



**Australian Government**  
**Australian Industrial Registry**

22 May 2009

Mr Simon Flynn  
Branch Secretary  
New South Wales Branch  
United Firefighters Union of Australia  
1-7 Belmore Street  
Surry Hills, NSW 2010

Dear Mr Flynn,

**Re: Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)  
Financial report for year ended 30 June 2008 – FR2008/298**

I acknowledge receipt of the financial report of the New South Wales Branch of the United Firefighters Union of Australia for the year ended 30 June 2008. The documents were lodged in the Industrial Registry on 28 January 2009.

The financial report has been filed.

I make the following comments to assist you in preparing financial documents in the future. You are not required to take any further action in respect of the report lodged.

**1. Compliance with time requirements**

I note that the full report was distributed to members, free of charge on 24 December 2008, when posted onto the Union's website, and advice forwarded to all fire stations where members were attached. Section 265 of the RAO Schedule deals with the relevant time frame for the full financial report to be made available free of charge to its members. Subsection 265(5)(b) states that the full report, given the use of email in these circumstances, is to be made available within five months of the end of the financial year. The end of financial reporting period for this report was 30 June 2008. Hence the report was made available outside of the stipulated 5 month period – almost two months after 30 November. I further note that under subsection 265(5) the Registrar may, upon application by the reporting unit, extend this five month period by no more than one month. Should you require such an extension of time in a future financial report, please make such an application.

The time requirements should be strictly adhered to in future lodgements of financial reports. The Industrial Registrar attaches importance to reporting units both fully satisfying the obligations under the RAO Schedule and to those obligations being discharged within the requisite timeframes.

Please ensure that financial reports for the year ended 30 June 2009 are due by 14 January 2010. If an extension of time is sought pursuant to section 265(5), and the extension is granted by the Registrar, the financial report for the year ended 30 June 2009

will then be due by 14 February 2010. I have attached a Timeline / Planner which you may find helpful for future financial reports.

## **2. Auditor's report**

Subsection 257(5) of the RAO Schedule requires an auditor to state whether in the auditor's opinion the general purpose financial report presents fairly in accord with the Australian Accounting Standards and any other requirements under section 257. Please ensure next time that the words 'presents fairly' are used in place of 'a true and fair view'. I have also sent a copy of this letter to the auditor, David McLean.

## **3. Reduced reporting requirements**

Section 269 of the RAO Schedule pertains to reduced reporting requirements for reporting units with substantial common membership with State registered bodies. As noted in the financial report for the year ending 30 June 2007, should both organisations be comprised of substantially the same members, I invite you to make an application under section 269.

If you have any questions, I can be contacted on (03) 8661 3775 or by email at [thomas.hobbs@airc.gov.au](mailto:thomas.hobbs@airc.gov.au)

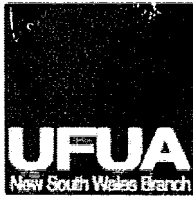
Yours sincerely,

A handwritten signature in black ink, appearing to read 'Thomas Hobbs', with a long, sweeping underline that extends to the right.

Thomas Hobbs

Statutory Services Branch

cc: Mr David McLean  
A J Williams & Co  
GPO Box 3041  
SYDNEY 2001



FR2008/298

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**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 2008 as referred to in the RAO Schedule; and

The full report was distributed to members, free of charge, on 24 December 2008, when posted onto the Union's website, [www.fbeu.net](http://www.fbeu.net) 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 21<sup>st</sup> January 2009 in accordance with section 266 of the RAO Schedule.

A handwritten signature in black ink, appearing to be 'S Flynn', written over a horizontal line.

**Simon Flynn**  
**Branch Secretary**

21<sup>st</sup> January 2009

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**  
**NEW SOUTH WALES BRANCH**  
**FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2008**

# UNITED FIREFIGHTERS UNION OF AUSTRALIA

## 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 2008.

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 2007/2008 financial year.
2. The sole activity of the NSW Branch during 2007/2008 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.
4. There was known to be one officer of the NSW Branch, T. Broadhurst 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.  
  
There was known to be two members of the NSW Branch, G. Dewsnap 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.
5. There were 6,086 members of the Branch as at 30 June 2008.
6. The number of staff employed by the Branch on a full time equivalent basis at 30 June 2008 was Nil.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**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:-

J.F. Martin	1 July 2007 – 30 June 2008
K. Smith	1 July 2007 – 30 June 2008
M. Murray	1 July 2007 – 30 June 2008
T. Kirkpatrick	1 July 2007 – 30 June 2008
D. Sullivan	1 July 2007 – 30 June 2008
C Windsor	1 July 2007 – 30 June 2008
J Casey	1 July 2007 – 30 June 2008
T Broadhurst	1 July 2007 – 30 June 2008
S Flynn	1 July 2007 – 30 June 2008
I Loveday	1 July 2007 – 30 June 2008
J Fewtrell	1 July 2007 – 30 June 2008
C Perrin	1 July 2007 – 30 June 2008
M Reilly	1 July 2007 – 30 June 2008
G Mitchell	1 July 2007 – 12 May 2008

Signed in accordance with a resolution of the Committee of Management



.....  
**SIMON FLYNN**



.....  
**CHRIS WINDSOR**

17 December 2008

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**NEW SOUTH WALES BRANCH**

**COMMITTEE OF MANAGEMENT'S STATEMENT**

On 17 December 2008 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 2008.

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 2008;
- (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 2008 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 the RAO Schedule and the RAO Regulations; 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
  - (v) no information has been sought in any request of a member of the branch or a Registrar under section 272 of the RAO Schedule; and
  - (vi) no order for inspection of the financial records has been made by the Commission under section 273 of the RAO Schedule.
- (f) during the financial year ended 30 June 2008 the branch did not participate in any recovery of wages activity.

For the Committee of Management

  
.....  
**SIMON FLYNN**

  
.....  
**CHRIS WINDSOR**

17 December 2008

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**NEW SOUTH WALES BRANCH**

**INCOME STATEMENT  
YEAR ENDED 30 JUNE 2008**

	<b>2008</b>	<b>2007</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
New South Wales Fire Brigade Employees' Union	<u>98,920</u>	<u>154,921</u>
<b>EXPENDITURE</b>		
National Fees	78,486	73,020
ACTU IR Media Levy-prior year	19,825	-
Bank Charges	135	13
Donations	-	3,613
Meeting expenses	<u>409</u>	<u>26,743</u>
<b>TOTAL EXPENDITURE</b>	<u>98,855</u>	<u>103,389</u>
<b>SURPLUS FOR YEAR</b>	<u>65</u>	<u>51,532</u>

The accompanying notes form part of the financial report.



**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**NEW SOUTH WALES BRANCH**

**BALANCE SHEET AS AT  
30 JUNE 2008**

	<b>2008</b>	<b>2007</b>
	<b>\$</b>	<b>\$</b>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash at Bank	167	102
Sundry Debtors	-	-
	<hr/>	<hr/>
<b>TOTAL ASSETS</b>	<hr/> <b>167</b>	<hr/> <b>102</b>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>	<hr/> -	<hr/> -
<b>NON CURRENT LIABILITIES</b>	<hr/> -	<hr/> -
<b>TOTAL LIABILITIES</b>	<hr/> -	<hr/> -
<b>NET ASSETS</b>	<hr/> <b>167</b>	<hr/> <b>102</b>
<b>ACCUMULATED FUNDS</b>	<hr/> <b>167</b>	<hr/> <b>102</b>

**STATEMENT OF CHANGES IN ACCUMULATED FUNDS  
FOR THE YEAR ENDED 30 JUNE 2008**

	<b>Accumulated Funds \$</b>
<b>Balance at 1 July 2006</b>	(51,430)
Net Surplus for Year	<hr/> 51,532
<b>Balance at 30 June 2007</b>	102
Net Surplus for the Year	<hr/> 65
<b>Balance at 30 June 2008</b>	<hr/> <b>167</b>

The accompanying notes form part of the financial report.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**NEW SOUTH WALES BRANCH**

**CASH FLOW STATEMENT FOR THE  
YEAR ENDED 30 JUNE 2008**

	<b>Note</b>	<b>2008</b> \$	<b>2007</b> \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts – New South Wales Fire Brigade			
Employees' Union		98,920	154,921
Payments to Suppliers		<u>(98,855)</u>	<u>(234,936)</u>
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	4(b)	<u>65</u>	<u>(80,015)</u>
<b>NET INCREASE (DECREASE) IN CASH</b>		65	(80,015)
Cash at Beginning of Year		<u>102</u>	<u>80,117</u>
<b>CASH AT END OF YEAR</b>	4(a)	<u>167</u>	<u>102</u>

The accompanying notes form part of the financial report.

# UNITED FIREFIGHTERS UNION OF AUSTRALIA

## NEW SOUTH WALES BRANCH

### NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2008

#### 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 not-for-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.

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.

##### (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 have a financial impact on the financial report in future periods and which are not yet effective.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**NEW SOUTH WALES BRANCH**

**NOTES TO AND FORMING PART OF THE ACCOUNTS  
FOR THE YEAR ENDED 30 JUNE 2008 [Cont'd]**

**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 amounts of assets 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 amounts 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).

**4. CASH FLOW INFORMATION**

	<b>2008</b>	<b>2007</b>
	<b>\$</b>	<b>\$</b>
<b>(a)</b> For the purposes of the cash flow statement cash includes cash on hand and at call deposits with banks and other financial institutions.		
Cash at Bank	<u>167</u>	<u>102</u>
<b>(b)</b> Reconciliation of cash flow from operations with operating result		
<b>Net Surplus</b>	65	51,532
<b>Changes in Assets and Liabilities</b>		
Decrease in Sundry Debtors	-	5,155
(Decrease) in Liabilities	-	<u>(136,702)</u>
<b>CASH FLOWS FROM OPERATIONS</b>	<u>65</u>	<u>(80,015)</u>

UNITED FIREFIGHTERS UNION OF AUSTRALIA

NEW SOUTH WALES BRANCH

NOTES TO AND FORMING PART OF THE ACCOUNTS  
FOR THE YEAR ENDED 30 JUNE 2008 (Continued)

5. FINANCIAL RISK MANAGEMENT

(a) *General objectives, policies and processes*

The branch is exposed to risks that arise from its use of a financial instrument. This note describes the branch's objectives, policies and processes for managing those risks and the methods used to measure them.

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

The branch's financial instrument consists of cash at bank. The main risks the branch is exposed to through its financial instrument is credit risk and liquidity risk.

The branch committee of management have overall responsibility for the determination of the branch's risk management objectives and policies.

(b) *Credit Risk*

Credit risk is the risk that the other party to a financial instrument will fail to discharge their obligation resulting in the branch incurring a financial loss. This usually occurs when debtors fail to settle their obligations owing to the branch.

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount of those assets, net of any provision for doubtful debts, as disclosed below:

	2008	2007
	\$	\$
Cash and cash equivalents	<u>167</u>	<u>102</u>

The cash and cash equivalents are held in a high quality Australian financial institution.

There has been no history of default, no amounts are past due and all receivables are likely to be repaid within the expected terms.

(c) *Liquidity Risk*

Liquidity risk is the risk that the branch may encounter difficulties raising funds to meet commitments associated with financial instruments.

The branch is not significantly exposed to this risk; as at 30 June 2008 it had \$167 (\$102 - 2007) of cash and cash equivalents to meet these obligations as they fall due. No financial liabilities were recorded in the financial statements at 30 June 2008 or 30 June 2007.

The branch manages liquidity risk by monitoring cash flows.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**NEW SOUTH WALES BRANCH**

**NOTES TO AND FORMING PART OF THE ACCOUNTS  
FOR THE YEAR ENDED 30 JUNE 2008 (Continued)**

**6. REGISTERED OFFICE**

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

1-7 Belmore Street  
Surry Hills, NSW 2010

# UNITED FIREFIGHTERS UNION OF AUSTRALIA

## NEW SOUTH WALES BRANCH

### INDEPENDENT AUDIT REPORT

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

We have audited the general purpose financial report of United Firefighters Union of Australia, New South Wales Branch which comprises the balance sheet as at 30 June 2008, and the income statement, statement of changes in accumulated funds and cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes and branch committee of management's statement for the year then ended.

#### *Branch Committee of Management and the Branch Secretary's responsibility for the Financial Report*

The branch committee of management and the branch secretary of the branch are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Workplace Relations Act 1996. This responsibility also includes establishing 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*

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing 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 entity's preparation and fair presentation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the branch committee of management and branch secretary, 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.

#### *Independence*

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies and the Workplace Relations Act 1996.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA**

**NEW SOUTH WALES BRANCH**

**INDEPENDENT AUDIT REPORT (Cont'd)**

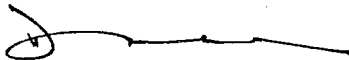
**Audit Opinion**

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 2008 and its performance for the year ended on that date; and
- (ii) complying with Australian Accounting Standards (including the Australian Accounting Interpretations); and
- (iii) complying with any other requirements of the RAO.



**A J Williams & Co**



**David McLean**

Member of Institute of Chartered Accountants  
And Holder of Current Public Practice Certificate  
Registered Company Auditor  
SYDNEY NSW 2000

17 December 2008