

Australian Government

## Australian Industrial Registry

Mr Simon Flynn Branch Secretary United Firefighters' Union of Australia New South Wales Branch 267 Sussex Street SYDNEY NSW 2000

Dear Mr Flynn,

By email: office@fbeu.net

## Re: Financial Documents for year ended 30 June 2006 - FR2006/381

## Schedule 1 - Workplace Relations Act 1996 (RAO Schedule)

I have received the financial reports for the NSW Branch of the United Firefighters' Union of Australia for the year ended 30 June 2006. The documents were lodged on 11 December 2006.

This is the third lodgment by the branch of its audited financial reports under the *Registration and Accountability of Organisations (RAO) Schedule* which commenced on 12 May 2003.

The documents have been filed.

However the branch is required to make the following improvement in future financial years.

#### Presentation of documents to meeting

The financial documents were presented to a *Committee of Management meeting* rather than a *General Meeting* of members. This may not be fully in accord with the RAO Schedule.

Under the RAO Schedule the standard obligation is for the financial report to be presented to a general meeting of members within  $6\frac{1}{2}$  months of the end of the financial year. The documents may only be presented to a Committee of Management meeting where the rules of the organisation (or branch) contain a provision that allows up to 5% of members to call a general meeting to be held to consider the report - see s266(3) of the RAO Schedule.

It would appear that the rules of the UFUA do not currently contain a provision to this effect. While Rule 55(2) is broadly in accord with the requirements of s266 I note that it refers to a *'financial* members'. The Registrar has formed the view that s266 should not be interpreted as being limited to financial members. Therefore, if the branch wishes to present its financial documents in future years to a Committee of Management meeting it will be necessary for the organisation to amend its rules in accordance with the requirements of s266(3).

The Registry can provide advice and/or assistance regarding any draft rules the organisation may wish to submit with respect to this issue.

A copy of this letter has been forwarded to the National Secretary of the UFUA to draw this matter to his attention.

If you have any queries regarding financial reporting under the RAO Schedule please contact me on (03) 8661 7990 or at andrew.schultz@air.gov.au.

Yours faithfully,

Andrew Schultz Statutory Services Branch

19 December 2006

c.c. Mr Peter J Marshall National Secretary United Firefighters' Union of Australia 410 Brunswick Street FITZROY VIC 3065

FR2006/381



## **NEW SOUTH WALES BRANCH**

## SECRETARY'S CERTIFICATE

I, Simon Flynn, being the Secretary of the New South Wales Branch of the United Firefighters' Union of Australia, do hereby state that the attached financial documents are copies for the full report of the branch's audited accounts and financial statements for the year ending 30<sup>th</sup> June 2006 as referred to in the RAO Schedule; and

The full report was distributed to members, free of charge, on 14 November 2006, when posted onto the Union's website, <u>www.fbeu.net</u> and advice forwarded to all fire stations where members are attached; and

Presented to a meeting of the Committee of Management of the Branch, on 7<sup>th</sup> December 2006 in accordance with section 266 of the RAO Schedule.

Simon Flynn **Branch Secretary** 

8<sup>th</sup> December 2006



United Firefighters' Union of Australia, New South Wales Branch 267 Sussex Street, Sydney, NSW 2000 Telephone: (02) 9267 5552 Facsimile: (02) 9267 6304

## NEW SOUTH WALES BRANCH

## FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2006

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#### NEW SOUTH WALES BRANCH

#### **OPERATING REPORT**

The Committee of Management presents its operating report of the United Firefighters Union of Australia NSW Branch for the financial year ended 30 June 2006.

- 1. The branch continued to service the industrial needs of our members throughout the year. There were no employees of the NSW Branch during or at the end of 2005/2006 financial year.
- 2. The sole activity of the NSW Branch during 2005/2006 financial year was to remain registered under the Workplace Relations Act. There was no significant change to the nature of this activity from the previous financial year.
- 3. The rights of members to resign from the NSW Branch by written notice addressed and delivered to the Branch Secretary are set out within Rule 8 of the Union's Registered Rules and section 174(1) of the Workplace Relations Act. In accordance with section 174(1) of the Workplace Relations Act a member of an organisation may resign from membership by written notice addressed and delivered to a person designated for the purpose in the rules of the organisation or a branch of the organisation. There was no change to this rule during the 2005/2006 financial year.
- 4. There was known to be two officers of the NSW Branch, T. Broadhurst and C. Read who during the financial year were directors of NSW Fire Brigades Superannuation Pty Ltd, being a company that is a trustee of a superannuation entity.

There was known to be one member of the NSW Branch, J. Anderson, who during the financial year was a director of NSW Fire Brigades Superannuation Pty Ltd, being a company that is a trustee of a superannuation entity.

- 5. There were 5,797 members of the Branch as at 30 June 2006.
- 6. The number of staff employed by the Branch on a full time equivalent basis at 30 June 2006 was Nil.

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## NEW SOUTH WALES BRANCH

## OPERATING REPORT [Cont'd]

7. The names of each person who were members of the Committee of Management, at any time, during the financial year are as follows;-

D.J Snow	1 July 2005 – 10 May 2006
J.S Gillen	1 July 2005 – 10 May 2006
M.G Williams	1 July 2005 – 10 May 2006
J.F. Martin	1 July 2005 – 30 June 2006
K. Smith	1 July 2005 – 30 June 2006
C. Harris	l July 2005 – 10 May 2006
M. Murray	l July 2005 – 30 June 2006
M.F Johnsen	1 July 2005 – 10 May 2006
M.W Paloff	1 July 2005 – 21 October 2005
W.P Zikan	1 July 2005 – 10 May 2006
G.J Matthews	1 July 2005 – 10 May 2006
D.R. Gray	l July 2005 – 10 May 2006
T. Kirkpatrick	1 July 2005 – 30 June 2006
M. Waldon	1 July 2005 – 30 June 2006
D. Sullivan	22 October 2005 – 30 June 2006
C Windsor	11 May 2006 – 30 June 2006
J Casey	11 May 2006 – 30 June 2006
T Broadhurst	11 May 2006 – 30 June 2006
S`Flynn	11 May 2006 – 30 June 2006
I Loveday	11 May 2006 – 30 June 2006
J Fewtrell	11 May 2006 – 30 June 2006
C Perrin	11 May 2006 – 30 June 2006
M Reilly	11 May 2006 – 30 June 2006
G Mitchell	11 May 2006 – 30 June 2006

Signed in accordance with a resolution of the Committee of Management

SIMON FLYNN

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CHRIS WINDSOR

November 2006

#### NEW SOUTH WALES BRANCH

#### COMMITTEE OF MANAGEMENT'S STATEMENT

On **9** November 2006 the Committee of Management of the United Fire Fighters Union of Australia, New South Wales Branch, passed the following resolution in relation to the general purpose financial report (GPFR) of the Branch for the year ended 30 June 2006.

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

- (a) the financial report and notes comply with the Australian Accounting Standards;
- (b) the financial report and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial report and notes give a true and fair view of the financial performance, financial position and cash flows of the branch for the financial year ended 30 June 2006;
- (d) there are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year ended 30 June 2006 and since the end of the financial year:
  - (i) meetings of the Committee of Management were held in accordance with the rules of the organisation and the rules of the branch; and
  - (ii) the financial affairs of the branch have been managed in accordance with the rules of the organisation and the rules of the branch; and
  - (iii) the financial records of the branch have been kept and maintained in accordance with Schedule IB to the Workplace Relations Act 1996 and the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003; and
  - (iv) the financial records of the branch have been kept, as far as practicable, in a consistent manner to each of the other branches of the organisation; and
  - no information has been sought in any request of a member of the branch or a Registrar under section 272 of Schedule 1B to the Workplace Relations Act 1996; and
  - (vi) no orders have been made by the Commission under section 273 of Schedule 1B to the Workplace Relations Act 1996

For the Committee of Management

SIMON FLYNN

CHRIS WINDSOR

## NEW SOUTH WALES BRANCH

## INCOME STATEMENT YEAR ENDED 30 JUNE 2006

	2006 \$	2005 \$
INCOME		
New South Wales Fire Brigade Employees' Union	190,015	158,813
EXPENDITURE		
National Fees	64,929	72,699
National Fees – prior years	-	(21,819)
ACTU IR Media Levy	19,080	13,286
Bank Charges	6	39
Meeting expenses	12,094	
TOTAL EXPENDITURE	96,109	64,205
SURPLUS FOR YEAR	93,906	94,608

The accompanying notes form part of the financial report.

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## NEW SOUTH WALES BRANCH

# BALANCE SHEET AS AT 30 JUNE 2006

	2006 \$	2005 \$
ACCUMULATED DEFICIT	(51,430)	(145,336)
Represented by Net Liabilities as follows:		
ASSETS CURRENT ASSETS Cash at Bank Sundry Debtors	80,117 5,155	121 14,546
TOTAL ASSETS	85,272	14,667
LIABILITIES CURRENT LIABILITIES United Firefighters Union of Australia - National Office	136,702	80,001
NON CURRENT LIABILITIES United Firefighters Union of Australia – National Office	<del></del>	80,002
TOTAL LIABILITIES	136,702	160,003
NET LIABILITIES	(51,430)	(145,336)

#### STATEMENT OF CHANGES IN ACCUMULATED DEFICIT FOR THE YEAR ENDED 30 JUNE 2006

	Accumulated Deficit \$
Balance at I July 2004	(239,944)
Net Surplus for Year	94,608
Balance at 30 June 2005	(145,336)
Net Surplus for the Year	93,906
Balance at 30 June 2006	(51,430)

The accompanying notes form part of the financial report.

## NEW SOUTH WALES BRANCH

# CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2006

		2006 \$	2005 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b> Receipts – New South Wales Fire Brigade Employees' Union Payments to Suppliers		190,015 (110,019)	158,813 (158,752)
NET CASH PROVIDED BY OPERATING ACTIVITIES	5(b)	79,996	61
NET INCREASE IN CASH		79,996	61
Cash at Beginning of Year		121	60
CASH AT END OF YEAR	5(a)	80,117	121

The accompanying notes form part of the financial report.

#### NEW SOUTH WALES BRANCH

#### NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2006

#### 1. SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRS), other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations and the Workplace Relations Act 1996.

Compliance with Australian equivalents to International Financial Reporting Standards ensures that the financial report comprising the financial statements and notes thereto, complies with International Financial Reporting Standards (IFRS) except for:

- Segment reporting because AASB 114 "Segment Reporting" does not apply to notfor- profit organisations.
- Impairment of assets under AASB 136 "Impairment of assets"

#### BASIS OF PREPARATION

The financial report is for the United Firefighters Union of Australia NSW Branch, and in accordance with the Workplace Relations Act, 1996 the branch is a reporting unit. The United Firefighters Union of Australia is an organisation registered under the Workplace Relations Act. In accordance with the Act the Union is a body corporate and has perpetual succession. By virtue of this method of incorporation, the Union and the Branch are not subject to the Corporations Act 2001.

The financial report has been prepared on the basis of historical costs. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

This is the first financial report prepared under AIFRS and AASB I First-Time Adoption of Australian Equivalents to International Financial Reporting Standards has been applied in preparing these statements. Comparatives for the year ended 30 June 2005, have been presented applying AIFRS.

There have been no adjustments required to assets, liabilities or accumulated deficit as a result of the introduction of AIFRS.

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

#### (a) Income tax

No provision for Income Tax is necessary as Industrial Trade Unions are exempt from Income Tax under Section 50-15 of the Income Tax Assessment Act 1997.

#### NEW SOUTH WALES BRANCH

#### NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2006 [Cont'd]

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

#### (b) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables on the balance sheet are shown inclusive of GST.

#### (c) Accounting Standards Issued But Not Yet Effective

There have been no accounting standards issued which will impact the financial report in future periods and which are not yet effective.

#### 2. ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### (a) Critical accounting estimates and assumptions

The Branch makes estimates and assumptions concerning the future. The resulting accounting estimates by definition seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amount of asset and liabilities.

#### (b) Critical judgments in applying the Branch's accounting principles

There are no critical judgements that have a significant risk of causing a material adjustment to the carrying amount of the assets and liabilities.

#### 3. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of members is drawn to the provisions of Sub-Sections [1], [2] and [3] of Section 272 of Schedule 1B which read as follows:-

- [1] A member of a reporting unit, or a Registrar, 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).

#### NEW SOUTH WALES BRANCH

#### NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2006 (Continued)

## 4. COMMITMENT BY NEW SOUTH WALES FIRE BRIGADE EMPLOYEE'S UNION

As at 30 June 2006 the New South Wales Fire Brigade Employees' Union has transferred \$80,003 including GST to this Branch and has agreed to so transfer a further \$56,699 including GST (2005: \$160,003) the total of which (2006: \$136,702; 2005: \$160,003) is owed by this Branch to the UFUA's National Fund.

5.	CASH FLOW INFORMATION	2006 \$	2005 \$
(a)	For the purposes of the cash flow statement cash includes cash on hand and at call deposits with banks and other financial institutions.	·	Ţ
	Cash at Bank	80,117	
(b)	Reconciliation of cash flow from operations with operating result		
	Net Surplus	93,906	94,608
	Changes in Assets and Liabilities Decrease/(Increase) in Sundry Debtors (Decrease) in Liabilities CASH FLOWS FROM OPERATIONS	9,391 (23,301) 79,996	(14,546) (80,001) 61

#### 6. **REGISTERED OFFICE**

The registered office and principal place of business of the Branch is:

267 Sussex Street Sydney, NSW 2000

#### NEW SOUTH WALES BRANCH

#### INDEPENDENT AUDIT REPORT

To the members of the United Firefighters Union of Australia, New South Wales Branch

#### Scope

#### The Financial Report and the Responsibility of the Branch Committee of Management and Branch Secretary.

The financial report comprises the income statement, balance sheet, cash flow statement, statement of changes in accumulated deficit, accompanying notes to the financial statements and the committee of management's statement for the United Firefighters Union of Australia, New South Wales Branch, for the year ended 30 June 2006.

The branch committee of management and the branch secretary are responsible for the preparation and true and fair presentation of the financial report in accordance with the Workplace Relations Act 1996. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit Approach

We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Branch. Our audit has been conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance 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 controls, 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 Workplace Relations Act 1996, including compliance with Accounting Standards and other mandatory professional reporting requirements in Australia a view which is consistent with our understanding of the Branch's financial position and 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 branch committee of management and the branch
  secretary.

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 followed applicable independence requirements of Australian professional ethical pronouncements and the Workplace Relations Act 1996.

#### NEW SOUTH WALES BRANCH

#### Audit Opinion

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In our opinion the general purpose financial report of United Firefighters Union of Australia, New South Wales Branch is in accordance with the Workplace Relations Act 1996, including:

- (i) giving a true and fair view of the Branch's financial position as at 30 June 2006 and its performance for the year ended on that date; and
- (ii) complying with Australian Accounting Standards and other mandatory professional reporting requirements in Australia; and
- (iii) complying with any other requirements of the RAO.

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A J WILLIAMS & CO Chartered Accountants

DAVID MCLEAN Registered Company Auditor SYDNEY NSW 2000

**9** November 2006