



FAIR WORK
AUSTRALIA

23 December 2011

Mr Greg Smith
State Secretary
Australian Federated Union of Locomotive Employees
PO Box 161
FORTITUDE VALLEY QLD 4006

Dear Mr Smith,

RE: Financial Report for year ending 30 June 2011 - FR2011/2764
Fair Work (Registered Organisations) Act 2009 - (RO Act)
Fair Work (Registered Organisations) Regulations 2009 - (RO Regs)

I acknowledge receipt of the financial report for year ended 30 June 2011 for the Australian Federated Union of Locomotive Employees. The document was lodged with Fair Work Australia (FWA) on 9 December 2011.

The financial report has now been filed.

No further action is required, however, I have a number of points that I would like to raise to assist you in preparing your financial documents in future.

Committee of Management Statement

References to Industrial Registrar should be to the General Manager

Please update paragraph (b) of the Committee of Management Statement to refer to the *'reporting guidelines of the General Manager of FWA'*. Please ensure this is done in future.

Auditors Report

Reference to Union's Registered Organisation name

The heading at the top of the Auditors report refers to "*Australian Federated Union of Locomotive Employees Queensland Union of Employees*" which is incorrect, it should read: "*Australian Federated Union of Locomotive Employees*" which is the registered name of the organisation. Please ensure this amendment is made in future.

General Purpose Financial Report (GPFR)

Statement of changes in equity

The lodged GPFR did not contain a Statement of Changes in Equity. The requirement to include a Statement of Changes in Equity in the GPFR is found in subsection 253(2)(a)(iv) of the RO Act. This subsection states that the financial statements of the GPFR consists of, inter alia, "*any other statements required by the Australian Accounting Standards*" and AASB101(10) requires the Statement of Changes in Equity to form part of the complete set of financial statements. Please ensure a Statement of changes in equity is also lodged as part of the general purpose financial report in future.

Notes to the financial statement - reproduction of s.272(1), (2) and (3) of RO Act

Section 272(5) of the RO Act requires subsections 272(1), (2) and (3) to be reproduced in the general purpose financial report. This is usually provided in the Notes to the general purpose financial report.

The legislation is available at: <http://www.fwa.gov.au/index.cfm?pagename=legislationfwroact>

Please ensure this is done in future.

Notification to auditor

To ensure that these matters are addressed in the future preparation of your financial reports; a copy of this letter will be forwarded to your auditor, Brian Kingston.

If you have any queries regarding this letter, I may be contacted on (03) 8661 7775 (Thursday & Friday) or by email at christine.walker@fwa.gov.au.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'CW', followed by a long horizontal flourish line.

Christine Walker
Organisations, Research and Advice
Fair Work Australia

cc: Brian Kingston
Registered Company Auditor
PO Box 102
Sandgate QLD 4017



2 December 2011

General Manager
Fair Work Australia
PO Box 5713 Central Plaza
BRISBANE QLD 4001

Dear General Manager

In accordance with section 268 of *Fair Work (Registered Organisations) Act 2009*, please find attached by way of lodgement the following documents:

1. A designated officer's certificate
2. The Full Report

I trust that it meets the requirements of the Act and Regulations. If it is deficient in any way, please do not hesitate to contact Ms Charmaine Ryan of this office.

Yours sincerely

GREG SMITH
STATE SECRETARY



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TRAINCREW REPRESENTING TRAINCREW

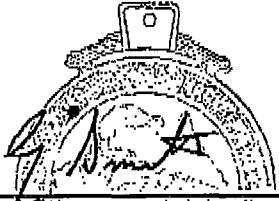


2 December 2011

A.F.U.L.E.

DESIGNATED OFFICER'S CERTIFICATE

I, Gregory William Smith, State Secretary of the Australian Federated Union of Locomotive Employees declare that the documents lodged as the Full Report for the year ended 30 June 2011 of the Australian Federated Union of Locomotive Employees are copies of the documents provided to members on 2 December 2011 via our website and presented to the Management of Committee (referred to in our rules as the "Divisional Council") at our Divisional Council meeting held on 25 November 2011.



Gregory William Smith
State Secretary

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TRAINCREW REPRESENTING TRAINCREW

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

General Purpose Operating Report for the year ended 30 June 2011

Australian Federated Union of Locomotive Employees

Operating Report

1 Principal activities, results and changes thereto of the Union

a. Principal activities

The principal activity of the Australian Federated Union of Locomotive Employees is operating as a registered organisation of employees, comprising persons employed in the train running grade in Queensland.

The Union gives this effect to this principal activity by:

- a. Advising members regarding their conditions of employment and rights and entitlement pursuant to the governing industrial relations regulation
- b. Advising members regarding their entitlements and obligations pursuant to the applicable occupational health and safety legislation and applicable workers' compensation legislation
- c. Representing members during bargaining for union collective agreements
- d. Advocating for improvements to industrial legislation, and legislation pertaining specifically to train running
- e. Representing members during workplace investigations and disciplinary hearings
- f. Representing members and the Union before industrial tribunals
- g. Having carriage of, and protecting, the rules of the Union
- h. Having carriage of the records and accounts of the Union

b. Results of the Principal Activities

The result of our principal activity is the industrial representation of persons employed in the train running grade in Queensland in respect of their rights and entitlements as employees. Specifically, our activities:

- a. Increased the membership of the organisation
- b. Educated members about their conditions of work and industrial rights and obligations.
- c. Assisted to ensure that employers complying with the governing legislation in respect of members' rights and entitlements
- d. Assisted members to give full effect to their rights and entitlements
- e. Preserved and improved the conditions of work applying to members of the Union

c. Significant changes in the nature of the principal activities

There were no significant changes in the nature of these activities across the last financial year.

2. Significant Changes in the Financial Affairs of the Union

There were no significant changes in the financial affairs of the Union during the financial year.

3. Details of the right of members to resign from the Union pursuant to section 174 of the *Fair Work (Registered Organisations) Act 2009*.

Pursuant to section 174 of the *Fair Work (Registered Organisations) Act 2009* the right of members of the union to resign their membership is set out in Rule 6. Rule 6 provides:

- (1) *A member of the Union may resign from membership by written notice addressed and delivered to the State Secretary of the Union, or another officer authorised by the Union to receive such correspondence.*
- (2) *A notice of resignation from membership of the Union takes effect:*
 - (a) *where the member ceases to be eligible to become a member of the Union:*
 - (i) *on the day on which the notice is received by the Union; or*
 - (ii) *on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member; whichever is later; or*
 - (b) *in any other case:*
 - (i) *at the end of 2 weeks after the notice is received by the Union; or*
 - (ii) *on the day specified in the notice; whichever is later.*
- (3) *Any dues payable but not paid by a former member of the Union, in relation to a period before the member's resignation from the Union took effect, may be sued for and recovered in the name of the Union, in a court of competent jurisdiction, as a debt due to the Union.*
- (4) *A notice delivered to the person(s) mentioned in subsection (1) is taken to have been received by the Union when it was delivered.*
- (5) *A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered in accordance with subsection (1).*
- (6) *A resignation from membership of the Union is valid even if it is not effected in accordance with this section if the member is informed in writing by or on behalf of the Union that the resignation has been accepted.*

4. Details of any officer or member of the Union who is a trustee of a superannuation entity or an exempt public sector superannuation scheme, or a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme, and where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation.

No officer or member of the Union falls within the category described above.

5. Any other information considered relevant by the Union

There is no other information that the Union considers are relevant.

6. Prescribed information pursuant to Regulation 159 of the *Fair Work (Registered Organisations) Regulations 2009*

- (a) *The number of persons that were, at the end of the financial year to which the report relates, 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 reporting unit under section 244 of the Fair Work (Registered Organisations) Act 2009*

At the end of the financial year, there were 1,601 members of the Union.

- (b) *The number of persons who were, at the end of the financial year to which the report relates, employees of the Union, where the number of employees includes both full-time employees and part-time employees measured on a full-time equivalent basis.*

At the end of the financial year there were three (3) full time employees of the Union.

- (c) *The name of each person who has been a member of the Committee of Management of the reporting unit at any time during the reporting period, and the period for which he or she held such a position.*

Members of the Committee of Management (Divisional Council) during the Financial Year	
Name	Period
Gregory William Smith	01 July 2010 – 30 June 2011
Shayne Anthony Ware	01 July 2010 – 30 June 2011
Glen Roland McGaw	01 July 2010 – 30 June 2011
Gregory John Hooper	01 July 2010 – 31 December 2010
Vacant	01 January 2011 – 30 June 2011
Casey James Douce	01 July 2010 – 30 June 2011
Warren Neville Hinds	01 July 2010 – 30 June 2011
Keryn Geoffery Staib	01 July 2010 – 31 December 2010
John Anthony Pedersen	01 January 2011 – 30 June 2011
Darryl Irving Torrens	01 July 2010 – 30 June 2011
Wayne Kerry Robeck	01 July 2010 – 30 June 2011
Kevin Richard Voll	01 July 2010 – 30 June 2011



Gregory William Smith
State Secretary
Date: 28 July 2011

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Committee of Management Statement for the year ended 30 June 2011

COMMITTEE OF MANAGEMENT STATEMENT

On 28 July 2011, the Committee of Management of the Australian Federated Union of Locomotive Employees passed the following resolution in relation to the general purpose operating report for the financial year ended 30 June 2011:

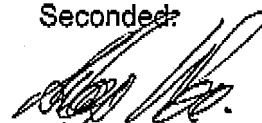
- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (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; and
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit 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 reporting unit 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) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the *Fair Work (Registered Organisations) Act 2009* has been furnished to the member or Registrar; and
 - (vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the *Fair Work (Registered Organisations) Act 2009*.
- (f) There was no recovery of wages activity for the financial year ended 30 June 2011.

Moved:



.....
Gregory Smith
State Secretary
Date: 28 July 2011

Seconded:



.....
Shayne Ware
State President
Date: 28 July 2011

BRIAN P. KINGSTON
Registered Company Auditor
A B N 31 544 245 595

ALL CORRESPONDENCE TO:
P.O. Box 102,
Sandgate. Qld. 4017.
Facsimile: 3865 3251

AUDIT REPORT TO THE MEMBERS OF
AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES QUEENSLAND
UNION OF EMPLOYEES

The financial report and the committee's responsibility:

The general purpose financial report comprises of financial statements containing the profit and loss statement, balance sheet, and any other statements required by the Australian Accounting Standards (AAS) and notes required by the AAS and information required by the reporting Guidelines, such as the Committee of Management Statement for the period ended the 30th June, 2011.


The committee is responsible for the preparation and true and fair presentation of the financial report. 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.

My responsibility is to express an opinion on the general purpose financial report and the Committee of Management Statement based on my audit. I conducted my audit in accordance with Australian Auditing Standards. These standards require that I 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. An audit also includes evaluating appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. In conducting my audit, I have complied with the independence requirements of the Corporations Act 2001 and the Australian professional ethical pronouncements.

In my opinion, the general purpose financial report is presented fairly in accordance with AAS and the requirements imposed by Part 3 of Chapter 8 of the fair work (Registered Organisations) Act 2009.


Brian P. Kingston.
Reg.No.6101.

Dated at Brisbane this 16 day of 11 2011.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES
QUEENSLAND

NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30th JUNE, 2011.

Note 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES.

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards and other mandatory professional reporting requirements.

The financial report is prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non – current assets. Cost is based on fair values of the consideration given in exchange of assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the material accounting policies adopted in the preparation of the financial report.

(a) Inventories.

Inventories are measured at the lower of cost and net realisable value. Costs are assigned on a first-in first-out basis.

(b) Office furniture and equipment.

Plant and equipment are brought to account at cost, less where applicable, any accumulated depreciation. The carrying amount of office furniture and equipment is reviewed annually to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts. The depreciable amount of all fixed assets are depreciated on a straight line or diminishing value basis over their useful lives commencing from the time the asset is held ready for use. The depreciation rate for each class of depreciable assets is based on the effective life of the particular asset.

(c) Employee entitlements.

Provision is made for the liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Contributions are made to an employee's superannuation fund and are charged as expenses when incurred.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Balance Sheet as at 30 June 2011

		30/06/2011	30/06/2010
		\$	\$
	<u>Note</u>	<u>2011</u>	<u>2010</u>
Accumulated Funds		<u>982,585</u>	<u>972,827</u>
Reserves			
Asset revaluation reserve		<u>203,313</u>	<u>0</u>
Members equity		<u>1,185,898</u>	<u>972,827</u>
 Represented by:			
Current Assets			
Cash at Bank	1	314,610	294,823
Debtors	2	1,760	1,633
Funds on Deposit	2	7,930	20,684
Investments at market value	3	629,118	616,503
Petty Cash		400	400
		<u>953,818</u>	<u>934,043</u>
 Non current assets			
Unit 45 / 269 Wickham Street Fortitude Valley at cost			171,687
at valuation 5/10/2011		375,000	
Office furniture and equipment		16,468	22,750
	4	<u>391,468</u>	<u>194,437</u>
Total Assets		<u>1,345,286</u>	<u>1,128,480</u>
 Current Liabilities			
Creditors		41,766	28,695
Officers Entitlements		110,870	113,731
Employee Entitlements		<u>6,752</u>	<u>13,227</u>
		<u>159,388</u>	<u>155,653</u>
Net assets		<u>1,185,898</u>	<u>972,827</u>

To be read in conjunction with the Auditor's Report and the notes to the accounts.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Notes to and Forming Part of the Financial Account for year ended 30 June 2011

	<u>2011</u>	<u>2010</u>
	\$	\$
Note 1		
<u>Cash at Bank - General</u>		
ANZ Bank Account #3677 63354	314,610	294,823
	<u>314,610</u>	<u>294,823</u>
Note 2		
<u>Cash at Bank - Other Funds</u>		
Macquarie CMT Legal A/C 119 250 751	509	5,500
Macquarie CMT Mortality A/C 119 250 769	7,421	15,184
Trust - Franking Credits	1,760	1,633
	<u>9,690</u>	<u>22,317</u>
Note 3		
<u>Investments (at Market Value)</u>		
BT M Wrap Invest - General Fund M02 126 766	205,361	202,483
BT M Wrap Invest - Mortality Fund M02 126 862	116,646	114,597
Aust Unity (W) Mtge Trust - General 101 304 295	161,983	152,828
Aust Unity (W) Mtge Trust - Retire 101 304 311	97,666	92,147
Change in Value of Investment	47,462	54,448
	<u>629,118</u>	<u>616,503</u>

The following amounts are to be transferred from the ANZ General Account to:

Legal Account	6,239	6339
Mortality	9,359	9509

To be read in conjunction with the Auditor's Report and the notes to the accounts.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Notes to and Forming Part of the Financial Account for year ended 30 June 2011

	<u>2011</u>	<u>2010</u>
	\$	\$
Note 4		
Fixed Assets		
Unit 45/269 Wickham Street, Fortitude Valley at Valuation 5/10/11	171,687 <u>203,313</u> 375,000	171,687 <u>171,687</u>
Office Equipment		
Opening Value	39910	35333
Additions at Cost	2,629	4577
Assets written off	-987	
	<u>41,552</u>	<u>39,910</u>
Less Accumulated Depreciation	<u>-29,499</u>	<u>-22,210</u>
	<u>12,053</u>	<u>17,700</u>
Office Furniture and Fittings		
Opening Value	23648	22,213
Additions at Cost	<u>0</u>	<u>1,435</u>
	23648	23,648
Less Accumulated Depreciation	<u>-19233</u>	<u>-18,598</u>
	<u>4415</u>	<u>5,050</u>
	<u><u>391,468</u></u>	<u><u>194,437</u></u>
Note 5		
ALP	0	8,932
QCU	17439	8,602
Union Shopper	<u>3310</u>	<u>2,445</u>
	<u>20,749</u>	<u>19,979</u>
Employees Remuneration		
Staff	372,413	280,495
Officers Remuneration		
4 Staff	198,070	154,142
14 Officers	174,343	126,353
Employees Superannuation		
Staff	44,308	34,888
Officers Superannuation		
4 Office Staff	26,904	17,671
14 Officers	17,404	17,217

To be read in conjunction with the Auditor's Report and the notes to the accounts.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Profit and Loss Appropriation Statement for the year ended 30 June 2011

	30/06/2011	30/06/2010
	\$	\$
Operating Surplus	16,590	3,817
Balance General Fund brought forward	972,827	914,562
Change in Value of Investments	-6,832	54,448
Accumulated Funds	<u>982,585</u>	<u>972,827</u>

To be read in conjunction with the Auditor's Report and the notes to the accounts.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Profit and Loss Statement for the year ended 30 June 2011

	30/06/2011	30/06/2010
	\$	\$
Income		
Membership Contribution	600738	601,130
Levies - Mortality Fund	9359	14,040
- Legal Contingency	6239	9,359
- General Fund	6239	9,359
Interest Earned	5140	2,664
Trust Income	19728	17,307
AFULE Apparel	45	9
Total Income	<u>647,488</u>	<u>653,868</u>
Total Expenditure	<u>630,898</u>	<u>650,051</u>
Surplus for year	<u>16,590</u>	<u>3,817</u>

To be read in conjunction with the auditor's report and the notes to the accounts.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Profit and Loss Statement for the year ended 30 June 2011

	30/06/2011	30/06/2010
	\$	\$
Expenditure		
Accountancy Fees	6,509	4,255
Affiliation Fees - QCU	17,439	8,602
Affiliation Fees - Union Shop	3,310	2,445
Affiliation Fees - ALP and ACTU	0	8,932
Audit Fees	0	4,700
Bank Charges	1,121	987
Body Corporate	9,664	20,597
Campaign	7,493	115,671
Cleaning	420	0
Commissions	3,276	0
Computer/Net exp & upgrades	7,168	22,008
Depreciation	6,994	6,762
Diaries, Badges and Logo Shirts	18,807	13,963
Divisional Council Expenses and Meetings	15,257	17,879
Donations	1,000	802
Electricity	1,609	1,172
Freight Paid	841	1,687
Functions	3,079	2,756
General Expenses	3,771	7,861
Income Protection	4,689	5,193
Insurance	1,341	1,331
Legal Expenses	14,748	17,460
Loss on Scrapping Assets	987	0
Mortality Payments	22,000	10,000
Postage	4,163	2,635
Printing and Stationery	8,752	12,962
Provision for Employee Entitlements	-9,363	-10,685
Rates	3,894	3,363
Repairs	2,248	775
Salaries	372,413	280,495
Storage	3,031	2,798
Subscriptions	6,386	2,547
Superannuation	44,308	34,888
Telephone	20,716	17,961
Training	977	727
Travelling	21,090	25,943
Workers Compensation	760	579
	<u>630,898</u>	<u>650,051</u>

To be read in conjunction with the Auditor's Report and the notes to the accounts.

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

Statement of Cash Flows for year ended 30 June 2011

NOTES TO THE STATEMENT OF CASH FLOWS

	Note	2011	2010
Note 1 Reconciliation of Cash			
For the purpose of the statement of Cash Flows, cash includes cash on hand and in Banks and investments in money market instruments. Cash at the end of the year as shown in the Statement of Cash Flows is reconciled to the related items in the financial statements as follows;			
Cash on Hand		400	400
ANZ - Cheque Account	1	314,610	294,823
Macquarie CMT			
- Legal Account	2	509	5,500
- Mortality Account	2	7,421	15,184
		<u>322,940</u>	<u>315,907</u>
Note 2 Reconciliation of Net Cash Provided by Operating Activities to Operating Surplus			
Operating Surplus for year		16,590	3,817
Non Cash Flows from Ordinary Activities			
- Depreciation		6,994	6,762
- Dividend Re Investment		-19,729	-17,307
Changes in Assets and Liabilities, net of the effects of purchases and disposals:			
- (Increase) Decrease in Investments		-19,256	-8,490
- Increase (Decrease) in Creditors		13,071	7,489
- Increase (Decrease) Long Service Leave		9,363	11,686
Net Cash Flows from/(used in) operating activities		<u>7,033</u>	<u>3,957</u>

AUSTRALIAN FEDERATED UNION OF LOCOMOTIVE EMPLOYEES

STATEMENT OF CASH FLOWS FOR YEAR ENDED 30 JUNE 2011

	Note	2011	2010
CASH FLOWS FROM - OPERATING ACTIVITIES			
Revenue from Members		642,348	651,204
Investment Income		5,140	2,664
Payments to Suppliers and Employees		-640,455	-649,911
NET CASH PROVIDED BY OPERATING ACTIVITIES		<u>7,033</u>	<u>3,957</u>
 CASH FLOWS FROM - INVESTING ACTIVITIES			
(Increase) Decrease in Investments			
NET CASH USED IN INVESTING ACTIVITIES		<u>0</u>	<u>0</u>
 Net Increase (Decrease) in Cash Held		<u>7,033</u>	<u>3,957</u>
 Cash at Beginning of Year		315,907	311,950
Cash at end of year	8	<u>322,940</u>	<u>315,907</u>