



FAIR WORK  
AUSTRALIA

17 May 2012

Mr Henry Pearson Lawrence  
Branch Secretary  
United Firefighters' Union of Australia  
Aviation Branch  
PO Box 966  
SUNBURY VIC 3429

By email: [ufuavat1@bigpond.com.au](mailto:ufuavat1@bigpond.com.au)

Dear Mr Lawrence

**Financial report for year ended 30 June 2011 – FR2011/2620  
Fair Work (Registered Organisations) Act 2009 – (RO Act)**

I acknowledge receipt of the new designated officer's certificate dated 7 May 2012. Together with the financial report lodged with Fair Work Australia on 19 December 2011, the financial documents are now filed.

In future please ensure the full report is presented to a general meeting of members of the UFUA Aviation Branch as required under s.266 of the RO Act. The reporting unit cannot present the full report to a meeting of the committee of management unless appropriate alterations to the UFUA rules are passed by the relevant body and certified by Fair Work Australia. At present only the UFUA National Office [r.31A(1)], the UFUA New South Wales Branch [Schedule 1 r.4] and the UFUA Queensland Branch [Schedule 3 r.6] have such a rule to allow the full report to be presented to a committee of management of the reporting unit.

If you wish to discuss any matters contained in this correspondence please do not hesitate to contact me on (03) 8661 7989 (Tuesday – Friday) or by email at [cynthia.lobooth@fwa.gov.au](mailto:cynthia.lobooth@fwa.gov.au)

Yours sincerely

Cynthia Lo-Booth  
Organisations, Research and Advice

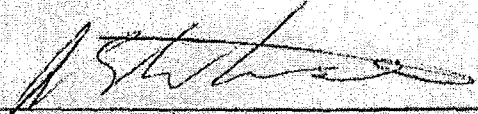
Cc: Mr Michael Farrell  
Committee Member

A.B.N. 96 533 521 914

**DESIGNATED OFFICER'S CERTIFICATE**

I, Andrew Stenhouse of 9 Pott Street, Moll NT and I, Michael Farrell of 56 Main Street, Romsey Vic certify that:

- (a) We are members of the committee of United Firefighters Union of Australia - Aviation Branch.
- (b) We attended the annual general meeting of members of the United Firefighters Union of Australia - Aviation Branch held on the 3<sup>RD</sup> day of MAY 2012
- (c) This annual statement was submitted at the annual general meeting.
- (d) We confirm that the documents lodged are copies of the documents presented to the meeting.
- (e) We confirm that the documents were provided to the members.

Committee Member:   
Andrew Stenhouse

Committee Member:   
Michael Farrell

Dated this 7<sup>th</sup> day of May 2012



FAIR WORK  
AUSTRALIA

1 March 2012

Mr Michael Farrell  
Branch Secretary  
United Firefighters' Union of Australia  
Aviation Branch  
PO Box 966  
SUNBURY VIC 3429

By email: [ufuavat1@bigpond.com.au](mailto:ufuavat1@bigpond.com.au)

Dear Mr Farrell

**Financial report for year ended 30 June 2011 – FR2011/2620  
Fair Work (Registered Organisations) Act 2009 – (RO Act)**

I acknowledge receipt of your correspondence dated 27 February 2012 seeking an extension of time to present the full report to a general meeting of members under s.266 of the RO Act.

Section 266 relevantly provides:

*(1) Subject to subsection (2), the reporting unit must cause the full report to be presented to a general meeting of the members of the reporting unit within the period of 6 months starting at the end of the financial year (or such longer period as is allowed by the General Manager under subsection 265(5)).*

*Note: This subsection is a civil penalty provision (see section 305).*

*(2) If the rules of the reporting unit permit a general meeting to be a series of meetings at different locations, the presenting of the full report to such a series of meetings is taken to be the presenting of the report to a general meeting. The general meeting is taken to have occurred at the time of the last of the meetings in the series.*

Section 265 relevantly states:

*(5) The copies referred to in subsection (1) must be provided within:*

*(a) if a general meeting of members of the reporting unit to consider the reports is held within 6 months after the end of the financial year—the period starting at the end of the financial year and ending 21 days before that meeting; or*

*(b) in any other case—the period of 5 months starting at the end of the financial year.*

*The General Manager may, upon application by the reporting unit, extend the period during which the meeting referred to in paragraph (a) may be held, or the period set out in paragraph (b), by no more than one month.*

*Note: This subsection is a civil penalty provision (see section 305).*

11 Exhibition Street Telephone: (03) 8661 7777  
Melbourne VIC 3000 International: (613) 8661 7777  
GPO Box 1994 Facsimile: (03) 9655 0401  
Melbourne VIC 3001 Email: melbourne@fwa.gov.au

Accordingly, if the General Manager or her Delegate was to grant an extension of time to present the full report to a general meeting of members, the longest period of time permitted under ss266(1) and 265(5) is one month which had expired on 31 January 2012.

In my previous correspondence dated 30 December 2011 I had advised that the full report was required to be presented to a general meeting by 31 December unless the General Manager granted a one month extension.

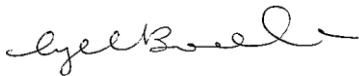
There is no power under the RO Act for the General Manager to grant an extension of time beyond one month.

To expedite the matter, the reporting unit must schedule a general meeting/series of meetings as permitted by Rule 55(1) of the UFUA Rules as soon as possible. The reporting unit must then provide written advice of the date/dates of the general meeting/series of meetings to this office immediately. This will allow us to anticipate when the s268 designated officer's certificate should be lodged to conclude this matter.

Once the general meeting/series of meetings has/have occurred to present the full report a new s268 certificate must be lodged. Additionally, please note s266(2) provides that the general meeting is taken to have occurred at the time of the last of the meetings in the series.

If you wish to discuss any matters contained in this correspondence I may be contacted on (03) 8661 7989 (Tuesday – Friday) or by email at [cynthia.lobooth@fwa.gov.au](mailto:cynthia.lobooth@fwa.gov.au)

Yours sincerely

A handwritten signature in black ink, appearing to read 'Cynthia Lo-Booth', with a stylized flourish at the end.

Cynthia Lo-Booth  
Organisations, Research and Advice



**PROUD TO BE UNION**

Registered Office:

86A O'Shanassy St, Sunbury, Victoria 3429

Postal Address: PO Box 966, Sunbury 3429

Ph: (03) 9746 3722 Fax: (03) 9746 3766

Email: [ufuavat1@bigpond.com.au](mailto:ufuavat1@bigpond.com.au)

ABN: 96 533 521 914

27 February 2012

MaryAnne Guina  
Team Manager  
Fair Work Australia  
GPO Box 1994  
Melbourne Vic 3001

Dear Ms Guina,

Financial report for year ended 30 June 2011

I write as a result of our telephone discussion earlier today in providing further information for your consideration.

The financial report of the Aviation Branch of the United Firefighters Union (UFUA) for the year ending 30<sup>th</sup> June 2011 was lodged with Fair Work Australia (FWA) on the 19<sup>th</sup> December 2011.

We were subsequently advised by Ms Cynthia Lo-Booth from Organisations, Research and Advice of FWA that the full report was presented to the incorrect body. In fact we had presented the report to the Branch Committee of Management (BCOM) for ratification as per advice previously received on this matter which; has since been deemed by FWA to be an invalid method of adoption.

The correspondence in question received from FWA advised that a general meeting of Aviation Branch members was required to be convened to consider the financial documentation (as has been done in past years) and that the meetings were to be arranged for January 2012.

This was then our intention however; unfortunately we inadvertently missed the time frame allotted to hold those general meetings. We do apologise for that oversight.

We therefore now inquire of FWA if there is provision for and a possibility of an extension of time to conduct the general meetings?

If so, we would appreciate that additional time so that; the financial report can then be considered by the membership as previously advised and consistent with the correspondence received from FWA on this matter.

Yours sincerely,

Mick Farrell  
Branch Secretary

## LO-BOOTH, Cynthia

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**From:** LO-BOOTH, Cynthia  
**Sent:** Thursday, 19 January 2012 12:12 PM  
**To:** Michael Farrell  
**Subject:** Section 266(3) - 5% of members rule - full report to be presented to general meeting of members  
**Attachments:** R2006\_209\_decision.pdf

Dear Michael,

Further to our conversation, I have looked closely at sub-rule 55(2) of the UFUA Rules and I thought it may be clearer to set out my answer in writing. However, please do not hesitate to contact me if you have any questions about the matter after reading this email.

It appears that none of the UFUA Branches can rely on sub-rule 55(2) to present the full report to a committee of management.

This is due to the words *"If a request in writing signed by at least one twentieth of the financial members of the Branch..."*

In the decision of R2006/209 (attached) there was a rule alteration for another registered organisation that certified a rule allowing *"5% of financial members to request a meeting"* in hope to satisfy s266(3) of the RO Act. Section 266(3) states that *"(I)f the rules of the reporting unit provide for a specified percentage (not exceeding 5%) of members to be able to call a general meeting of the reporting unit for the purpose of considering the auditor's report, the general purpose financial report and the operating report, the full report may instead be presented to a meeting of the committee of management of the reporting unit that is held within the period mentioned in subsection (1)."*

In that matter (R2006/209) the current Delegate, Mr Terry Nassios, who at the time of the decision was the Acting Industrial Registrar, decided that the *"...the impost on members in the recently certified rules is greater than the statutory requirement. Accordingly, if the organisation or its branches wish to avail themselves of the benefit of subsection 266(3) the organisation will have to pass further rule alterations deleting the references to "financial"..."*  
This is still Mr Nassios' position.

Therefore, because of the inclusion of the word "financial", none of the UFUA Branches can rely on sub-rule 55(2) to present the full report to the Branch Committee of Management. Please note that the Queensland Branch has a specific "5% of members" rule in rule 6 of Schedule 3 that satisfies s266(3), and at present only the Queensland Branch of the UFUA and the National Office (r.31A) can present the full report to their respective committee of management.

Accordingly, in the absence of a rule that satisfies the requirements of s266(3) the Aviation Branch is required to present the full report to a general meeting of members. Please provide me some written indication when the general meeting will be scheduled as this will be entered into our records.

If, in the future, the Aviation Branch wish to present the full report to the Branch COM there are two avenues available:

- 1) the Aviation Branch may wish to make a rule alteration that mirrors r.6 of Schedule 3; or
- 2) the National COM can make a rule alteration to delete the word "financial" in sub-rule 55(2).

I also note that the Aviation Branch had always presented the full report to a Branch general meeting dating back to 2005 (FR2005/453, FR2006/380, FR2007/502, FR2008/297, FR2009/313 and FR2010/2606) but for this financial report (FR2011/2620) the Aviation Branch presented to the Branch COM. This also occurred with another Branch of the UFUA, I have asked both the Aviation and the other Branch to present the full report to a general meeting of members.

Please contact me if you have any questions. Thank you.

Regards,

**CYNTHIA LO-BOOTH**

Organisations, Research and Advice

**Fair Work Australia**

Tel: 03 8661 7989

Fax: 03 9655 0410

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FAIR WORK  
AUSTRALIA

30 December 2011

Mr Michael Farrell  
Branch Secretary  
United Firefighters' Union of Australia  
Aviation Branch  
PO Box 966  
SUNBURY VIC 3429

By email: [ufuavat1@bigpond.com.au](mailto:ufuavat1@bigpond.com.au)

Dear Mr Farrell

**Financial report for year ended 30 June 2011 – FR2011/2620**  
**Fair Work (Registered Organisations) Act 2009 – (RO Act)**  
**Fair Work (Registered Organisations) Regulations 2009 – (RO Regulations)**

I acknowledge receipt of the financial report for the Aviation Branch of the United Firefighters' Union of Australia (UFUA) for the year ended 30 June 2011. The financial report was lodged with Fair Work Australia (FWA) on 19 December 2011.

The financial report has not been filed as the designated officer's certificate dated 16 December 2011 reveals that the full report was presented to the incorrect body, namely the National Committee of Management. A reporting unit may only present a full report to a meeting of the committee of management if the organisation rules provide for a "5 per cent rule" in accordance with s.266(3) of the RO Act.

Section 266(3) relevantly states:

*If the rules of the reporting unit provide for a specified percentage (not exceeding 5%) of members to be able to call a general meeting of the reporting unit for the purpose of considering the auditor's report, the general purpose financial report and the operating report, the full report may instead be presented to a meeting of the committee of management of the reporting unit...*

It appears from the UFUA rules only the National Office [Rule 31A] and the Queensland Branch [Rule 6 Schedule 3] has such a 5 per cent rule to allow for the National Office and the Queensland Branch to present their full reports to a meeting of their respective committees.

Accordingly, the Aviation Branch is required to present the full report to a general meeting of members in accordance with s.266(1) of the RO Act as soon as possible. The time restriction to present the full report to a general meeting of members is within six months starting at the end of the financial year (31 December) unless the General Manager grants a one month extension under s265(5).

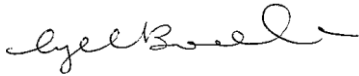
The reporting unit should follow the suggested procedure below to ensure the financial report is promptly filed:



1. Seek an extension of time under s265(5) of the RO Act from the General Manager. There is no particular form. The application can be done in the style of a letter quoting the section number. The maximum time extension permitted is one month.
2. Schedule a general meeting of Aviation members in January 2012 and present the full report to the general meeting; and
3. Prepare, sign and lodge a new designated officer's certificate to provide details of when the full report is presented to the general meeting of members. The first two paragraphs of the certificate stating that the "documents lodged are copies of the full report..." and the "full report was provided to members on 21 November 2011" should remain the same. The certificate should be signed off *only after* the full report has been presented at the general meeting.

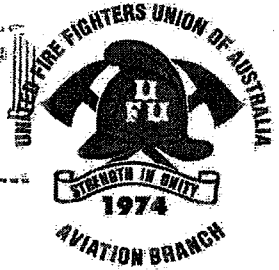
If you wish to discuss any matters contained in this correspondence I may be contacted on (03) 8661 7989 (Tuesday – Friday) or by email at [cynthia.lobooth@fwa.gov.au](mailto:cynthia.lobooth@fwa.gov.au) I will be on leave until 9 January 2012 (inclusive). If you require urgent assistance you may contact my manager, MaryAnne Guina, on (03) 8661 7984.

Yours sincerely



Cynthia Lo-Booth  
Organisations, Research and Advice

RECEIVED  
19 DEC 2011



BY: \_\_\_\_\_

**PROUD TO BE UNION**  
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ABN: 96 533 521 914

16 December 2011

**Strictly Private and Confidential**



Ms Cynthia Lo-Booth  
Tribunal Services and Organisations  
Fair Work Australia  
GPO Box 1994  
MELBOURNE VIC 3001

Dear Ms Lo-Booth


**United Firefighters Union of Australia – Aviation Branch  
Designated Officer's Certificate**

I, Michael Farrell, being the Secretary of the United Firefighters Union of Australia – Aviation Branch certify:

- that the documents lodged herewith are copies of the full report, referred to in s268 of the Fair Work (Registered Organisations) Act 2009 being financial report for the year ended 30 June 2011; and
- that the full report was provided to members on 21<sup>st</sup> November 2011; and
- that the full report was presented to a meeting of the National Committee of Management of the reporting unit on 6 December 2011; in accordance with section 266 of the Fair Work (Registered Organisations) Act 2009.

Should you have any queries in relation to the Financial Statements, please do not hesitate to me.

Yours sincerely

  
**MICHAEL FARRELL**  
**Secretary**

Encl

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**  
**AVIATION BRANCH**  
**ABN: 96 533 521 914**

**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**30 JUNE 2011**



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**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**For the year ended 30 June 2011**

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**Contents**

Operating Report .....	3
Committee of Management Certificate .....	6
Independent Audit Report .....	8
Statement of Comprehensive Income.....	10
Balance Sheet .....	11
Statement of Changes in Members' Funds.....	12
Cash Flow Statement.....	13
Notes to the Financial Statements .....	14

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Operating Report**  
**For the year ended 30 June 2011**

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In accordance with section 254 of the Fair Work (Registered Organisations) Act 2009 ("the ACT"), your Committee of Management present their report on the Union for the financial year ended 30 June 2011.

**Principal Activities**

The principal activities of United Firefighters' Union of Australia - Aviation Branch during the financial year was to represent professional firefighters and their safety.

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

**Operating result**

The operating surplus of the Union for the financial year amounted to \$17,243 (2010: \$17,858). No provision for tax was necessary as the reporting unit is exempt from income tax.

**Significant Changes in State of Affairs**

No significant changes in the union's state of affairs occurred during the financial year.

**After balance day events**

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

**Rights of Members**

Subject to the rules of the organisation and Sec 174 of the Fair Work (Registered Organisations) Act 2009, members have the right to resign from membership of the organisation by written notice addressed to and delivered to the secretary of the organisation.

**Superannuation Officeholders**

One member of the committee, David Arnott, is a Director of AvSuper Pty Ltd which acts as trustee of AvSuper. Av Super was established to provide superannuation benefits to employees in Airservices Australia and some employees of the Civil Aviation Safety Authority.

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Operating Report**  
**For the year ended 30 June 2011**

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**Other Prescribed Information**

In accordance with Regulation 159 of the Fair Work (Registered Organisations) Act 2009:

- (a) the number of persons that were at the end of the financial year recorded in the register of members for section 230 of the Fair Work (Registered Organisations) Act 2009 and who are taken to be members of the registered organisation under section 244 of the Fair Work (Registered Organisations) Act 2009 was 663.
- (b) the number of persons who were at the end of the financial year employees of the organisation including both full and part time employees measured on a full time equivalent basis was 2.
- (c) the name of each person who has been a member of the Committee of Management of the organisation at any time during the financial year, and the periods for which they held such a position were:

<b>Names</b>	<b>Position</b>	<b>Period</b>
Andrew Stenhouse	President	1 July 2010 - present
Michael Farrell	Branch Secretary	1 July 2010 - present
John Hancox	Senior Vice President	1 July 2010 - present
Jon Vaughan	Branch Committee of Management	1 July 2010 - present
Jake Callaghan	Branch Committee of Management	1 July 2010 - present
David Amott	Branch Committee of Management	1 July 2010 - present
Mal Lacy	Branch Committee of Management	1 July 2010 - present
Ricky Nolan	Branch Committee of Management	1 July 2010 - present
Simon Osborn	Branch Committee of Management	1 July 2010 - present
Mark Nind	Branch Committee of Management	1 July 2010 - present
Alan Lerpiniere	Branch Committee of Management	1 July 2010 - present
John Ring	Branch Committee of Management	1 July 2010 - present

The accompanying notes form part of these financial statements.

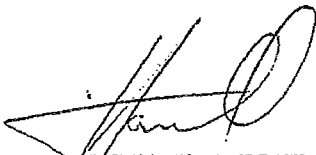
**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Operating Report**  
**For the year ended 30 June 2011**

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**Other Relevant Information**

Nil.

Signed for and on behalf of the Committee of Management:



**MICHAEL FARRELL**  
**BRANCH SECRETARY**

Dated this 14<sup>th</sup> day of November 2011.

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Committee of Management Certificate**  
**For the year ended 30 June 2011**

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On the 14 day of November 2011 the Committee of Management of the United Firefighters' Union of Australia - Aviation Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2011.

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

- (a) the financial statements and notes have been prepared in accordance with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Fair Work Australia;
- (c) the financial statements and notes show a true and fair view of the financial performance, financial position and cash flows of the reporting unit as at 30 June 2011;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of the year;
  - (i) meetings of the Committee were held during the year ended 30 June 2011, in accordance with the rules of the organisation including the rules of a branch concerned;
  - (ii) the financial affairs of the Union have been managed in accordance with the rules of the organisation including the rules of a branch concerned, and
  - (iii) the financial records of the Union have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009, and
  - (iv) the financial records of the union have been kept as far as practicable, in a consistent manner to each of the other branches of the organisation; and
  - (v) no information was sought by any member of the reporting unit or General Manager of Fair Work Australia under section 272 of the Fair Work (Registered Organisations) Act 2009; and
  - (vi) no orders have been made by the Commission under section 273 of the Fair Work (Registered Organisations) Act 2009.
- (f) In relation to the recovery of wages activity
  - (i) There were no recovery of wages activity for the Union during the year ended 30 June 2011.

**The accompanying notes form part of these financial statements.**

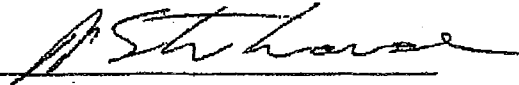


**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Committee of Management Certificate**  
**For the year ended 30 June 2011**

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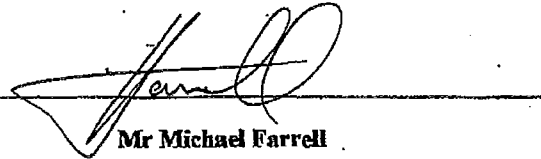
Signed on behalf of the Committee of Management:

President:



**Mr Andrew Stenhouse**

Secretary:



**Mr Michael Farrell**

Dated this 14<sup>th</sup> day of November 2011.

**The accompanying notes form part of these financial statements.**

**UNITED FIREFIGHTERS' UNION OF AUSTRALIA - AVIATION BRANCH****INDEPENDENT AUDIT REPORT TO THE MEMBERS OF UNITED FIREFIGHTERS'  
UNION OF AUSTRALIA - AVIATION BRANCH****The Financial Report and committee of management's responsibility**

We have audited the financial report of United Firefighters' Union of Australia- Aviation Branch for the financial year ended 30 June 2011 comprising the committee of management statement, balance sheet, income statement, statement of changes in members' funds, statement of cash flows and accompanying notes to the financial statements as set out on pages 6 to 7 and 10 to 29.

The committee of management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditor's Responsibility**

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

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

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

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report; and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the committee of management.

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

**Independence**

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

**JOHN AGOSTINELLI - HENRY V PERLEN**

Level 2 200 Lygon Street Carlton Victoria 3053

PO Box 88 Carlton South Victoria 3053

Telephone (03) 9654 2022. Facsimile (03) 9654 2044

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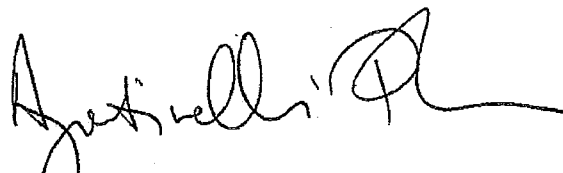
**UNITED FIREFIGHTERS' UNION OF AUSTRALIA - AVIATION BRANCH**

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF UNITED  
FIREFIGHTERS' UNION OF AUSTRALIA – AVIATION BRANCH**

**Auditor's Opinion**

In our opinion, the general purpose financial report of United Firefighters' Union of Australia-Aviation Branch presents fairly the financial position and results of its operations and its cash flows for the financial year ended 30 June 2011, in accordance with the following that apply in relation to the reporting unit:

- (a) the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009; and
- (b) Australian Accounting Standards (including the Australian Accounting Interpretations); and
- (c) Other mandatory professional reporting requirements.



**AGOSTINELLI PERLEN  
CHARTERED ACCOUNTANTS**



**HENRY PERLEN  
PARTNER**

Dated at Carlton, Victoria this 25<sup>th</sup> day of November 2011

**United Firefighters Union of Australia - Aviation Branch**

ABN 96 533 521 914

**Statement of Comprehensive Income**

For the year ended 30 June 2011

		2011 \$	2010 \$
Revenue	3	420,694	363,277
Cost of sales		(1,605)	(6,319)
<b>Gross profit</b>		<u>419,089</u>	<u>356,958</u>
Selling expenses		(1,133)	(520)
Administration expenses		(391,130)	(328,996)
Finance Costs		(9,583)	(9,583)
<b>Operating profit</b>		<u>17,243</u>	<u>17,858</u>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Balance Sheet**  
**For the year ended 30 June 2011**

	Note	2011 \$	2010 \$
<b>Current Assets</b>			
Cash assets	5	403,420	385,370
Inventories	6	<u>5,085</u>	<u>3,406</u>
<b>Total Current Assets</b>		<u><b>408,505</b></u>	<u><b>388,776</b></u>
<b>Non-Current Assets</b>			
Other financial assets	7	10	10
Property, plant and equipment	8	<u>10,481</u>	<u>2,426</u>
<b>Total Non-Current Assets</b>		<u><b>10,491</b></u>	<u><b>2,436</b></u>
<b>Total Assets</b>		<u><b>418,996</b></u>	<u><b>391,212</b></u>
<b>Current Liabilities</b>			
Trade & Other Payables	9	14,143	5,051
Provisions	10	<u>114,575</u>	<u>67,276</u>
<b>Total Current Liabilities</b>		<u><b>128,718</b></u>	<u><b>72,327</b></u>
<b>Non-Current Liabilities</b>			
Provisions	10	-	45,852
<b>Total Non-Current Liabilities</b>		<u>-</u>	<u><b>45,852</b></u>
<b>Total Liabilities</b>		<u><b>128,718</b></u>	<u><b>118,179</b></u>
<b>Net Assets</b>		<u><b>290,278</b></u>	<u><b>273,033</b></u>
<b>Equity</b>			
Surplus attributable to members	11	<u>290,278</u>	<u>273,033</u>
<b>Total Members' Funds</b>		<u><b>290,278</b></u>	<u><b>273,033</b></u>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Statement of Changes in Members' Equity**  
**For the year ended 30 June 2011**

	Retained Earnings	Asset Revaluation Reserve	Total
	\$	\$	\$
Balance at 1 July 2010	273,035	-	273,035
Surplus attributable to members	17,243	-	17,243
<b>Balance at 30 June 2011</b>	<b>290,278</b>	<b>-</b>	<b>290,278</b>

	Retained Earnings	Asset Revaluation Reserve	Total
	\$	\$	\$
Balance at 1 July 2009	255,177	-	255,177
Surplus attributable to members	17,858	-	17,858
<b>Balance at 30 June 2010</b>	<b>273,035</b>	<b>-</b>	<b>273,035</b>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**

ABN 96 533 521 914

**Statement of Cash Flow  
For the year ended 30 June 2011**

	2011 \$	2010 \$
<b>Cash Flow From Operating Activities</b>		
Receipts from customers	401,929	352,598
Payments to Suppliers and employees	(383,058)	(304,717)
Interest received	18,764	10,678
Interest and other costs of finance	(9,913)	(9,583)
Net cash provided by (used in) operating activities (Note 17)	<u>27,722</u>	<u>48,976</u>
<b>Cash Flow From Investing Activities</b>		
<b>Payment for:</b>		
Payments for property, plant and equipment	(9,672)	-
Net cash provided by (used in) investing activities	<u>(9,672)</u>	<u>-</u>
Net increase (decrease) in cash held	18,050	48,976
Cash at the beginning of the year	<u>385,370</u>	<u>336,394</u>
Cash at the end of the year (Note 16)	<u>403,420</u>	<u>385,370</u>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

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**Note 1: Statement of Significant Accounting Policies**

**(a) General information**

This financial report covers United Firefighters' Union of Australia - Aviation Branch as an individual entity. United Firefighters' Union of Australia - Aviation Branch.

**(b) Basis of preparation**

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of this financial report are presented below. They have been consistently applied unless otherwise stated.

The financial report has been prepared on an accruals basis and is based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

**(c) Comparatives**

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

**(d) Inventories**

Inventories are made up of promotional stock on hand and are measured at the lower of cost and net realisable value.

**(e) Property, plant and equipment**

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

The accompanying notes form part of these financial statements.



## United Firefighters Union of Australia - Aviation Branch

ABN 96 533 521 914

### Notes to the Financial Statements For the year ended 30 June 2011

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#### Plant and equipment

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

#### Depreciation

The depreciable amount of all fixed assets is depreciated on a straight line or diminishing value basis over the asset's useful life, and to the union commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

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

Office Equipment – Diminishing value basis	7.5 – 40 %
Office Equipment – Prime cost basis	10 – 25 %

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

#### (f) Investments (financial assets)

##### Available-for-sale financial assets

All investments are classified as available-for-sale financial assets. Available-for-sale financial assets are reflected at fair value unless their fair value cannot be reliably measured. Unrealised gains and losses arising from changes in fair value are taken directly to equity.

##### Fair value

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

##### Recognition

Financial assets are initially measured at cost of trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below.

#### (g) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the balance sheet.

The accompanying notes form part of these financial statements.

## United Firefighters Union of Australia - Aviation Branch

ABN 96 533 521 914

### Notes to the Financial Statements For the year ended 30 June 2011

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**(h) Employee benefits**

Provision is made for the union's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at present value of the estimated future cash outflows to be made for those benefits. A probability of the future payout was determined.

**(i) Provisions**

Provisions are recognised when the union has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at reporting date.

**(j) Income Taxes**

No provision for income tax has been raised as the Union is exempt from income tax under Div 50 of the Income Tax Assessment Act 1997.

**(k) Revenue**

Revenue from membership dues is accounted for on a cash receipts basis.

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

Revenue recognition relating to the provision of services is determined with reference to the stage of completion of the transaction at the reporting date and where the outcome of the contract can be estimated reliably. Stage of completion is determined with reference to the services performed to date as a percentage of total anticipated services to be performed. Where the outcome cannot be estimated reliably, revenue is recognised only to the extent that related expenditure is recoverable.

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

**(l) Borrowing Costs**

Borrowing costs directly attributable to the acquisition, construction or production of assets that necessarily take a substantial period of time to prepare for their intended use or sale, are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

All other borrowing costs are recognised in profit and loss the period in which they are incurred.

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

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**(m) 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 balance sheet are shown inclusive of GST.

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

**Note 2: Notice Required Under The Fair Work (Registered Organisation) Act 2009**

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

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

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

	2011	2010
	\$	\$
<hr/>		
<b>Note 3: Revenue and Other Income</b>		
<b>Revenue:</b>		
Interest revenue	18,764	10,678
Membership Fees	396,044	349,186
Reimbursements	5,886	3,413
	<u>420,694</u>	<u>363,277</u>

**Note 4: Surplus from Ordinary Activities**

Surplus from ordinary activities has been determined after:

**Charging as an Expense:**

Change in Inventories	(1,679)	2,160
<i>Depreciation of non-current assets:</i>		
- Property, Plant & Equipment	1,617	1,477
<b>Leasing Charges</b>		
Novated Lease	9,583	9,583

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**

ABN 96 533 521 914

Notes to the Financial Statements

For the year ended 30 June 2011

	2011 \$	2010 \$
<b>Note 5: Cash assets</b>		
<b>Cash and Cash Equivalents:</b>		
Cash At Bank - Conference Account	84,604	63,620
Cash at Bank - Staff Account	76,873	69,025
Cash at Bank - Bendigo Bank	40,884	63,776
Cash at Bank - Members Equity	40,233	38,203
Cash at Bank - RegionalOne Credit Union	26,419	378
Cash at Bank - Credit Union Australia	189	209
Petty Cash Imprest	20	20
<b>Financial Assets:</b>		
Term Deposit - Bendigo Bank	73,886	68,628
Term Deposit - Credit Union Australia	60,312	57,522
Term Deposit - RegionalOne Credit Union		23,989
	<u>403,420</u>	<u>385,370</u>

**Note 6: Inventories**

**Current**

Stock on Hand	<u>5,085</u>	<u>3,406</u>
	<u>5,085</u>	<u>3,406</u>

**Note 7: Financial Assets**

**Non-Current**

Shares in other companies - at cost		
Regional One Credit Union	<u>10</u>	<u>10</u>
	<u>10</u>	<u>10</u>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**

ABN 96 533 521 914

**Notes to the Financial Statements**

For the year ended 30 June 2011

	2011 \$	2010 \$
<b>Note 8: Property, Plant and Equipment</b>		
Office Furniture and Equipment:		
- At cost	28,931	19,259
- Less: Accumulated Depreciation	<u>(18,450)</u>	<u>(16,833)</u>
	<u>10,481</u>	<u>2,426</u>

**Movements in Carrying Amounts**

Movement in the carrying amounts for each class of property, plant and equipment, between the beginning and the end of the current financial year.

	Plant & Equipment \$	Total \$
Balance at 1 July 2009	3,903	3,903
Depreciation Expense	<u>(1,477)</u>	<u>(1,477)</u>
Balance at 30 June 2010	<u>2,426</u>	2,426
Additions	9,672	9,672
Depreciation Expense	<u>(1,617)</u>	<u>(1,617)</u>
Carrying amount at 30 June 2011	<u>10,481</u>	<u>10,481</u>

**Note 9: Trade and Other Payables**

**Current**

Unsecured Liabilities

Trade and other payables	<u>14,143</u>	<u>5,051</u>
	<u>14,143</u>	<u>5,051</u>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

	2011 \$	2010 \$	
<hr/>			
<b>Note 10: Provisions</b>			
	<b>Current Employee Benefits \$</b>	<b>Long-term Employee Benefits \$</b>	<b>Total \$</b>
Opening balance at 1 July 2010	67,276	45,852	113,128
Additional Provisions raised during the year	29,333	8,605	37,938
	96,609	54,457	151,066
Less Provisions no longer due or paid	11,228	25,263	36,491
Balance as at 30 June 2011	85,381	29,194	114,575
 <b>Analysis of Total Provisions</b>			
Current	114,575	67,276	
Non-current	-	45,852	
	114,575	113,128	

There were 3 employees at the end of the year.

**Provision for Long-Term Employee Benefits**

A provision has been recognised for employee benefits relating to long service leave for employees. The measurement and recognition criteria for employee benefits has been included in Note 1.

**Note 11: Retained Earnings**

Retained earnings at the beginning of the financial year	273,035	255,177	
Net profit (Net loss) attributable to the union	17,243	17,858	
Retained earnings at the end of the financial year	290,278	273,035	

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

	2011	2010
	\$	\$

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**Note 12: Capital and Leasing Commitments**

**Operating Lease Commitments**

Non-cancellable operating leases contracted for but not capitalised in the financial statements:

Payable – minimum lease payments

Not later than 12 months	13,636	12,989
Between 12 months and five years	-	13,636
	<b>13,636</b>	<b>26,625</b>

The union has a lease on the building at 86a O'Shanassy Street, Sunbury that expired on 30 June 2010 and was renewed for a further two (2) years to 30 June 2012. The union also pays a novated lease for a motor vehicle as part of a salary sacrifice arrangement with Michael Farrell.

*All figures include GST.*

**Note 13: Auditors' Remuneration**

Remuneration of the auditor of the company for:

Auditing or reviewing the financial report	5,446	5,075
	<b>5,446</b>	<b>5,075</b>

**Note 14: Key Management Personnel**

**Remuneration of the Committee Member**

**Short-term employee benefits**

Total Salary & Wages	90,797	83,587
	<b>90,797</b>	<b>83,587</b>

The accompanying notes form part of these financial statements.



**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

2011                      2010  
 \$                              \$

**Note 15: Financial Risk Management**

The union's financial assets comprise cash and cash equivalents and held-to-maturity investments. In addition the association has various financial liabilities including amounts payable to trade and other creditors.

The totals for each category of financial instruments are as follows:

**Financial Assets**

Cash and cash equivalents	269,221	235,231
Short term deposits	134,198	150,140
Investments	10	10
<b>Total Financial Assets</b>	<b>403,429</b>	<b>385,381</b>

**Financial Liabilities**

Trade and other payables	14,142	5,051
<b>Total Financial Liabilities</b>	<b>14,142</b>	<b>5,051</b>

**Financial Risk Management Policies**

The committee's overall risk management strategy seeks to assist the union in meeting its financial targets, whilst minimising potential adverse effects on financial performance.

Risk management policies are approved and reviewed by the committee on a regular basis. These include the credit risk policies and future cash flow requirements.

The association does not have any derivative instruments at 30 June 2011.

The accompanying notes form part of these financial statements.

## United Firefighters Union of Australia - Aviation Branch

ABN 96 533 521 914

Notes to the Financial Statements

For the year ended 30 June 2011

2011  
\$

2010  
\$

### Specific Financial Risk Exposures and Management

#### Interest Rate Risk

Interest rate risk refers to the risk that the value of financial instruments or cash flows associated with instruments will fluctuate due to changes in market interest rates. The union is exposed to interest rate fluctuations on its cash at bank. Interest rate risk is managed by continually reviewing the cash balances and transferring excess funds to term deposit accounts that earn a better rate of return.

	Weighted Average Effective Interest Rate	2011	Weighted Average Effective Interest Rate	2010
	%	\$	%	\$
<b>Floating Rate instruments</b>				
Cash and cash equivalents	3.98	269,202	1.40	235,211
<b>Total floating rate financial assets</b>		<u>269,202</u>		<u>235,211</u>
<b>Fixed Rate Instruments</b>				
Short term deposits	6.00	134,198	4.10	150,140
<b>Total fixed rate financial assets</b>		<u>134,198</u>		<u>150,140</u>

#### Liquidity Risk

Liquidity risk arises from the possibility that the union might encounter difficulty in settling its debts related to financial liabilities. The union manages this risk by monitoring the operational, investing & financing activities of the union.

The following table shows the expected maturities of cash inflows and outflows from financial assets and trade and other payables.

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

<u>2011</u>	Floating Interest at Call  \$	Fixed Interest Within 1 year  \$	Rate Maturing Greater than 1 year  \$	Non Interest Bearing  \$	Total  \$
<b>Financial assets – cash flows</b>					
<b>realisable</b>					
Cash and cash equivalents	269,202	-	-	20	269,222
Short term deposits	-	134,198	-	-	134,198
Investments	-	-	-	10	10
<b>Total anticipated inflows</b>	<b>269,202</b>	<b>134,198</b>	<b>-</b>	<b>30</b>	<b>403,430</b>
<b>Financial liabilities due for</b>					
<b>payment</b>					
Trade and other payables	-	-	-	14,142	14,142
<b>Total expected outflows</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,142</b>	<b>14,142</b>
 Net (outflow)/inflow on financial Instruments	 <b>269,202</b>	 <b>134,198</b>	 <b>-</b>	 <b>(14,112)</b>	 <b>389,288</b>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

<b>2010</b>	<b>Floating Interest at Call</b>	<b>Fixed Interest Within 1 year</b>	<b>Rate Maturing Greater than 1 year</b>	<b>Non Interest Bearing</b>	<b>Total</b>
	\$	\$	\$	\$	\$
<b>Financial assets – cash flows realisable</b>					
Cash and cash equivalents	235,211	-	-	20	235,231
Short term deposits	-	150,140	-	-	150,140
Investments	-	-	-	10	10.00
<b>Total anticipated inflows</b>	<b>235,211</b>	<b>150,140</b>	<b>-</b>	<b>30</b>	<b>385,381</b>
<b>Financial liabilities due for payment</b>					
Trade and other payables	-	-	-	5,051	5,051
<b>Total expected outflows</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,051</b>	<b>5,051</b>
<b>Net (outflow)/inflow on financial Instruments</b>	<b>235,211</b>	<b>150,140</b>	<b>-</b>	<b>(5,021)</b>	<b>380,330</b>

The accompanying notes form part of these financial statements.

## United Firefighters Union of Australia - Aviation Branch

ABN 96 533 521 914

### Notes to the Financial Statements

For the year ended 30 June 2011

#### Net Fair Values

The fair value of financial assets and liabilities are presented in the following table and can be compared to their carrying values as presented in the statement of financial position. Fair values are those amounts at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

	2011		2010	
	Carrying Amount	Net Fair Value	Carrying Amount	Net Fair Value
	\$	\$	\$	\$
<b>Financial Assets</b>				
Cash and cash equivalents	269,241	269,241	235,231	235,231
Short term deposits	134,198	134,198	150,140	150,140
Investments	10	10	10	10
<b>Total Financial Assets</b>	<b>403,449</b>	<b>403,449</b>	<b>385,381</b>	<b>385,381</b>
<b>Financial Liabilities</b>				
Trade and other payables	14,142	14,142	5,051	5,051
<b>Total Financial Liabilities</b>	<b>14,142</b>	<b>14,142</b>	<b>5,051</b>	<b>5,051</b>

The accompanying notes form part of these financial statements.

# United Firefighters Union of Australia - Aviation Branch

ABN 96 533 521 914

## Notes to the Financial Statements

For the year ended 30 June 2011

2011  
\$

2010  
\$

### Note 16. Reconciliation Of Cash

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.

Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash At Bank - Conference Account	84,604	63,620
Cash at Bank - Staff Account	76,873	69,025
Cash at Bank - Bendigo Bank	40,884	63,776
Cash at Bank - Members Equity	40,233	38,203
Cash at Bank - RegionalOne Credit Union	26,419	378
Cash at Bank - Credit Union Australia	189	209
Petty Cash Imprest	20	20
Term Deposit - Bendigo Bank	73,886	68,628
Term Deposit - Credit Union Australia	60,312	57,522
Term Deposit - RegionalOne Credit Union		23,989
	<u>403,420</u>	<u>385,370</u>

### Note 17. Reconciliation Of Net Cash Provided By/Used In Operating

#### Activities To Net Profit

Operating profit (loss) after tax	17,243	17,859
Depreciation	1,617	1,477
Changes in assets and liabilities net of effects of purchases and disposals of controlled entities:		
(Increase) decrease in finished goods	(1,679)	(2,411)
Increase (decrease) in other creditors	8,587	1,238
Increase (decrease) in sundry provisions	1,954	30,814
Net cash provided by operating activities	<u>27,722</u>	<u>48,976</u>

The accompanying notes form part of these financial statements.

**United Firefighters Union of Australia - Aviation Branch**  
**ABN 96 533 521 914**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2011**

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**Note 18: Events After The Balance Sheet Date**

There have not been any material events between the balance sheet date and the date of signing of the operating report.

**Note 19: Related Party Transactions**

There have been no related party transactions made throughout the year.

**Note 20: Union Details**

**(a) Registered office**

The registered office of the company is:

United Firefighters' Union of Australia - Aviation Branch  
86A O'Shanassy Street  
Sunbury 3429  
Victoria

**(b) Principal place of business**

The principal place of business is:

86A O'Shanassy Street  
Sunbury 3429  
Victoria

The accompanying notes form part of these financial statements.