



7 April 2015

Mr Paul Byrne
Treasurer
Real Estate Employers' Federation
Level 6, 99 Bathurst Street
SYDNEY NSW 2000

Sent by email: greg@reef.org.au

Dear Mr Byrne

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 2015 (FR2015/420)

I refer to your application lodged pursuant to section 269 of the *Fair Work (Registered Organisations) Act 2009* in respect of the Real Estate Employers' Federation for the financial year ended 31 December 2015. The application was lodged with the Fair Work Commission on 10 March 2016.

I have granted the application. The certificate is attached.

If you wish to discuss this matter, please contact Stephen Kellett on (02) 6746 3283 or by email at stephen.kellett@fwc.gov.au.

Yours sincerely

Chris Enright
Delegate of the General Manager
Fair Work Commission



CERTIFICATE

Fair Work (Registered Organisations) Act 2009

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

Real Estate Employers' Federation
(FR2015/420)

MR ENRIGHT

MELBOURNE, 7 APRIL 2016

Reporting unit's financial affairs encompassed by associated State body

[1] On 10 March 2016 an application was made under s.269(2)(a) of the *Fair Work (Registered Organisations) Act 2009* (the Act) by the Real Estate Employers' Federation (the reporting unit) for a certificate stating that the financial affairs of the reporting unit are encompassed by the financial affairs of The Real Estate Employers' Federation of NSW (the Association), an associated State body, in respect of the financial year ending 31 December 2015.

[2] On 10 March 2016, the reporting unit lodged a copy of the audited accounts of the Association with the Fair Work Commission.

[3] On 6 April 2016, the reporting unit provided further information confirming that the reporting unit did not have separate financial affairs during the relevant period.

[4] I am satisfied that the Association:

- is registered under the *Industrial Relations Act 1996* 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.

[5] 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;
- the reporting unit has lodged a copy of the audited accounts with the Fair Work Commission;
- 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.

[6] I am satisfied that the financial affairs of the reporting unit in respect of the financial year ending 31 December 2015 are encompassed by the financial affairs of the Association and I certify accordingly under s.269(2)(a) of the Act.



DELEGATE OF THE GENERAL MANAGER

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From: greg [mailto:greg@reef.org.au]

Sent: Wednesday, 6 April 2016 3:54 PM

To: KELLETT, Stephen

Subject: RE: Attention Mr Greg Paterson - s269 - financial affairs encompassment - federal rules - further advice requested

Dear Stephen

Firstly, thank you most sincerely for your time on Monday to discuss the issues raised in your email. Your explanations were appreciated and most helpful to a clearer understanding of the s.269 matter. I hope the following response addresses the FWC's concerns in relation to our s.269 application.

As you have identified the Real Estate Employers' Federation (REEF) is a registered organisation under the provisions of both the *Industrial Relation Act 1996* (NSW) and the *Fair Work (Registered Organisation) Act 2009*. It is noted that our state registered identity has the addition of the words "of NSW" in the title. We recently commenced the process of amending the rules of the State associated body by seeking the removal of these additional words. If approved by the NSW Industrial Registrar, this will result in consistency in the identity of the two organisations.

Consistent with the above, the financial affairs of the State and Federally registered bodies are also seen as being on behalf of a single entity. In this regard I can confirm:

1. The federal reporting unit does **not** maintain an account with any financial institution separately from the associated body;
2. The federal reporting unit does **not** hold money in the form of cash separately from the associated body;
3. The federal reporting unit does **not** incur liabilities separately from the associated body;
4. The federal reporting unit does **not** receive revenue separately from the associated body;
5. The federal reporting unit does **not** conduct financial transactions separately from the associated body.

Members of the Federation are further viewed as belonging to a single entity with no separate rights, entitlements or obligations arising from membership of the Federal organisation or its State associated body.

The Federation's continued registration as a State body will be reviewed in the near future as the relevance of this jurisdiction to its operation has effectively diminished.

Notwithstanding the above, I understand the concerns raised in your email that the rules of the Federally registered body may not be consistent with the way the financial affairs of the organisation are being managed. We would therefore be prepared to take the appropriate and necessary steps to amend our Federal Rules so that the Rules more accurately reflect the current operation of the financial arrangements between the Federal and State identities of the Federation. I would be particularly grateful for any guidance, assistance or instruction you can provide in the facilitation of this change.

I hope this response adequately addresses the concerns raised in your email however please don't hesitate to contact me should further advice or information be required.

Kind regards

GREG PATERSON
Executive Director
Real Estate Employers' Federation
Level 6, 99 Bathurst Street
SYDNEY NSW 2000
Ph: (02) 9261 2666
Fax: (02) 9261 2622
E-mail: greg@reef.org.au



Information contained within this email is PRIVATE and/or CONFIDENTIAL and for the intended recipient only. If you receive this e-mail in error, please inform the sender and delete the message. Thank you.

Every Effort is made to ensure the information provided is correct but anyone intending to act or rely on it should check its application to the circumstances and seek professional advice on whether another course of action should be contemplated.

From: KELLETT, Stephen

Sent: Friday, 1 April 2016 5:08 PM

To: 'greg@reef.org.au'

Subject: Attention Mr Greg Paterson - s269 - financial affairs encompassment - federal rules - further advice requested

Dear Mr Paterson,

I'm currently examining the application by the Real Estate Employers' Federation (i.e. the federal reporting unit) for a section 269 certificate for the financial year ending 31 December 2015. Whilst the application received is consistent with the previous applications, as a result of recent legal advice⁽¹⁾ received and an internal review of the assessment and processing of s269 applications in general, the Regulatory Compliance Branch of FWC is concerned to ensure that federal reporting units seeking certificates under section 269 are eligible to do so and that their financial affairs are managed in a manner consistent with their own rules.

The question in the Federation's case is that it may be considered to be not fully apparent from the application how the Federation has applied the term "encompassed" to conclude that the federal reporting unit's financial affairs are encompassed such that the federal reporting unit does not actually have separate financial affairs from those of the state-registered entity. It might be considered that it isn't clear, and that more specific information is required.

⁽¹⁾ Our legal advice (1) was that the meaning of the term "*encompassed by the financial affairs of the associated State body*", used in sub-section 269(2)(a), is that a federal reporting unit must not have any financial affairs *separate* from those of its state counterpart or associated state entity, and (2) covered what might be necessary and relevant indicators of this in any instance. One of the indicators includes the rules of the reporting unit.

Indicators – separate accounts and assets etc

The application typically made by a reporting unit under section 269 consists of a statement asserting the circumstances set out in paragraphs (a) to (c) of sub-section 269(1) and paragraphs (a) to (e) of sub-section 269(2). Whilst neither the Act nor the Regulations prescribe the form for the application, and particularly where the statement is not a statutory declaration, additional information appears necessary for the General Manager to be satisfied that the reporting unit's financial affairs are encompassed by the state entity's. The following indicators have been considered as of a kind that would be supportive of encompassment:-

- Where the federal reporting unit does not maintain a bank account that is separate from the associated State body;
- where the federal reporting unit does not hold money in cash separately from the associated State body;
- where the federal reporting unit does not incur liabilities separately from the associated State body;
- where the federal reporting unit does not receive revenue separately from the associated State body;
- where there was no evidence that the federal reporting unit conducted transactions in its own capacity, separately from the State body.

Indicators - rules

FWC considers that a prima facie reading of relevant rules of the federal reporting unit could suggest that ordinarily the federal reporting unit could be expected to have its own financial transactions. Some of the rules which suggest this include rules 6(1)(a), which refers to the financial obligations arising from membership (i.e. of the federal entity); 8(5)(b), which refers to the consequences of "monies in arrears owing to the Federation" (i.e. the federal organisation); 8(6), which

refers to “dues, subscriptions, levies and sums payable”; 8(7), which refers to the “funds and assets of the Federation”; 13(2), which refers to the payment of subscriptions; 14, which refers to there being a special levy fund; 18, which provides for accounts of the Federation, and some others.

As far as I can ascertain, the federally certified rules are almost identical to the rules certified for the state entity, except for rule 1 (Name) and rule 5 (eligibility), so I take the references to the “Federation” in the federally certified rules to refer, in a strict sense, to the federal reporting unit rather than the Federation considered as a single entity or considered as both federal and state entities.

I note that sub-rule 32(4) is a provision that recognises the distinction between the two entities for the purposes of elections to office, and provides for those circumstances where elections to offices in the federal entity serve as elections to the same offices in the state entity. However there is nothing of like nature in the federal rules in relation to financial affairs, to provide, for example, that the obligation to pay subscriptions income in respect of membership of the federal reporting unit could be made by payment to the state entity. The thinking of FWC is that all things being equal, and as appropriate, the federal rules should make some explicit provision(s) along these lines.

Summary

In view of the above, I would request further advice that directly addresses the indicators identified above and any other information the reporting unit considers relevant to the granting of the s269 certificate. I would also seek your views and comments about the question of the federal rules and whether any rule alteration would be necessary to ensure the relevant federal rules reflect or provide for the current operation of the financial arrangements between the federal and state identities of the Federation.

I wish to emphasise that FWC is not interested in changing the way that the two entities operate, but wants to be satisfied that the federal organisation is complying with any federal rules that apply to it with respect to this particular matter and that we have made due and diligent enquiry as to the financial affairs encompassment for the purposes of issuing the certificate.

I welcome the opportunity to discuss these questions with you if you wish to before replying in any formal manner, and I can be contacted on (02) 6746 3283.

Yours sincerely

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(email) stephen.kellett@fwc.gov.au



3 March 2016

The General Manager
Fair Work Commission
PO Box 1994
MELBOURNE VIC 3001

Dear Ms. O'Neill

Re: Application pursuant to s269 of the *Fair Work (Registered Organisations) Act 2009*

The Real Estate Employers' Federation (registered under the New South Wales *Industrial Relations Act 1996*) makes application pursuant to section 269 of the *Fair Work (Registered Organisations) Act 2009* to be taken to have satisfied the requirements of the Act.

Relief Sought

1. That the General Manager issue a certificate stating that the financial affairs of the reporting unit are encompassed by the financial affairs of the associated state body for the financial year ending **31 December 2015**; and
2. That the Reporting Unit is taken to have satisfied Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009*.

Grounds and Reasons

Section 269 applies to the Real Estate Employers' Federation (hereinafter referred to as the "**Reporting Unit**") on the following basis:

1. The Real Estate Employers' Federation of NSW (hereinafter referred to as the "**associated State body**") is registered as an industrial organisation of employers under the New South Wales *Industrial Relations Act 1996*, a prescribed State Act;
2. The associated State body is composed of substantially the same members as the Reporting Unit;
3. The associated State body has the same officers as the Reporting Unit;
4. The associated State body has prepared accounts, had those accounts audited, provided a copy of the audited accounts to its members and lodged the accounts with the NSW Industrial Registrar (these audited accounts are attached);

5. All members of the Reporting Unit have been provided a copy of the Auditor's Report, Accounts and Operating Report (collectively the "Reports"), free of charge, in accordance with s263 of the *Industrial Relations Act 1996* and s265 of the *Fair Work (Registered Organisations) Act 2009*. The Reports were published on the Reporting Unit's website and members of the Reporting Unit were advised in the member newsletter where on the website the Reports could be obtained and also advising members that a hard copy of the Reports can be obtained by contacting the Reporting Unit's office;
6. The associated State body has prepared a report under s254 of the *Fair Work (Registered Organisations) Act 2009* which contains all the information prescribed in the regulations. As evidenced in 5 above, a copy of the Operating Report has been provided to all members; and
7. The financial affairs of the Reporting Unit are encompassed by the financial affairs of the associated State body for the financial year ending 31 December 2015.

The Real Estate Employers' Federation submits that based on the grounds and reasons stated herein that it has satisfied s269 of the *Fair Work (Registered Organisations) Act 2009* and consequently seeks relief as sought in this application.

Please do not hesitate to contact me or, alternatively, the Federation's Executive Director, Greg Paterson, if you have any questions or require further information.

Yours faithfully



Paul Byrne
Treasurer

Real Estate Employers' Federation

Section 254 Fair Work (Registered Organisations) Act 2009 (RO Act)

Regulation 159 Fair Work (Registered Organisations) Regulations 2009 (RO Regs)

OPERATING REPORT

The Committee of Management of the *Real Estate Employers' Federation* (the "Federation") presents its report for the financial year ended **31 December 2015**.

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

The principal activities of the Federation were to serve the interests of employers in the real estate industry. This included providing advice, guidance and support on all matters relating to employment as well as representing members in modern award and other industrial proceedings. In this regard, we provided assistance to well over 500 individual members, including the management of over 7,000 member enquiries on a broad range of employment issues. The Federation continues to take an active role in the modern award 4-year review, including transitional arrangements, before the Fair Work Commission. There were no significant changes in the Federation's principal activities during 2015.

Significant changes in financial affairs during the year

There was no significant change in the Federation's financial affairs in 2015.

Right of members to resign

Members' rights to resign are set out in Rule 8 of the Federation's Rules. In summary, a member may resign from membership by written notice addressed and delivered to the Executive Director at the registered office of the organisation.

Officer(s) and/or member(s) who are superannuation fund trustee(s) where criterion of being trustee is that the person is a member or officer of reporting unit

*The Federation's Executive Director, Greg Paterson, is an elected Trustee Director of REI Super (the superannuation fund for the real estate industry). His appointment, through election by fund members, took effect from 1 December 2013. He does **not** hold the position because he is an employee of the Federation.*

Number of members

At the end of December 2015, there were 1,473 members.

Number of employees (on a full time equivalent basis)


REEF employs 6 employees, all of whom work full-time.

Names of all Committee of Management members who held office during the year and the period which each such person held office during the year

Name	Position on Committee	Period position held during the 2014 year	Name of company of which member is a director/representative	Principal Activity of company
Bryan Wilcox	President	1 Jan – 31 Dec	Prime Eastern Realty Pty Ltd	Real Estate services
Fred Andriessen	Vice Pres.	1 Jan – 31 Dec	Fred Andriessen & Assoc. Pty Ltd	Real Estate services
Paul Byrne	Treasurer	1 Jan – 31 Dec	Byrne Bros. Realty Pty Ltd	Real Estate services
Christian Payne	Member	1 Jan – 31 Dec	Real Estate Team Pty Ltd	Real Estate services
Jackie Crane	Member	8 Feb – 28 Sept (resigned)	Strathfield Real Estate (Management) Pty Ltd	Real Estate services
Sandra Higgins	Member	1 Jan – 31 Dec	MyPlace Estate Agents Pty Ltd	Real Estate services
Paul Deegan	Member	1 Jan – 31 Dec	Rosecot Pty Ltd	Real Estate services
Neil Johnston	Member	08 Dec – 31 Dec	Rutherford Johnston Properties Pty Ltd	Real Estate services

No Committee member held a company directorship or was a member of a Board of Directors because of their position on the Committee of Management of the Federation.

Signed in accordance with the resolution of the Committee of Management

Date:	10 February 2016
Signature of designated officer:	
Name of designated officer:	BRYAN WILCOX
Office held:	PRESIDENT



THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

FINANCIAL REPORT

31 DECEMBER 2015

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Committee's Report

Your committee members submit the financial report of Real Estate Employers' Federation of NSW for the financial year ended 31 December 2015.

Committee Members

The names of committee members throughout the year and at the date of this report are:

Bryan Wilcox (President)
Fred Andriessen (Vice President)
Paul Byrne
Paul Deegan
Sandra Higgins
Neil Johnston
Christian Payne
Jacqueline Crane (resigned 28/9/2015)

Principal Activities

The principal activities of the Federation during the financial year were to provide support and services to the members of the Federation.

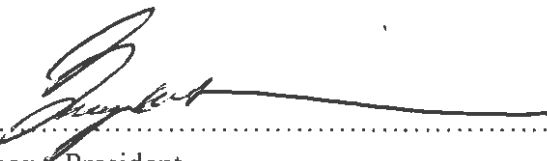
Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The surplus for the year amounted to \$80,842 - (2014 surplus \$52,391).

Signed in accordance with a resolution of the members of the committee.



.....
Bryan Wilcox - President



.....
Paul Byrne - Treasurer

Dated this ^{7th}4 day of February 2016



STIRLING INTERNATIONAL

CHARTERED ACCOUNTANTS

ABN 65 085 182 822

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

We have audited the accompanying financial report, being a special purpose financial report of The Real Estate Employers' Federation of NSW, which comprises the committee's report, the assets and liabilities statement as at 31 December 2015, the statement of cash flows, the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of the Federation is responsible for the preparation of the financial report and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of Section 510(1) of the Industrial Relations Act 1991 and are appropriate to meet the needs of the members. The committee's responsibility also includes such internal controls as the committee determines are necessary to enable the preparation of a financial report that is free of material misstatement.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. These standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

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

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

Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of the Federation as at 31 December 2015 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw your attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist The Real Estate Employers' Federation of NSW to meet the requirements of the Industrial Relations Act 1991. As a result the financial report may not be suitable for any other purpose.

Also in our opinion:

- (a) there were kept by the Federation in respect of the year ended 31 December 2015, satisfactory accounting records detailing the sources and nature of the income of the Federation (including income from members) and the nature and purposes of expenditure; and,
- (b) the attached financial report and other reports, prepared in accordance with Section 510 of the Industrial Relations Act 1991 in relation to the year, were properly drawn up so as to give a true and fair view of:-
 - i) the financial position of the Federation as at 31 December 2015; and
 - ii) the income and expenditure, and result of the Federation for the year ended on that date; and
 - iii) all information, being information which was reasonably wanted for the purpose of the audit, which was required and sought by us or by any person authorised by us, for the purpose of the audit, was provided.

We also understand that to the extent that there was any deficiency, failure or shortcomings in relation to the matters referred to above, we must report particulars and that those particulars, if any, which form part of this report, are attached.

STIRLING INTERNATIONAL

Chartered Accountants



RC WILLIAMS

Partner

Signed at Sydney on 4 February 2016

Level 4, 285 Clarence Street Sydney NSW 2000 Australia

PO Box Q182 Sydney NSW 1230

Telephone (02) 8268 8188 Facsimile (02) 8268 8199

Email office@stirlinginternational.com.au

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

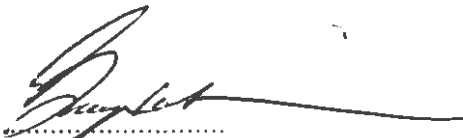
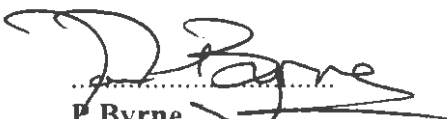
Statement by Members of the Committee

The committee has determined that the Federation is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the attached financial report:-

1. Presents a true and fair view of the financial position of the Federation as at 31 December 2015 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that The Real Estate Employers' Federation of NSW will be able to pay its debts as and when they fall due.

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


.....
B Wilcox
President
.....
P Byrne
Treasurer

Signed at Sydney on 4th February 2016

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Income and Expenditure Statement for the year ended 31 December 2015

	2015 \$	2014 \$
INCOME		
Members' subscriptions	954,747	884,888
Registration-letters of appointment	927	8,568
Member services-briefings	10,030	10,000
Corporate Relationships	13,618	11,818
Interest received	23,269	30,009
	-----	-----
	1,002,591	945,283
	-----	-----
EXPENDITURE		
Audit and accounting fees	8,000	8,000
Committee meeting expenses	39,542	28,954
Depreciation expense	20,220	21,566
Donations	909	1,000
Legal fees	13,035	19,004
PMS Licence fee	77,175	73,500
Provision for employee entitlements	16,697	10,919
Printing postage and stationery	41,726	37,377
Salaries and related costs	559,208	551,270
Strata fees	16,938	15,711
Other administration costs	128,299	125,591
	-----	-----
	921,749	892,892
	-----	-----
Surplus for the year	80,842	52,391
Accumulated funds at the beginning of the year	1,317,863	1,265,472
	-----	-----
Accumulated funds at the end of the year	1,398,705	1,317,863
	=====	=====

The attached notes form part of the financial report.

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Assets and Liabilities Statement as at 31 December 2015

	Note	2015 \$	2014 \$
Current Assets			
Cash at bank and on hand		158,636	126,853
Cash on deposit		1,132,063	966,057
Prepayments	2	5,854	8,433
Interest receivable		5,212	2,490
		-----	-----
Total Current Assets		1,301,765	1,103,833
		-----	-----
Non-Current Assets			
Property, plant and equipment	3	856,485	855,693
		-----	-----
Total Non-Current Assets		856,485	855,693
		-----	-----
Total Assets		2,158,250	1,959,526
		=====	=====
Current Liabilities			
Accounts payable and other payables	4	68,481	60,584
Members' subscriptions received in advance		537,523	437,315
Employee provisions	5	43,238	47,305
		-----	-----
Total Current Liabilities		649,242	545,204
		-----	-----
Non-Current Liabilities			
Employee provisions	5	110,303	96,459
		-----	-----
Total Non-Current Liabilities		110,303	96,459
		-----	-----
Total Liabilities		759,545	641,663
		=====	=====
Net Assets		1,398,705	1,317,863
		=====	=====
Accumulated Funds		1,398,705	1,317,863
		=====	=====

The attached notes form part of the financial report.

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Statement of Cash Flows for the year ended 31 December 2015

	Note	2015 \$	2014 \$
Cash flow from operating activities			
Subscriptions received		1,062,345	942,114
Registration fees received		927	8,568
Other income		23,648	21,818
Interest received		20,547	32,715
Payments to suppliers and employees		(885,536)	(862,925)
		-----	-----
Net cash provided by operating activities	6 (b)	221,931	142,290
		-----	-----
Cash flow from investing activities			
Payment for plant and equipment		(44,142)	(1,079)
Proceeds from sale of motor vehicle		20,000	0
		-----	-----
Net cash used in investing activities		(24,142)	(1,079)
		-----	-----
Net increase in cash held		197,789	141,211
Cash at the beginning of the year		1,092,910	951,699
		-----	-----
Cash at the end of the year	6 (a)	1,290,699	1,092,910
		=====	=====

The attached notes form part of the financial report.

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Notes to the financial statements for the year ended 31 December 2015

1. Summary of Significant Accounting Policies

The financial statements are special purpose financial statements prepared to satisfy the financial reporting requirements of the Industrial Relations Act 1996 and the members. The Committee has determined that the Federation is not a reporting entity.

The financial statements have been prepared on an accrual basis and are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

a) Income Tax

The income of the Federation is exempt from income tax under Section 23(h) of the Income Tax Assessment Act and no provision has been made in the accounts for income tax.

b) Property, Plant and Equipment

Office furniture and equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the Federation commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

c) Employee Provisions

Provision is made for the Federation's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

d) Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less.

e) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Notes to the financial statements for the year ended 31 December 2015

The liability for deferred subscriptions represents the amount of subscription received in advance for the next financial year on the condition that specified services are delivered or conditions fulfilled. The services are usually provided or the conditions usually fulfilled within twelve months of receipt of the funds.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. All revenue is stated net of the amount of goods and services tax (GST).

f) 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 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 assets and liabilities statement are shown inclusive of GST.

g) Accounts Payable and Other Payables

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

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Notes to the financial statements for the year ended 31 December 2015

	2015 \$	2014 \$
2. Prepayments		
Insurance	2,695	3,318
Subscriptions	2,233	2,554
Other	926	2,561
	-----	-----
	5,854	8,433
	=====	=====
3. Property, plant and equipment		
Land and building - at cost	881,158	881,158
Less: accumulated depreciation	(87,399)	(79,381)
	-----	-----
	793,759	801,777
	-----	-----
Office furniture and equipment - at cost	135,831	132,756
Less: accumulated depreciation	(112,121)	(106,900)
	-----	-----
	23,710	25,856
	-----	-----
Motor Vehicle - at cost	41,067	45,594
Less: accumulated depreciation	(2,051)	(17,534)
	-----	-----
	39,016	28,060
	-----	-----
Total property, plant and equipment	856,485	855,693
	=====	=====
4. Accounts payable and other payables		
Trade and other payables	24,318	23,811
GST payable	44,163	36,773
	-----	-----
	68,481	60,584
	=====	=====

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Notes to the financial statements for the year ended 31 December 2015

	2015 \$	2014 \$
5. Employee Provisions		
Current		
Annual leave	43,238	47,305
	=====	=====
Non-Current		
Long service and other leave provision	110,303	96,459
	=====	=====
6. Cash Flow Information		
a) Cash at the end of the year is shown in the assets and liabilities statement as follows:		
Cash at bank and on hand	158,636	126,853
Cash on deposit	1,132,063	966,057
	-----	-----
	1,290,699	1,092,910
	=====	=====
b) Reconciliation of cash flow with operating surplus:		
Operating surplus for the year	80,842	52,391
Non-cash flow in operating surplus:-		
- Depreciation	20,220	21,566
- Charges to provisions	16,697	10,919
- Loss on sale of motor vehicle	3,130	0
- Payments out of provision	(6,920)	0
Changes in assets and liabilities:-		
(Decrease)/increase in other debtors and prepayments	(143)	2,504
Increase in creditors, accruals and subscriptions received in advance	108,105	54,910
	-----	-----
Cash provided by operating activities	221,931	142,290
	=====	=====

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Notes to the financial statements for the year ended 31 December 2015

7. Specified Information for Members

Subsections (1) and (2) of Section 512 of the Industrial Relations Act 1991 provide as follows:

- (a) Section 512 (1):- A member of an organisation, or the Industrial Registrar, may apply to the organisation for specified information prescribed by the regulations in relation to the organisation. (Industrial Relations Regulations 1991, Clause 60).
- (b) Section 512 (2):- An organisation must, on the making of such an application, make the specified information available to the member or the Industrial Registrar in the manner, and within the time, prescribed by the regulations.

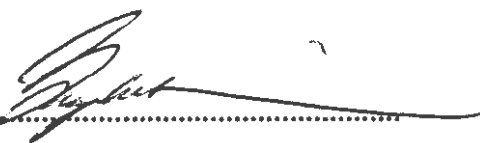
THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Statement by Committee of Management

We, the undersigned members of the Committee of management of The Real Estate Employers' Federation of NSW, hereby certify that in respect of the financial year ended 31 December 2015 that:

- (a) in the opinion of the committee of management the accounts show a true and fair view of the financial affairs of the Federation as at the end of the financial year to which they relate; and
- (b) in the opinion of the committee of management, during the financial year to which the accounts relate, meetings of the committee of management were, in the opinion of the committee, held in accordance with the rules of the Federation; and
- (c) to the knowledge of any member of the committee, there have not been, during the financial year to which the accounts relate, instances where records of the Federation or other documents (not being documents containing information made available to a member of the Federation under section 512 (2) of the 1991 Act, as applied by Section 282(3) of the Industrial relations Act 1996), or copies of those records or other documents, or copies of the rules of the Federation, have not been furnished, or made available, to the members of the Federation in accordance with the Act, this Regulation or the rules of the Federation, as the case may be; and
- (d) in relation to the report prepared in accordance with Section 514 of the 1991 Act as applied by Section 282(3) of the Industrial Relations Act 1996 by the auditor of the Federation in respect of the financial year immediately preceding the financial year to which the accounts relate and in relation to any accounts and statements prepared in accordance with Section 510 (1) of the 1991 Act to which that report relates, the Federation has complied with Section 517 (1) of the 1991 Act and whichever of subsections (5) and (6) of that section of that Act is applicable.

This certificate is in accordance with a resolution passed by the committee of management of the Federation in relation to the matters to be stated in the certificate.



Bryan Wilcox - President



Paul Byrne - Treasurer

Signed at Sydney on ^{4th} February 2016

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Statement by the Accounting Officer

I, Greg Paterson, the Accounting Officer of The Real Estate Employer's Federation of NSW

hereby certify that to the best of my knowledge and belief that:

there were 1,473 members of this organisation as at the end of the financial year ended 31 December 2015;

and in my opinion:

- (a) the accounts show a true and fair view of the financial affairs of the Federation as at the end of the financial year; and
- (b) a record has been kept of all monies paid by, or collected from, members of the Federation, and all money so paid or collected has been properly credited to the bank account or accounts to which the money is to be credited, in accordance with the rules of the Federation; and
- (c) before any expenditure was incurred by the Federation, approval of the incurring of the expenditure was obtained in accordance with the rules of the Federation; and
- (d) no payment was made out of a fund referred to in clause 57 (b) (xiii) or (xv) of the Regulation for a purpose other than the purpose for which the fund was operated; and
- (e) all loans or other financial benefits granted to persons holding office in the Federation were authorised in accordance with the rules of the Federation; and
- (f) the register of members of the Federation was maintained in accordance with the Industrial Relations Act 1996.



.....
GREG PATERSON
Accounting Officer

Signed at Sydney on ^{4th} February 2016

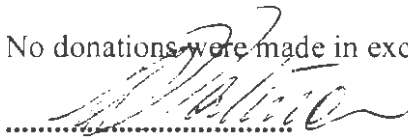
THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Statement of Particulars of Loans, Grants and Donations by Executive Director of an Organisation

I, Greg Paterson, Executive Director of The Real Estate Employers' Federation of NSW states, in respect of the financial year of the Federation ending 31 December 2015 that:

Relevant particulars are lodged herewith in relation to each donation of an amount exceeding \$1,000, which were made by the abovementioned Federation during the financial year:

No donations were made in excess of \$1,000.



GREG PATERSON
Executive Director

Signed at Sydney on 4th February 2016

THE REAL ESTATE EMPLOYERS' FEDERATION OF NSW

Certificate by the Secretary

I, Greg Paterson, hereby certify that the documents lodged herewith are true copies of the financial report, auditors' report, and certificates of the Federation which were presented to the general meeting of members of the Federation held on 29 February 2016, in respect of the financial year ending 31 December 2015.

The documents lodged herewith are:

- (a) copies of the Financial report prepared in accordance with the requirements of Section 510(1) of the Act and clause 58 of the 1992 Regulation; as applied by Section 282(3) of the Industrial Relations Act 1996 (an account of income and expenditure and an account of assets and liabilities); and
- (b) a copy of the certificate given by the accounting officer of the Federation in accordance with the requirements of Section 510(2) of the 1991 Act and clause 59(1)(a) of the 1992 Regulation; and
- (c) a copy of the certificate given by the committee of management in accordance with the requirements of Section 510(2) of the 1991 Act and clause 59(1)(b) of the 1992 Regulation; and
- (d) a copy of the report of the auditor of the Federation prepared in accordance with the requirements of Section 514 of the 1991 Act; and
- (e) a statement by an officer of the organisation in respect of loans, grants or donations by the organisation which are notifiable in accordance with the requirements of Section 280 of the 1996 Act.



GREG PATERSON
Executive Director

Signed at Sydney on 4th February 2016



15 January 2016

Mr Greg Paterson
Executive Director
Real Estate Employers' Federation
Sent via email: admin@reef.org.au

Dear Mr Paterson,

**Re: Lodgement of Financial Report - [FR2015/420]
Fair Work (Registered Organisations) Act 2009 (the RO Act)**

The financial year of the Real Estate Employers' Federation (the reporting unit) ended on 31 December 2015.

This is a courtesy letter to remind you of the obligation to prepare and lodge the financial report for the reporting unit by the due date under s.268 of the RO Act, namely 15 July 2016 (being the expiry date of 6 months and 14 days from the end of the financial year).

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. For your assistance, the attached *Timeline/Planner* summarises these requirements.

Fact sheets and guidance notes in relation to financial reporting under the RO Act are provided on the Fair Work Commission website. Further, the General Manager's updated Reporting Guidelines that apply to all financial reports prepared on or after 30 June 2014 are also available on the website supported by a webinar presentation.

The Fair Work Commission has developed a model set of financial statements. 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. The model statement and other resources can be accessed through our website under [Financial Reporting](#) in the Compliance and Governance section.

I request that the financial report and any statement of loans, grants or donations made during the financial year (statement must be lodged within 90 days of end of financial year) be emailed, rather than posted, to orgs@fwc.gov.au. A sample statement of loans, grants or donations is available at [sample documents](#).

It should be noted that s.268 is a civil penalty provision. Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention) being imposed upon an officer whose conduct led to the contravention and/or your organisation.

Should you wish to seek any clarification in relation to the above, please contact me on (03) 8656 4699 or via email at Sam.Gallichio@fwc.gov.au.

Yours sincerely,

Sam Gallichio
Adviser
Regulatory Compliance Branch

TIMELINE/ PLANNER

Financial reporting period ending:	/ /	
Prepare financial statements and Operating Report.		
<p>(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.</p> <p>(b) A #designated officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).</p>	/ /	As soon as practicable after end of financial year
Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /	<p>Within a reasonable time of having received the GPFR</p> <p>(NB: Auditor's report must be dated on or after date of Committee of Management Statement)</p>
<p>Provide full report free of charge to members – s265</p> <p>The full report includes:</p> <ul style="list-style-type: none"> the General Purpose Financial Report (which includes the Committee of Management Statement); the Auditor's Report; and the Operating Report. 	/ /	<p>(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting,</p> <p>or</p> <p>(b) in any other case including where the report is presented to a Committee of Management meeting*, the report must be provided to members within 5 months of end of financial year.</p>
Present full report to:		
(a) General Meeting of Members - s266 (1),(2); OR	/ /	Within 6 months of end of financial year
(b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3)	/ /	Within 6 months of end of financial year
Lodge full report with the Fair Work Commission, together with the #Designated Officer's certificate++ – s268	/ /	Within 14 days of meeting

* the full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

The Committee of Management Statement and the Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the statement or certificate – s243.

++ The Designated Officer's certificate must state that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. The certificate cannot be signed by a non-elected official.