar to obtain approval for the requisite training.

The registrar can approve training of different formats, styles and length in recognition of the qualifications and range of financial management duties each officer is required to undertake in their organisation.

Name	Position	Date Completed
Ian Leavers	General President / CEO / Finance, Audit & Risk Management Committee	27th October 2015
Denis Sycz	Assistant General Secretary	27th October 2015
Shayne Maxwell	Vice President / Finance, Audit & Risk Management Committee	27th October 2015
Peter Thomas	Executive Member / Treasurer / Finance, Audit & Risk Management Committee	27th October 2015
Tony Collins	Executive Member / Assistant Treasurer / Finance, Audit & Risk Management Committee	27th October 2015
Grant Wilcox	Executive Member / Assistant Treasurer / Finance, Audit & Risk Management Committee	27th October 2015
Marty Bristow	Executive Member	27th October 2015
Alex Kulakowski	Finance Officer	27th October 2015
Phil Notaro	Executive Member	27th July 2016
Mick Barnes	General Secretary	27th July 2016
Kev Groth	Executive Member	25th July 2017



INDEPENDENT AUDITORS REPORT



To the members of Queensland Police Union of Employees

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Queensland Police Union of Employees (the Entity), which comprises the statement of financial position as at 31 December 2017, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial report, including a summary of significant accounting policies and the Accounting Officer's certificate and the statement by members of the Committee.

In our opinion the accompanying financial report of Queensland Police Union of Employees presents fairly, in all material respects the reporting unit's financial position as at 31 December 2017 and of its financial performance and its cash flows for the year then ended in accordance with Tier 1 Australian Accounting Standards and Part 11 of Chapter 12 of the *Industrial Relations Act 2016*.

Basis for opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the Financial Report* section of our report. We are 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 our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Other information

The Committee of Management is responsible for the other information. The other information obtained at the date of this auditor's report is information included in the reporting unit's operating report, but does not include the financial report and our auditor's report thereon.

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

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

If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



Responsibilities of the Committee of Management 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 *Industrial Relations Act 2016*, and for such internal control as the Committee of Management determine is necessary to enable the preparation of the financial report that 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 registered entity'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 responsible entities either intends to liquidate the registered entity or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the Financial Report

Our objectives are 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 our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the 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 this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website (<http://www.auasb.gov.au/Home.aspx>) at:

http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of our auditor's report.

Use of Going Concern Assumption

As part of our audit of the financial report, we have concluded that managements use of the going concern assumption as set out in Note 1(p) in the preparation of the financial statements is appropriate.

Declaration by the auditor

I, T R Mann, declare that I am an approved auditor, a member of the Institute of Chartered Accountants in Australia and hold a current Public Practice Certificate.

BDO Audit Pty Ltd

T R Mann
Director

Brisbane, 18 April 2018

APPLICATION PURSUANT TO SECTION 269 OF THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

Schedule 5 – Police Federation of Australia, Queensland Police Branch Operating Report

POLICE FEDERATION OF AUSTRALIA, QUEENSLAND POLICE BRANCH

OPERATING REPORT for the period ended **31 December 2017**

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

1. The principal activities of the reporting unit are to:
 - (a) provide representation for members of the reporting unit on the Federal Council of the Police Federation of Australia; and
 - (b) discharge the objects of the Police Federation of Australia in accordance with its rules.
2. The results of those activities are that the reporting unit maintained its representation on the Federal Council during the reporting period and discharged the objects of the Police Federation of Australia in accordance with its rules.
3. There has been no significant change to the nature of those activities during the year.

Significant changes in financial affairs

4. There have been no significant changes in the reporting unit's financial affairs during the reporting period.

Right of members to resign

5. Members of the reporting unit may resign in accordance with rule 11 of the PFA rules or rule 7 of Part CF2 of the PFA rules.

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

6. No officer or member of the reporting unit is:
 - (a) a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
 - (b) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme,

where a criterion for the officer or member being a trustee or director is that the officer or member is an officer or member of the Police Federation of Australia.

Number of members

7. The reporting unit had 11,560 members as at 31 December 2017.

Number of employees

8. The reporting unit had 0 employees as at 31 December 2017.

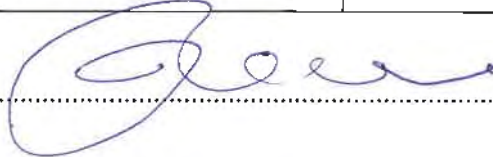
Names of Committee of Management members and period positions held during the financial year

9. The following persons held office as members of the committee of management during the reporting period:

Name	Office	Dates
Ian John Leavers	Branch President	1 January 2017 to 31 December 2017
Shayne Robert Maxwell	Branch Vice President	26 July 2017 to 31 December 2017
Grant Stanley Wilcox	Branch Treasurer	1 January 2017 to 26 July 2017
Peter John Thomas	Branch Treasurer	26 July 2017 to 31 December 2017
Peter John Thomas	Branch Assistant Treasurer	1 January 2017 to 26 July 2017
Grant Stanley Wilcox	Branch Assistant Treasurer	26 July 2017 to 31 December 2017
Michael Francis Kelly	Branch Assistant Treasurer	1 January 2017 to 28 June 2017
Anthony Paul Collins	Branch Assistant Treasurer	26 July 2017 to 31 December 2017
Peter John Thomas	Regional Representative – Northern Region	1 January 2017 to 31 December 2017
Grant Stanley Wilcox	Regional Representative – North Coast Region	1 January 2017 to 31 December 2017
Philip John Notaro	Regional Representative – South East Region	1 January 2017 to 31 December 2017
Anthony Paul Collins	Regional Representative – Metropolitan South Region	1 January 2017 to 31 December 2017
Martin Derek Bristow	Regional Representative – Far Northern Region	1 January 2017 to 31 December 2017
William Patrick Feldman	Regional Representative – Central Region	1 January 2017 to 28 June 2017
Kevin John Groth	Regional Representative – Central Region	28 June 2017 to 31 December 2017
Chris Proudlock	Regional Representative – Southern Region	1 January 2017 to 28 June 2017

Name	Office	Dates
Colin Mark Muller	Regional Representative – Southern Region	28 June 2017 to 31 December 2017
Shayne Robert Maxwell	Regional Representative – Metropolitan North Region	1 January 2017 to 31 December 2017
Michael Francis Kelly	Regional Representative – Headquarters & Support	1 January 2017 to 28 June 2017
Shane Allan Prior	Regional Representative – Headquarters & Support	28 June 2017 to 31 December 2017

Signature of designated officer:



Name and title of designated officer: Ian Leavers, Branch President



22 January 2018

Mr Ian Leavers
Branch President
Police Federation of Australia - Queensland Police Branch

By Email: pfaqlld@qpu.asn.au

Dear Mr Leavers,

**Re: Lodgement of Financial Report - [FR2017/374]
*Fair Work (Registered Organisations) Act 2009 (the RO Act)***

The financial year of the Police Federation of Australia- Queensland Police Branch (the reporting unit) ended on 31 December 2017. This is a courtesy letter to remind you of the reporting unit's obligations regarding financial reporting.

Loans Grants and Donations Statement

The reporting unit is required to lodge a statement showing the relevant particulars in relation to each loan, grant or donation of an amount exceeding \$1,000 for the reporting unit during its financial year. Section 237 of the RO Act requires this statement to be lodged with Registered Organisations Commission (the ROC) within 90 days of the end of the reporting unit's financial year, that is on or before 31 March 2018.

The attached fact sheet *Loans Grants and Donations* (FS 009) summarises the requirements of the Loans Grants and Donations Statement. A sample statement of loans, grants or donations is available on our [website](#).

It should be noted that s.237 is a civil penalty provision. If a loan, grant or donation over \$1000 has been made, failure to lodge a statement of loans, grants and donations (including failure to lodge on time) may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$105,000 for each contravention for a body corporate and up to \$21,000 for each contravention for an individual) being imposed upon your organisation and/or an officer whose conduct led to the contravention.

Financial report

The RO Act sets out a particular chronological order in which your financial report must be prepared, audited, provided to members, presented to a meeting and then lodged with the ROC. The attached document *Summary of Financial Reporting timelines* (FS 008) summarises these requirements.

We emphasise that the reporting unit is required to present its audited financial report to a meeting (either of members or of the committee of management, depending on your rules) no later than 30 June 2018 (s.266). The full financial report must be lodged with the ROC within 14 days of that meeting (s.268).

When assessing your financial report, we will continue to focus closely on timelines as well as how loans, grants and donations are reported. The financial report must break down the amounts of grants and donations and these figures will be compared to the loans, grants and donations statement (see attached *Loans Grants and Donations* fact sheet FS 009).

You can visit our website for more information regarding [financial reporting](#), and fact sheets regarding [financial reporting processes and requirements](#). A model set of financial statements developed by the ROC is also available on our website. It is not obligatory to use this model but it is a useful resource to ensure compliance with the RO Act, the Reporting Guidelines and the Australian Accounting Standards.

It should be noted that s.268 of the RO Act is a civil penalty provision. Failure to lodge the full financial report (including failure to lodge on time) may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$105,000 for each contravention for a body corporate and up to \$21,000 for each contravention for an individual) being imposed upon your organisation and/or an officer whose conduct led to the contravention (s.268).

Auditor's report

When assessing the financial report we will also focus on the structure and content of the auditor's report to ensure that it complies with the revisions made to the Auditing Standards which came into effect from 15 December 2016. Please find [here](#) a link to guidance note *Illustrative Auditor's Report* (GN 004) relating to these requirements (which can also be located on our website).

REMINDER

YOUR AUDITOR MUST BE REGISTERED (s.256)

You must ensure that your auditor is registered by the Registered Organisations Commissioner. A list of registered auditors is available on our [website](#).

Contact

Should you require any clarification in relation to the above, please email regorgs@roc.gov.au.

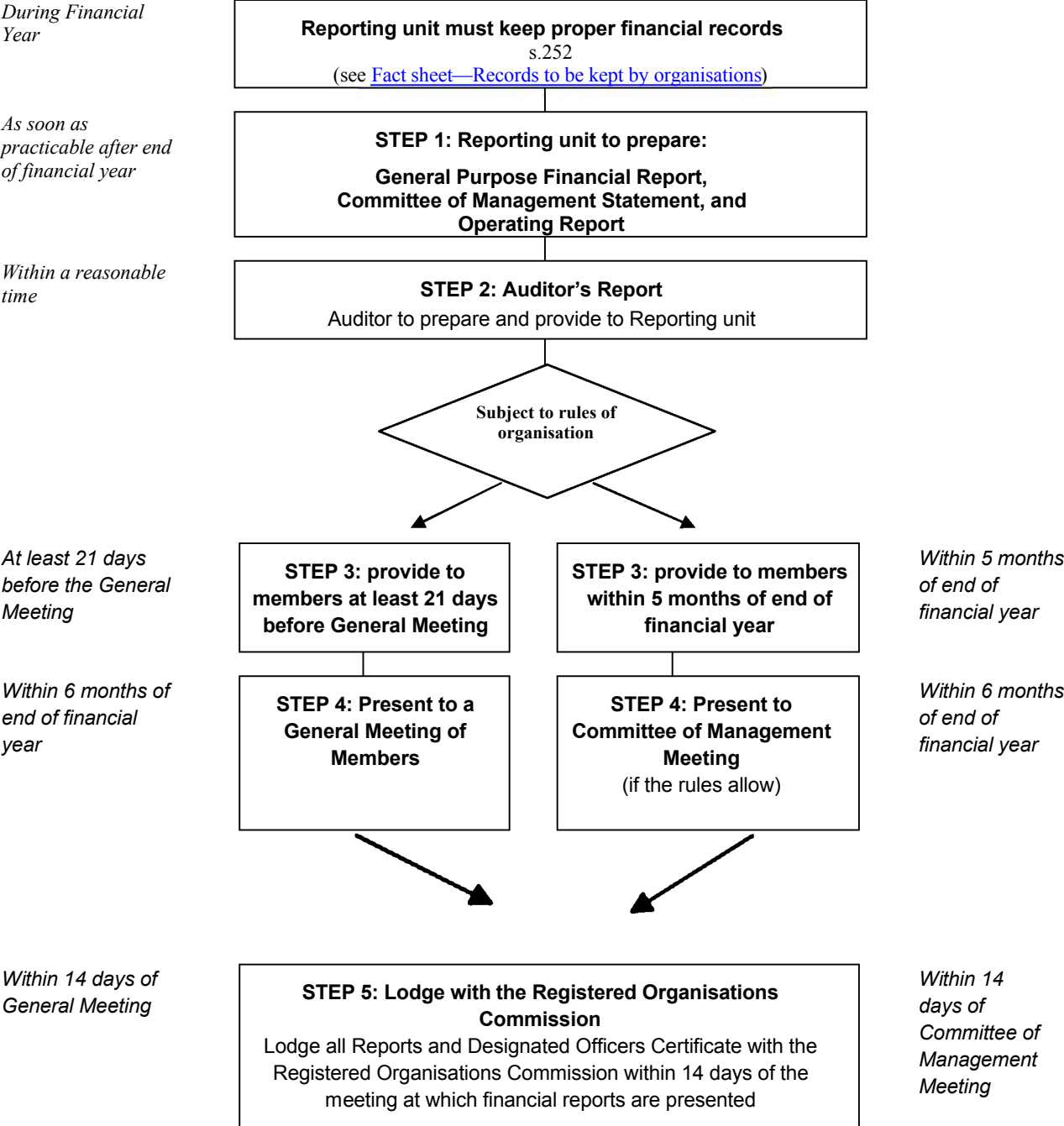
Yours faithfully,

Sam Gallichio
Registered Organisations Commission

Fact sheet

Summary of financial reporting timelines – s.253 financial reports

See Fact sheet—Financial reporting for an explanation of each of these steps.





Fact sheet

Loans, Grants & Donations

The Loans, Grants & Donations Requirements

The *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires an organisation or branch to lodge a loans, grants and donations statement (the statement) within **90 days** of the ending of the financial year.

Under the Commissioner’s Reporting Guidelines, a reporting unit’s General Purpose Financial Report (the financial report) must break down the amounts of grants and donations (see below). The figures in the financial report will be compared to the loans, grants and donations statement.

The Loans, Grants & Donations Statement

Section 237 of the RO Act applies to every loan, grant and donation made by an organisation or branch during the financial year that exceeds \$1000. The following information must be supplied to the Registered Organisations Commission (the ROC) for each relevant loan, grant or donation:

- the amount,
- the purpose,
- the security (if it is a loan),
- the name and address of the person to whom it was made,* and
- the arrangements for repaying the loan.*



*The last two items are not required if the loan, grant or donation was made to relieve a member of the organisation (or their dependent) from severe financial hardship.

The statement must be lodged within 90 days of the end of the financial year and the ROC has a [Template Loans, Grants and Donations Statement](#) on its website. The ROC encourages branches and organisations to lodge the statement even if all of the figures are NIL.

Common misconceptions

Over the years, staff of the Commission have noted that there are some common misunderstandings made in relation to the Statement. They include:

Misconception	Requirement
<p>X Only reporting units must lodge the Statement.</p>	<p>✓ All branches and organisations, regardless of whether they lodge a financial report, must lodge the statement within 90 days of the end of the financial year. An organisation cannot lodge a single statement to cover all of its branches.</p>
<p>X Employees can sign the Statement.</p>	<p>✓ The statement must be signed by an elected officer of the relevant branch.</p>

	Statements can be lodged with the financial report.		The deadline for the statement is much shorter (90 days) and if it is lodged with the financial report it is likely to be late.
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Grants & Donations within the Financial Report

Item 16(e) of the Commissioner's Reporting Guidelines requires the reporting unit to separate the line items relating to grants and donations into grants or donations that were \$1000 or less and those that exceeded \$1000.

As such, the note in the financial report relating to grants and donations will have four lines. In the [ROC's Model Statements](#) the note appears as follows:

Note 4E: Grants ~~OR~~ donations*

Grants:	[Current year]	[Previous year]
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Donations:		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Total grants or donations	-	-

The Commissioner's Reporting Guidelines requires that these line items appear in the financial report even if the figures are NIL.

Implications for filing the Financial Report

During their review of the financial report staff of the ROC may confirm that the figures in the financial report match the disclosures made in the statement. Any inconsistencies in these figures will be raised with the organisation or branch for explanation and action.

This may involve lodging an amended loans, grants or donations statement. Any failure to lodge a loans, grants or donations statement or lodging a statement that is false or misleading can attract civil penalties under the RO Act.

If a reporting unit did not fully comply with these requirements in their last financial report, its filing letter will have included a statement reminding the reporting unit of its obligations.

It is strongly recommended that all reporting units review their filing letters from the previous financial year to ensure any targeted concerns are addressed in their latest financial report.

Failure to address these individual concerns may mean that a financial report cannot be filed.

Previous financial reports and filing letters are available from the website.

Further information

If you have any further questions relating to the loan, grant and donation disclosure requirements in the statement or the financial report, please contact the ROC on regorgs@roc.gov.au

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This fact sheet is not intended to be comprehensive. It is designed to assist in gaining an understanding of the Registered Organisations Commission and its work. The Registered Organisations Commission does not provide legal advice