



FAIR WORK
COMMISSION

7 November 2016

Mr John Oliver
Branch Secretary, Queensland Branch
United Firefighters Union of Australia

By email: ufu@ufuq.com.au

Dear Mr Oliver

Re: Lodgement of Financial Statements and Accounts – United Firefighters’ Union of Australia, Queensland Branch - for year ended 30 June 2016 (FR2016/245)

I refer to the financial report for the Queensland Branch of the United Firefighters’ Union of Australia. The report was lodged with the Fair Work Commission on 17 October 2016.

The financial report has been filed based on a primary review. This involved confirming whether the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and Reporting Guidelines have been complied with. A primary review does not examine all disclosure requirements.¹

Please note that the financial report for the year ending 30 June 2017 may be subject to an advanced compliance review. I make the following comments to assist you when preparing the next report.

Operating Report – date of signing

The covering letter stated that copies of the financial statements were made available to the members on 8 September 2016. The Operating report was signed and dated on 11 October 2016. Sub-section 265(1) requires the providing of a copy of the full report and defines the full report as including the operating report. The date of the Operating report might suggest that members were not provided a copy of the Operating report on 8 September.² A signed version of the Operating report must be included in the documents that are provided to the members.³

Committee of Management Statement - date of resolution

Paragraph 36(a) of the Reporting Guidelines requires that the Committee of Management statement be made in accordance with such resolution as is passed by the Committee of Management. Paragraph 36(b) requires the statement to specify the date of passage of the

¹ The full range of disclosure requirements that may apply can be found itemised on the advanced assessment form available at <https://www.fwc.gov.au/documents/documents/organisations/factsheets/org-financial-report-checklist-advanced.pdf>

² A similar anomaly occurred in respect of the 2015 financial report but does not appear to have been identified by FWC. A review of previous years up to 2014 shows the Branch correctly dated the Operating report.

³ FWC takes the view that the Act contemplates that the full report cannot be provided until the various reports or statements, i.e. the Committee of Management statement, the Operating report and the Auditor’s report, are signed.

resolution. Whilst the statement included the date of signature as required by paragraph 36(d), the date of the resolution was omitted.⁴

Key management personnel

Australian Accounting Standard *AASB 124 Related Party Disclosures* paragraph 17 requires the General Purpose Financial Report to disclose within the statements or the notes compensation paid to key management personnel.⁵

This normally includes a listing of the key management personnel for the organisation, the total amount of compensation paid to all key management personnel, and then totals for each of the following categories:

- Short term employee benefits
- Post-employment benefits
- Other long term employee benefits
- Termination benefits
- Any share based payments.

The definition for these categories can be found within accounting standard *AASB 119: Employee Benefits*.

Disclosure of payables in respect of legal costs

Reporting Guideline 20(b) requires a payable in relation to legal costs to be disclosed, broken down into the categories of (i) litigation and (ii) other legal matters.⁶ Reporting Guideline 21 states that if any of the activities identified in Reporting Guideline 20 have not occurred in the reporting period, a statement to this effect must be included in the GPFR.⁷ I note that in respect of legal cost payables there was no such disclosure made.

Reporting Requirements

On the FWC website a number of factsheets in relation to the financial reporting process and associated timelines are available. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The FWC recommends reporting units use this model as it will assist in ensuring compliance with the *Fair Work (Registered Organisations) Act 2009*, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

Should you require further information on the financial reporting requirements of the Act, I may be contacted on (02) 6746 3283 or 0429 462 979 or by email at stephen.kellett@fwc.gov.au

Yours sincerely



Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

⁴ The date of resolution cannot be always or necessarily presumed to be the same as the date of signing, since these may differ, e.g. where the statement is signed the day after the meeting of the committee (but before the auditor signs the audit report).

⁵ This is an additional, and not necessarily equivalent, disclosure to the requirement of Reporting Guideline 16(f) to disclose employee benefits to office-holders, which appears at Note 9 of the 2016 report.

⁶ This is a distinct, and separate, disclosure to the requirement of Reporting Guideline 16(j) to disclose legal costs expenses.

⁷ Or itemised nil balance, as illustrated in the model financial statements



12 October 2016

Fair Work Commission
GPO Box 5713
Brisbane QLD 4001
Email: orgs@fwc.gov.au

Dear Sir/Madam

Re: 2016 Financial Returns

Please find attached the unions' financial documents for year ending 30 June 2016. Also enclosed is the Secretary's certificate, operating report and contact details for our Committee of Management.

These documents were presented to the Committee of Management meeting held on the 6th September 2016 and a resolution was passed. Copies of the financial statements were then made available on the internet and members were advised via fax and email on the 8th September 2016.

The Annual General Meeting was called for on the 11th October 2016 however, due to a lack of quorum, these documents were presented to the Committee of Management meeting on the 11th October 2016 and were accepted.

Yours faithfully

John Oliver
Branch Secretary

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH
YEAR ENDED 30 JUNE 2016**

CONTENTS

Statement of Comprehensive Income

Statement of Financial Position

Statement of Cash Flows

Statement of Changes in Accumulated Funds

Notes to and forming part of the Financial Statements

Committee of Management Statement

Independent Audit Report

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2016**

	Note	2016	2015
		\$	\$
REVENUE			
Contributions – United Firefighters			
Union of Aust Union of Employees Qld		307,623	164,642
Interest Received - Bank		1,754	2,064
Other Income		<u>4,112</u>	<u>-</u>
		313,489	166,706
EXPENSES			
Affiliation Fees – UFU of Australia		152,932	149,709
Affiliation Fees - ALP		13,000	7,500
Affiliation Fees – ACTU		10,036	8,621
Audit Fees		3,500	1,308
Employee Expenses	9	24,172	15,780
Grants and Donations		1,182	-
Industrial Campaign Costs		1,495	5,846
Conference and Meeting Expenses	9	35,945	14,083
General & Administrative Expenses		11,128	9,549
Depreciation - Office Equipment		399	176
Amortisation		<u>60</u>	<u>-</u>
		253,849	212,572
Net Operating Surplus/(Deficit) for year		<u>59,640</u>	<u>(45,866)</u>
Other Comprehensive Income		<u>-</u>	<u>-</u>
Total Comprehensive Income for the Year		<u>59,640</u>	<u>(45,866)</u>

The above should be read in conjunction with the accompanying notes

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2016

	Note	2016 \$	2015 \$
CURRENT ASSETS			
Cash and Cash Equivalents	10	264,651	188,796
Trade Receivables – UFU of Australia	10	-	794
Other Receivables	10	5,500	11,468
		<u>270,151</u>	<u>201,058</u>
NON CURRENT ASSETS			
Property, Plant & Equipment			
Office Equipment - at cost	11	2,191	1,276
Less Accumulated Depreciation		<u>(575)</u>	<u>(176)</u>
		<u>1,616</u>	<u>1,100</u>
Intangible Assets			
Trademark - at cost		1,200	-
Less Accumulated Amortisation		<u>(60)</u>	<u>-</u>
		<u>1,140</u>	<u>-</u>
TOTAL ASSETS		<u>272,907</u>	<u>202,158</u>
CURRENT LIABILITIES			
Trade Payables		1,199	-
Other Payables		18,800	10,815
Employee Provisions - Annual Leave	12	<u>2,015</u>	<u>90</u>
TOTAL LIABILITIES		<u>22,014</u>	<u>10,905</u>
NET ASSETS		<u>250,893</u>	<u>191,253</u>
ACCUMULATED FUNDS			
Balance as at 1 July 2015		191,253	237,119
Surplus/(Deficit) for Year		<u>59,640</u>	<u>(45,866)</u>
BALANCE AS AT 30 JUNE 2016		<u>250,893</u>	<u>191,253</u>

The above should be read in conjunction with the accompanying notes

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

STATEMENT OF CHANGES IN ACCUMULATED FUNDS

	\$
Balance 30 June 2014	237,119
Surplus (Deficit) for Year	<u>(45,866)</u>
Balance 30 June 2015	191,253
Surplus (Deficit) for Year	<u>59,640</u>
Balance 30 June 2016	<u>250,893</u>

The above should be read in conjunction with the accompanying notes

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2016**

	Note	2016 \$	2015 \$
Cash Flows from Operating Activities			
Receipts – Contributions:			
United Firefighters Union of Aust Union of Employees Qld		307,623	164,642
UFU of Australia		1,110	.
Receipts – Interest Received		1,754	2,064
Receipts - Other		3,723	-
Payments to Suppliers & Employees:			
- UFU of Australia		(153,304)	(149,709)
- Other		(82,936)	(63,839)
Net Cash Outflow from Operating Activities	5	<u>77,970</u>	<u>(46,842)</u>
Investing Activities			
Purchase of Plant & Equipment		(915)	(1,276)
Purchase of Intangible Assets		(1,200)	-
		<u>(2,115)</u>	<u>(1,276)</u>
Net Increase/(Decrease) in Cash held		75,855	(48,118)
Cash at beginning of the Financial Year		<u>188,796</u>	<u>236,914</u>
Cash at the end of the Financial Year		<u>264,651</u>	<u>188,796</u>

The above should be read in conjunction with the accompanying notes

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**RECOVERY OF WAGES ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2016**

	2016	2015
	\$	\$
Cash Assets in respect of recovered money at beginning of year	-	-
Receipts		-
Payments	<u>-</u>	<u>-</u>
Cash Assets in respect of recovered money at end of year	<u> </u>	<u> </u>

The above statement should be read in conjunction with the notes

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the Fair Work (Registered Organisation) Act 2009. For the purpose of preparing the general purpose financial statements, the United Firefighters Union of Australian Qld Branch is a not for profit entity.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost, except for certain assets and liabilities at measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars.

(a) Comparative Amounts

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

(b) Accounting Judgements and Estimates

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.

(i) 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.

(ii) Critical Judgements 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 assets and liabilities.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS (cont'd)

(c) New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

No accounting standard has been adopted earlier than the application date stated in the standards.

(d) Revenue

Revenue is measured at the fair value of the consideration received or receivable.

Revenue from subscriptions & contributions is accounted for on an accrual basis and is recorded as revenue in the year to which it relates.

Interest revenue is recognised as received.

(e) Affiliations, Capitation Fees and Levies

Affiliations, capitation fees and levies are recognised on an accrual basis and recorded as a revenue and/or expense in the year to which they relate.

(f) Cash

Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, deposits held at call with bank and other short term highly liquid investments with original maturity of 3 months or less.

(g) Taxation

United Firefighters Union of Australia Qld Branch is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS (cont'd)

(g) Taxation(cont'd)

The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the Australian Taxation Office is classified within operating cash flows.

(h) Contingent Liabilities and Contingent Assets

Contingent liabilities and contingent assets are not recognised in the Statement of Financial Position but are reported in the relevant notes. They may arise from uncertainty as to the existence of a liability or asset or represent an existing liability or asset in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain, and contingent liabilities are disclosed when settlement is greater than remote.

(i) Office Furniture and Equipment

Asset Recognition Threshold

Purchases of office furniture and equipment are recognised initially at cost in the Statement of Financial Position. The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

Depreciation

Depreciable office furniture and equipment are written off to their estimated residual values over their estimated useful life. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

	2016	2015
Office Furniture and Equipment	5 to 10 years	5 to 10 years

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS (cont'd)

(i) Office Furniture and Equipment (cont'd)

Derecognition

An item of equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on the disposal or retirement of an item of equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the profit and loss.

(j) Intangibles

Intangible assets with finite lives that are acquired separately are carried at cost less accumulated amortisation and accumulated impairment losses. Amortisation is recognised on a straight-line basis over their estimated useful life. The estimated useful lives and amortisation method are reviewed at the end of each reporting period, with the effect of any changes in estimate being accounted for on a prospective basis. Intangible assets with indefinite useful lives that are acquired separately are carried at cost less accumulated impairment losses. The useful life of intangible assets are as follows:

	2016
Trademark Cost	10 to 20 years

Derecognition

An intangible asset is derecognised on disposal, or when no future economic benefits are expected from use or disposal. Gains or losses arising from derecognition of an intangible asset, measured as the difference between the net disposal proceeds and the carrying amount of the asset are recognised in profit and loss when the asset is derecognised.

(k) Impairment for Non Financial Assets

All assets are assessed for impairment at the end of each reporting period to the extent that there is an impairment trigger. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows, and the asset would be replaced if the Branch were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS (cont'd)

(I) Going Concern

The Branch is reliant on the agreed financial support of the United Firefighters Union of Australia, Union of Employees Queensland to continue on a going concern basis.

2 EVENTS AFTER THE REPORTING PERIOD

There were no events that occurred after 30 June 2016, or prior to the signing of the financial statements, that would have a material effect on these financial statements.

3 RELATED PARTY DISCLOSURES

The statement of comprehensive income details the related party transactions with the United Firefighters Union of Australia and the United Firefighters Union of Australia, Union of Employees Queensland.

The members of the Branch Committee of Management are also members of the Committee of Management of the United Firefighters Union of Australia, Union of Employees Queensland.

4 FINANCIAL RISK MANAGEMENT	2016	2015
	\$	\$
Financial Assets		
Cash and Cash at Bank (unrestricted)	264,651	188,796
Other Receivables	<u>5,500</u>	<u>12,262</u>
Carrying Amount of Financial Assets	<u>270,151</u>	<u>201,058</u>
Financial Liabilities		
Other Payables	<u>22,014</u>	<u>10,905</u>
Carrying Amount of Financial Liabilities	<u>22,014</u>	<u>10,905</u>

Cash, cash at bank, other receivables and other payables are short term instruments in nature whose carrying amount is equivalent to fair value. The cash and cash equivalents are held in high quality financial institutions.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

**5 RECONCILIATION OF NET OPERATING SURPLUS/(DEFICIT) FOR
YEAR TO NET CASH INFLOW/(OUTFLOW) FROM OPERATING
ACTIVITIES**

	2016	2015
	\$	\$
Operating Surplus/(Deficit) for Year	59,640	(45,866)
Adjustment for Non Cash Item - Depreciation	459	176
Change in Operating Assets & Liabilities		
(Increase)/Decrease in Receivables	6,762	(4,588)
Increase/(Decrease) in Payables	<u>11,109</u>	<u>3,436</u>
Net Cash Inflow/(Outflow) from Operating Activities	<u>77,970</u>	<u>(46,842)</u>

6 LIQUIDITY RISK

Liquidity risk arises from the possibility that the Branch might encounter difficulty in settling its debts or otherwise meeting its obligations in relation to financial liabilities. The Branch manages this risk through the following mechanisms:-

- preparing forward cash flow analysis in relation to its operational activities.
- maintaining a reputable credit profile.
- investing surplus cash with reputable financial institutions.

The Branch also receives support from the United Firefighters Union of Australia, Union of Employees Queensland as outlined in Note 3.

7 SECTION 272 FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of Section 272 of the Fair Work (Registered Organisations) Act 2009, which read as follows:

Information to be provided to members or general manager.

- (1) A member of a reporting unit, or the General Manager of Fair Work Australia, 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.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

7 SECTION 272 FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009 (Cont)

(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 be not less than 14 days after the application is given to the reporting unit.

(3) A reporting unit must comply with an application made under sub-section (1).

8 REVENUE

No transactions occurred during the financial year in relation to the following sources of revenue.

- capitation fees
- levies
- grants or donations

9 EXPENSES	2016	2015
	\$	\$
Employee Expenses:		
Other Employees	<u>-</u>	<u>-</u>
Employees - Office Holders:		
Wages and Salaries	16,754	13,371
Superannuation	2,965	141
Leave and Other Entitlements	1,925	90
Separation and Redundancies	-	-
Other Employee Expenses	<u>2,528</u>	<u>2,178</u>
	<u>24,172</u>	<u>15,780</u>
Total Employee Expenses	<u>24,172</u>	<u>15,780</u>
Meeting Expenses:		
Fees & Allowances Meeting and Conferences	11,914	7,274
Conference and Meeting Expenses	<u>24,031</u>	<u>6,809</u>
	<u>35,945</u>	<u>14,083</u>
Grants and Donations		
Grants - greater than \$1,000	-	-
- less than \$1,000	-	-
Donations - less than \$1,000	1,182	-
- greater than \$1,000	<u>-</u>	<u>-</u>
	<u>1,182</u>	<u>-</u>

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

9 EXPENSES (Cont'd)

No transactions occurred during the financial year in relation to the following items of expenditure.

- capitation fees
- expenses incurred as consideration for employees making payroll deduction of membership subscriptions.
- compulsory levies
- legal expenses
- penalties

10 STATEMENT OF FINANCIAL POSITION

	2016	2015
	\$	\$
Current Assets		
Cash and Cash Equivalents		
Cash at Bank	210,857	136,746
Cash on Hand	-	-
Short Term Deposits	53,794	52,050
Other	-	-
Total Cash and Cash Equivalents	264,651	188,796
Trade and Other Receivables		
Receivables from other Reporting Units	-	794
Less Provision for Doubtful Debts	-	-
Receivables from other Reporting Units (net)	-	794
Other Receivables		
Prepayments	5,500	11,051
GST Receivable	-	417
Total Other Receivables	5,500	11,468
Total Trade and Other Receivables (net)	5,500	12,262
Liabilities		
Current Liabilities		
Trade Payables	1,199	-
GST Payable	8,968	-
Other Creditors & Accruals	9,832	-
	19,999	-

As at 30 June 2016 there were no liabilities in relation to:-

- payments to employers in relation to the collection of membership subscriptions
- other reporting units

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

11	NON CURRENT ASSETS	2016	2015
		\$	\$
	Office Furniture and Equipment		
	At Cost	2,191	1,276
	Accumulated Depreciation	<u>(575)</u>	<u>(176)</u>
	Total Office Furniture and Equipment	<u>1,616</u>	<u>1,100</u>
	Reconciliation of the opening and closing Balances of Office Furniture & Equipment		
	As at 1 July		
	Gross Book Value	1,276	-
	Accumulated Depreciation and Impairment	<u>(176)</u>	<u>-</u>
	Net Book Value 1 July	<u>1,100</u>	<u>-</u>
	Additions:		
	By Purchase	915	1,276
	Depreciation Expense	<u>(399)</u>	<u>(176)</u>
	Net Book Value 30 June	<u>516</u>	<u>1,100</u>
	Net Book Value as at 30 June represented by:		
	Gross Book Value	2,191	1,276
	Accumulated Depreciation and Impairment	<u>(575)</u>	<u>(176)</u>
	Net Book Value 30 June	<u>1,616</u>	<u>1,100</u>
	Intangible Assets		
	Trademark At Cost		
	Balance 1 July	-	-
	Additions	1,200	-
	Amortisation	<u>(60)</u>	<u>-</u>
	Net Book Value 30 June	<u>1,140</u>	<u>-</u>
12	EMPLOYEE PROVISIONS		
	Annual Leave:		
	Office Holders	2,015	90
	Other Employees	<u>-</u>	<u>-</u>
		<u>2,015</u>	<u>90</u>
	Long Service Leave	-	-
	Separations and Redundancies	<u>-</u>	<u>-</u>
		<u>2,015</u>	<u>90</u>

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

13	REMUNERATION OF AUDITORS	2016	2015
		\$	\$
	Value of the Services Provided		
	Financial Statement Audit Services	3,500	1,308
	Other Services	-	-
	Total Remuneration of Auditors	3,500	1,308

14 OTHER ACQUISITIONS OF ASSETS OR LIABILITIES

During the financial year the Branch has not acquired an asset or liability as a result of:-

- (a) An Amalgamation under Part 2 of Chapter 3 of the RO Act
- (b) A restructure of branches of the organisation.
- (c) A determination by the General Manager under subsection 245(1) of the RO Act of an alternative reporting structure for the organisation.
- (d) A revocation by the General Manager under subsection 249(1) of the RO Act of a certificate issued to an organisation under subsection 245(1).
- (e) A business combination.

15 STATEMENT OF CHANGES IN ACCUMULATED FUNDS

No transaction occurred during the financial year in relation to:-

- funds or accounts in respect of compulsory levies
- transfers or withdrawals to a fund, account or controlled entity where these were kept for a specific purpose.
- a general fund

16 RECOVERY OF WAGES ACTIVITIES

No recovery of wage activity was undertaken by the Branch during the financial year.

17 ADDITIONAL BRANCH INFORMATION

The Branch operates within Queensland. The address of the Branch is 286 Montague Road, West End, Qld.

18 CONTINGENT LIABILITIES

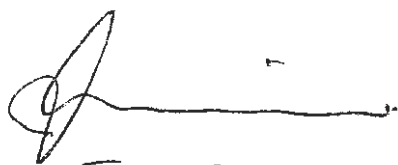
There were no contingent liabilities at the 30 June 2016.

UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH

COMMITTEE OF MANAGEMENT STATEMENT
FOR THE YEAR ENDED 30 JUNE 2016

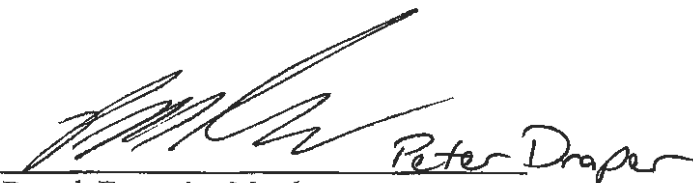
- (f) In relation to the recovery of wages activity:
- (i) There was no recovery of wages activity by the Union during the year ended 30 June 2016.

This declaration is made in accordance with a resolution of the Committee of Management.



JOHN OLIVER

Branch Secretary



Peter Draper

Branch Executive Member

Dated this ~~16th~~ ⁹ day of September 2016
6th

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

INDEPENDENT AUDIT REPORT

To the members of the United Firefighters Union of Australia, Qld Branch.

We have audited the general purpose financial report of United Firefighters Union of Australia, Qld Branch, which comprises the statement of financial position as at 30 June 2016, and the statement of comprehensive income, 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 and the Fair Work (Registered Organisations) Act 2009. 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.

**UNITED FIREFIGHTERS UNION OF AUSTRALIA
QLD BRANCH**

INDEPENDENT AUDIT REPORT

Independence

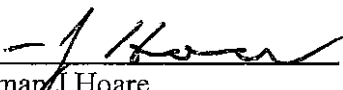
In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies and the Fair Work (Registered Organisations) Act 2009.

Auditor's Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of the United Firefighters Union of Australia Qld Branch as at 30 June 2016, and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009.

As part of our audit of the financial statements we have concluded that Management's use of the going concern basis of accounting in the preparation of the financial statements for the year ended 30 June 2016 is appropriate.

Morris & Batzloff
Chartered Accountants


Norman J Hoare
Partner

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

96 Lytton Road
EAST BRISBANE QLD 4169

6 September 2016

Operating Report for United Firefighters Union of Australia Queensland Branch For year ending 30 June 2016

Number of Members

2383

Number of Employees

1 employees

Review of Principal Activities

United Firefighters Union is a Trade Union whose members are firefighters in Queensland. The Union acts on their behalf in all industrial matters and there have been no significant changes in those activities during the year.

Significant Changes in Financial affairs

Nil

Right of members to resign

A member has the right to resign from the Union under Rule 8 – Resignation – written notice addressed the Branch Secretary.

Superannuation Trustees

No Trustees on Superannuation Board – Firefighters are all under Q-Super – Government Super Fund.

Transactions with related parties

The related parties are our State Union – United Firefighters Union of Australia, Union of Employees, Queensland and our National Office - United Firefighters Union of Australia. The union has transactions with two companies who are related to members of the committee of management and the transactions are on a commercial basis.

Documents provided to members and Committee

Documents were presented to the Committee of Management meeting held on the 6th September 2016 and a resolution was passed. Copies of the financial statements will be made available on the Internet on 8th September 2016 and Members were advised via fax on the 8th September 2016.

Membership of the Committee of Management

Please find attached list of Committee of management and the date they were elected or the date their resignation took effect.

Signed

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

John Oliver

Branch Secretary

DATED...11...Oct...2016



15 July 2016

Mr John Oliver
Branch Secretary
United Firefighters' Union of Australia-Queensland Branch
By email: ufu@ufuq.com.au

Dear Mr Oliver,

**Re: Lodgement of Financial Report - [FR2016/245]
*Fair Work (Registered Organisations) Act 2009 (the RO Act)***

The financial year of the United Firefighters' Union of Australia-Queensland Branch (the reporting unit) ended on 30 June 2016.

This is a courtesy letter to remind you of the obligation to prepare and lodge the financial report for the reporting unit by the due date under s.268 of the RO Act, that being within 14 days after the meeting referred to in s.266 of the RO Act.

Timelines

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

Fact sheets, guidance notes and model statements

Fact sheets and guidance notes in relation to financial reporting under the RO Act are provided on the Fair Work Commission website. This includes a model set of financial statements which have been developed by the FWC. It is not obligatory to use this model but it is a useful resource to ensure compliance with the RO Act, the Reporting Guidelines and the Australian Accounting Standards. The model statement, Reporting Guidelines and other resources can be accessed through our website under [Financial Reporting](#) in the Compliance and Governance section.

Loans, grants and donations: our focus this year

Also you are reminded of the obligation to prepare and lodge a statement showing the relevant particulars in relation to each loan, grant or donation of an amount exceeding \$1,000 for the reporting unit during its financial year. Section 237 requires this statement to be lodged with the FWC within 90 days of the end of the reporting unit's financial year, that is on or before 28 September 2016. A sample statement of loans, grants or donations is available at [sample documents](#).

Over the past year we have noted issues in organisations' financial reports relating to timelines and how loans, grants and donations are reported. We will be focusing closely on these areas this year. Please find attached below fact sheets relating to these requirements or alternatively visit our website for information regarding [financial reporting timelines](#) and [loans, grants and donations](#).

It is requested that the financial report and any Statement of Loans, Grant or Donations be lodged electronically by emailing orgs@fwc.gov.au.

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone : (03) 8661 7777
Email : orgs@fwc.gov.au
Internet : www.fwc.gov.au

Civil penalties may apply

It should be noted that s.268 is a civil penalty provision. Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention) being imposed upon your organisation and/or an officer whose conduct led to the contravention.

Contact

Should you wish to seek any clarification in relation to the above, email orgs@fwc.gov.au.

Yours sincerely,

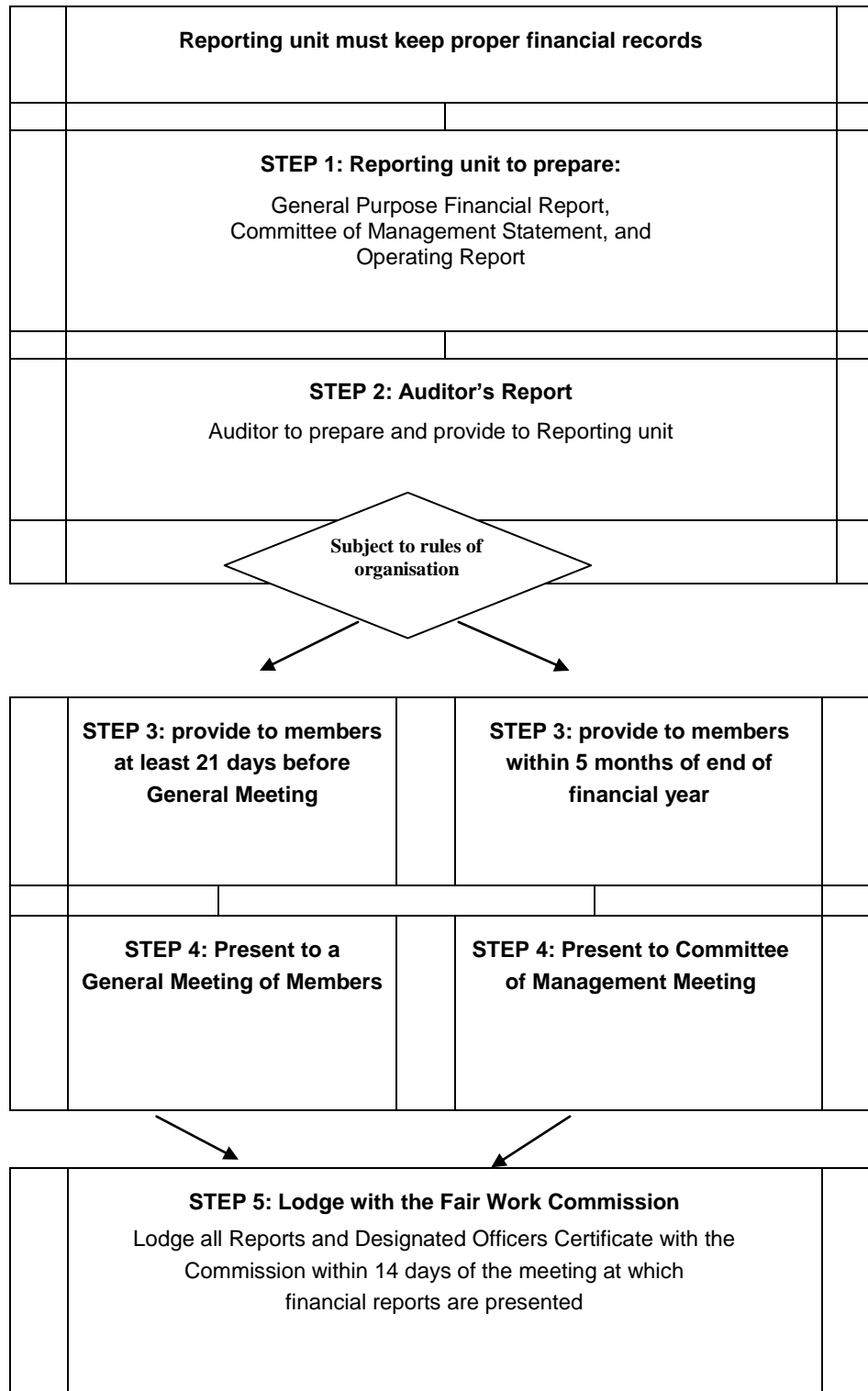


Annastasia Kyriakidis
Adviser
Regulatory Compliance Branch

Financial reporting timelines

Financial reports are to be lodged with the Fair Work Commission (the Commission) within 14 days of the meeting at which the financial reports have been presented, by completing the steps as outlined below.

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



Fact Sheet - Loans, Grants & Donations

The Loans, Grants & Donations Requirements

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

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

The Loans, Grants & Donations Statement

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

the amount,

the purpose,

the security (if it is a loan),

the name and address of the person to whom it was made,* and







the arrangements for repaying the loan.*

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

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

Common misconceptions

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

Misconception	Requirement
 Only reporting units must lodge the Statement.	 All branches and organisations, regardless of whether they lodge a financial report, must lodge the statement within 90 days of the end of the financial year. An organisation cannot lodge a single statement to cover all of its branches.
 Employees can sign the Statement.	 The statement must be signed by an elected officer of the relevant branch.
 Statements can be lodged with the financial report.	 The deadline for the statement is much shorter (90 days) and if it is lodged with the financial report it is likely to be late.

Grants & Donations within the Financial Report

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

As such, the note in the financial report relating to grants and donations will have four lines.

In the [Commission's Model Statements](#) the note appears as follows:

Note 4E: Grants or donations*

Grants:	2016	2015
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Donations:		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Total grants or donations	-	-

Item 17 of the General Manager's Reporting Guidelines requires that these line items appear in the financial report even if the figures are NIL.

Implications for filing the Financial Report

During their review of the 2016 financial report staff of the Commission will confirm that the figures in the financial report match the disclosures made in the statement. Any inconsistencies in these figures will be raised with the organisation or branch for explanation and action.

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

If a reporting unit did not fully comply with these requirements in their 2015 financial report, its filing letter will have included a statement reminding the reporting unit of its obligations.

It is strongly recommended that all reporting units review their filing letters from the previous financial year to ensure any targeted concerns are addressed in their latest financial report. Failure to address these individual concerns may mean that a financial report cannot be filed.

Previous financial reports and filing letters are available from the [Commission's website](#).

Further information

If you have any further questions relating to the loan, grant and donation disclosure requirements in the statement or the financial report, please contact the Regulatory Compliance Branch on orgs@fwc.gov.au