



30 November 2018

Mr Wayne Patch  
Chairperson  
Australian Public Transport Industrial Association

Dear Mr Patch

**Re: – Financial reporting – Australian Public Transport Industrial Association - for year ending 30 June 2018 (FR2018/254)**

I refer to the financial report of the Australian Public Transport Industrial Association in respect of the year ending 30 June 2018. The documents were lodged with the Registered Organisations Commission ('the ROC') on 15 October 2018. An amended designated officer's certificate was received on 28 November 2018.

The financial report has been filed. The financial report was 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.

Please note the report for year ending 30 June 2019 may be subject to an advanced compliance review.

You are not required to take any further action in respect of the report lodged. However, I make the following comments to assist when preparing the next report.

Officer's declaration statement – to include all nil activity disclosures not elsewhere disclosed.

Item 21 of the reporting guidelines states that if any activities identified within items 10-20 have not occurred in the reporting period, a statement to this effect must be included either in the financial statements, the notes or in an officer's declaration statement. The officer's declaration statement included a number of nil activity disclosures for which there was already an equivalent form of nil disclosure in the body of the notes or financial statements. The duplicated disclosures were:

- RG 12 - acquire an asset or liability due to an amalgamation under Part 2 of Chapter 3 of the RO Act, a restructure of the branches of an organisation, a determination or revocation by the General Manager, Fair Work Commission (Note 12)
- RG 13(b) - receive capitation fees from another reporting unit (P&L)
- RG 13(c) - receive revenue via compulsory levies (P&L)
- RG 13(d) - receive donations or grants (P&L)
- RG 14(a) - incur fees as consideration for employers making payroll deductions of membership subscriptions (Note 4A)
- RG 14(b) - pay capitation fees to another reporting unit (P&L)
- RG 14(c) - pay affiliation fees to other entity (P&L)
- RG 14(d) - pay compulsory levies (Note 4A)

- RG 14(e)(i) - pay a grant that was \$1,000 or less (P&L<sup>1</sup>)
- RG 14(e)(ii) - pay a grant that exceeded \$1,000 (P&L<sup>1</sup>)
- RG 14(e)(iii) - pay a donation that was \$1,000 or less (P&L<sup>1</sup>)
- RG 14(e)(iv) - pay a donation that exceeded \$1,000 (P&L<sup>1</sup>)
- RG 14(h) - pay to a person fees or allowances to attend conferences or meetings as a representative of the reporting unit (Note 4A)
- RG 14(i) - incur expenses due to holding a meeting as required under the rules of the organisation (Note 4A)
- RG 14(j)(i) - pay legal costs relating to litigation (P&L, Note 4B)
- RG 14(j)(ii) - pay legal costs relating to other legal matters (P&L, Note 4B)
- RG 14(k) - pay a penalty imposed under the RO Act or the Fair Work Act 2009 (Note 4A)
- RG 15(a) - have a receivable with other reporting unit(s) (Note 5A)
- RG 15(b) - have a payable with other reporting unit(s) (Note 6A)
- RG 18 - provide cash flows to another reporting unit and/or controlled entity (Cash Flow Statement)
- RG 18 - receive cash flows from another reporting units and/or controlled entity (Cash Flow statement)

Please note that it is not necessary that all nil activities be disclosed in a particular part of the general purpose financial report, and the reporting unit will have a preference as to where each is located, but each only needs to be disclosed once within the report.

### Reporting Requirements

The ROC website provides a number of factsheets in relation to the financial reporting process and associated timelines. The website also contains the s.253 reporting guidelines and a model set of financial statements. The ROC recommends that reporting units use these model financial statements to assist in complying with the RO Act, the s.253 Reporting Guidelines and Australian Accounting Standards. Access to this information is available via [this link](#).

If you have any queries regarding this letter, please contact me on (02) 6746 3283 or by email at [stephen.kellett@roc.gov.au](mailto:stephen.kellett@roc.gov.au).

Yours faithfully



Stephen Kellett  
Financial Reporting  
Registered Organisations Commission

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<sup>1</sup> The single nil balance for “Grants or donations” in the statement of comprehensive income is taken by logical implication to signify that there were no donations or grants for all of the amount sub-categories.

# Australian Public Transport Industrial Association

*s.268 Fair Work (Registered Organisations) Act 2009*

Certificate for the year ended 30 June 2018

I, Wayne Patch, being Chairman of the Australian Public Transport Industrial Association certify:

- That the documents lodged herewith are copies of the full report for the Australian Public Transport Industrial Association for the year ended 30 June 2018, referred to in s.268 of the Fair Work (Registered Organisations) Act 2009:
- That the report (including signed auditors report) was provided to members of the reporting unit on 12 September 2018 and
- That the full report was presented to a general meeting of members on 7 October 2018 in accordance with s.266 of the Fair Work (Registered Organisations) Act 2009.



Signature of prescribed designated officer.....

**WAYNE PATCH**

Name of prescribed designated officer.....

**CHAIRPERSON**

Title of prescribed designated officer.....

Dated 28 November 2018

# DJ Weekes & Co

Pty Limited ABN: 67 107 735 731 CHARTERED ACCOUNTANTS

## **TAX & BUSINESS SOLUTIONS**

Liability limited by a scheme approved under

Professional Standards Legislation

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## INDEPENDENT AUDITOR'S REPORT

To the Members of Australian Public Transport Industrial Association,

**Audit Report on the Financial Report for the Year Ended 30<sup>th</sup> June, 2018**

### *Opinion*

I have audited the accompanying financial report of Australian Public Transport Industrial Association, which comprises the statement of financial position as at 30<sup>th</sup> June 2018, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended 30<sup>th</sup> June, 2018, notes to the financial statements including a summary of significant accounting policies, the Committee of Management Statement, the Subsection 255(2A) Report and the Officer Declaration Statement.

In my opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of the Australian Public Transport Industrial Association as at 30 June, 2018 and its financial performance and its cash flows for the year ended on that date in accordance with:

- a) the Australian Accounting Standards; and
- b) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009 (the RO Act)*.

I declare that management's use of the going concern basis in the preparation of the financial statements of the reporting unit is appropriate.

### *Basis for Opinion*

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the Reporting Unit in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### *Information Other than the Financial Report and Auditor's Report Thereon*

The Committee of Management is responsible for the other information. The other information obtained at the date of this auditor's report is in the operating report accompanying the financial report.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

### *Responsibilities of Committee of Management for the Financial Report*

The Committee of Management of the Reporting Unit is responsible for the preparation of the financial report that gives a true and fair view in accordance Australian Accounting Standards and the RO Act, and for such internal control as the Committee of Management determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee of Management is responsible for assessing the Reporting Unit's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee of Management either intend to liquidate the Reporting unit or to cease operations, or have no realistic alternative but to do so.

### *Auditor's Responsibilities for the Audit of the Financial Report*

My objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Reporting Unit's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Committee of Management.
- Conclude on the appropriateness of the Committee of Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Reporting unit's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to date of my auditor's report. However, future events or conditions may cause the Reporting Unit to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Reporting unit to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the Reporting unit audit. I remain solely responsible for my audit opinion.

I communicate with the Committee of Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I declare that I am an auditor registered under the RO Act.

*Report on Other Legal and Regulatory Requirements*

There were no matters to report arising pursuant to Section 252 and 257(7) of the RO Act.



**DJ Weekes MBus FCA**  
ROC Registered Auditor No:AA2017/109  
**DJ WEEKES & CO. PTY LTD**  
**Chartered Accountants**  
Bathurst, New South Wales.  
Dated this 17<sup>th</sup> Day of August, 2018

## Australian Public Transport Industrial Association Financial and Operational Reports Year end 30 June 2018

- > *S.255(2A) Report for year ended 30 June 2018*
- > *Operating Report*
- > *Committee of Management Statement*
- > *General Purpose Financial Report*

### Bus Australia Network



## Australian Public Transport Industrial Association

### REPORT SUBSECTION 255(2A)

for the year ended 30 June 2018

The Committee of Management presents the expenditure report as required under subsection 255(2A) on the Australian Public Transport Industrial Association for the year ended 30 June 2018.

Descriptive form

Categories of expenditures	2018 \$	2017 \$
Remuneration and other employment-related costs and expenses - employees	-	-
Advertising	-	-
Operating costs	316,436	316,789
Donations to political parties	-	-
Legal costs	-	-

Signature of Designated Officer:



Wayne Patch

Chairperson

Dated: 15/8/18

## **Australian Public Transport Industrial Association**

### **OPERATING REPORT**

*for the year ended 30 June 2018*

The Committee of Management presents its operating report on the Australian Public Transport Industrial Association for the year ended 30 June 2018.

#### **Principle Activities**

The principal activities of the Association during the financial year were to promote, protect, provide services and advance the interests of its members relating to Industrial Instruments, including Modern Awards, the development of Enterprise Agreements and representation of members in various jurisdictions.

The Association also has brought matters to its members that are relevant to the industry and represents members and/or interested persons before the Fair Work Commission and in meetings and discussions with unions and other organizations of employees or employers.

The Association's principal activities resulted in maintaining and improving the position of its members within the Industrial Relations framework.

#### **Significant Changes in Nature of Principal Activities**

There were no significant changes in the nature of the Association's principal activities during the financial year.

#### **Significant Changes in Organization's Financial Affairs**

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Association.

#### **Right of members to resign**

Any member has the right to resign from the Association in accordance with the provisions of Rule 9 of the Association's rules which states:

**"Termination of Membership**

(1) Membership may be terminated by a member giving written notice of resignation addressed and delivered to the Chairperson at the Registered Office of the Association.

(2) A notice of resignation takes effect:

(a) where the member ceases to be eligible to become a member of the Association:

(i) on the day on which the notice is received by the Association; or

(ii) on the day specified in the notice, not being earlier than the day on which the member ceases to be eligible to become a member, whichever is the later; and

(b) in any other case:

(i) at the end of two (2) weeks after the notice is received by the Association; or

(ii) on the day specified in the notice, whichever is the later

(3) A notice of resignation shall be taken to have been received under this Rule when it is delivered to the Chairperson."

**Number of Officers or members who are superannuation fund trustee(s) or director of a company that is a superannuation fund trustee where being a member or officer of a registered organisation is a criterion for them holding such position**

There are no such Trustees or Directors.

**Number of members**

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 21.

**Number of employees**

The Organisation has no direct employees and services are provided through an external consultant to the equivalent of 0.5 of a full time equivalent employee.

**Names of Committee of Management members and period positions held during the financial year**

Wayne Patch, Chairperson  
Steve Scott, Deputy Chairperson  
Stephen Rowe (Retired 02/03/2018) John  
King, Councillor (Appointed 02/03/2018)  
Stephen Lucas, Councillor  
Ben Doolan, Councillor  
Jonathan Cook, Councillor  
Anthony Hopkins, Councillor  
Rolf Mitchell, Councillor  
Shane Dewsbery, Councillor  
Stephen Rowe, Councillor  
Dennis Sutton, Councillor  
Robert Wright, Councillor  
Ben Romanowski, Councillor (Retired 22/02/2018)  
Sam Lucas, Councillor (Appointed 22/02/2018)

Signature of designated officer:



Wayne Patch  
Chairperson

Dated: 15 August 2018

## Australian Public Transport Industrial Association

### COMMITTEE OF MANAGEMENT STATEMENT

for the year ended 30 June 2018

On this 10th day of August 2018 the Committee of Management (Council) of the Australian Public Transport Industrial Association (APTIA) passed the following resolution to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2018:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act);
- (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 RO Act; and
  - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
  - (v) where information has been sought in any request by a member of the reporting unit or Commissioner duly made under section 272 of the RO Act has been provided to the member or Commissioner; and
  - (vi) where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.

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

Signature of Designated Officer:



Wayne Patch

Chairperson

Dated: 10 August 2018

General Purpose Financial Report  
Australian Public Transport Industrial Association  
2017-2018



08 August 2018

Bus Australia Network



**AUSTRALIAN PUBLIC TRANSPORT INDUSTRIAL ASSOCIATION**  
**STATEMENT OF COMPREHENSIVE INCOME**  
*for the year ended 30 June 2018*

		2018	2017
	Notes	\$	\$
<b>Revenue</b>			
Membership subscriptions		75,000	85,000
Capitation fees		-	-
Levies		-	-
Other revenue		55,682	59,258
<b>Total revenue</b>		<u>130,682</u>	<u>144,258</u>
<b>Other Income</b>			
Grants and/or donations		-	-
Resources received free of charge	3A	189,952	183,169
<b>Total other income</b>		<u>189,952</u>	<u>183,169</u>
<b>Total income</b>		<u>320,634</u>	<u>327,427</u>
<b>Expenses</b>			
Employee expenses		-	-
Capitation fees		-	-
Affiliation fees		-	-
Administration expenses	4A	312,815	312,829
Grants or donations		-	-
Legal costs	4B	-	-
Audit fees	9	3,621	3,960
Other expenses		-	-
<b>Total expenses</b>		<u>316,436</u>	<u>316,789</u>
<b>Profit (loss) for the year</b>		<u>4,198</u>	<u>10,638</u>
<b>Other comprehensive income</b>			
<b>Total comprehensive income for the year</b>		<u>4,198</u>	<u>10,638</u>

The above statement should be read in conjunction with the notes

**AUSTRALIAN PUBLIC TRANSPORT INDUSTRIAL ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
*as at 30 June 2018*

	Notes	2018 \$	2017 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	5A	2,985	11,638
Trade and other receivables	5B	22,581	9,729
<b>Total current assets</b>		<u>25,565</u>	<u>21,367</u>
<b>Total assets</b>		<u>25,565</u>	<u>21,367</u>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade payables	6A	-	-
<b>Total current liabilities</b>		<u>-</u>	<u>-</u>
<b>Total liabilities</b>		<u>-</u>	<u>-</u>
<b>Net assets</b>		<u>25,565</u>	<u>21,367</u>
<b>EQUITY</b>			
Retained earnings (accumulated deficit)		<u>25,565</u>	<u>21,367</u>
<b>Total equity</b>		<u>25,565</u>	<u>21,367</u>

The above statement should be read in conjunction with the notes

**AUSTRALIAN PUBLIC TRANSPORT INDUSTRIAL ASSOCIATION**  
**STATEMENT OF CHANGES IN EQUITY**  
*for the year ended 30 June 2018*

	Notes	General funds \$	Retained earnings \$	Total equity \$
Balance as at 1 July		-	10,729	10,729
Profit for the year		-	10,638	10,638
Closing balance as at 30 June 2017		-	21,367	21,367
Profit (loss) for the year		-	4,198	4,198
Closing balance as at 30 June 2018		-	25,565	25,565

The above statement should be read in conjunction with the notes

**AUSTRALIAN PUBLIC TRANSPORT INDUSTRIAL ASSOCIATION**  
**CASH FLOW STATEMENT**  
*for the year ended 30 June 2018*

		2018	2017
	Notes	\$	\$
<b>OPERATING ACTIVITIES</b>			
<b>Cash received</b>			
Receipts from other reporting units/controlled entity(s)		-	-
Other		140,767	170,891
<b>Cash used</b>			
Employees		-	-
Suppliers		(149,420)	(163,809)
Payment to other reporting units/controlled entity(s)		-	-
<b>Net cash from (used by) operating activities</b>	<b>7A</b>	<b>(8,653)</b>	<b>7,082</b>
<b>Net Increase (decrease) in cash held</b>		<b>(8,653)</b>	<b>7,082</b>
Cash & cash equivalents at the beginning of the reporting period		11,638	4,556
<b>Cash &amp; cash equivalents at the end of the reporting period</b>	<b>5A</b>	<b>2,985</b>	<b>11,638</b>

The above statement should be read in conjunction with the notes.

## Index to the Notes of the Financial Statements

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Note 14	Section 272 <i>Fair Work (Registered Organisations) Act 2009</i>

## **Note 1 Summary of significant accounting policies**

### **1.1 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 Association 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 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.

### **1.2 Comparative amounts**

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

### **1.3 Significant accounting judgements and estimates**

There are no significant accounting judgements or estimates identified that pose a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

### **1.4 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 standard.

#### *Future Australian Accounting Standards Requirements*

It has been assessed that other new and revised accounting standards and interpretations issued by the Australian Accounting Standards Board that apply to future reporting periods will not have a material financial impact on the Association's future financial statements.

### **1.5 Revenue**

Revenue is measured at the fair value of the consideration received or receivable. Revenue from subscriptions is accounted for on an accrual basis and is recorded as revenue in the year to which it relates. Revenue from the sale of goods is recognised when, the risks and rewards of ownership have been transferred to the buyer, the Association retains no managerial involvement or effective control over the goods, the revenue and transaction costs incurred can be reliably measured, and it is probable that the economic benefits associated with the transaction will flow to the entity. Donation income is recognised when it is received. Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any impairment allowance account. Collectability of debts is reviewed at end of the reporting period. Allowances are made when collectability of the debt is no longer probable. Interest revenue is recognised on an accrual basis using the effective interest method.

## **1.6 Capitation fees and levies**

Capitation fees and levies are recognised on an accrual basis and recorded as a revenue and/or expense in the year to which it relates.

## **1.7 Employee benefits**

The Association has no employees.

## **1.8 Cash**

Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, deposits held at call with bank, other short-term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value.

## **1.12 Financial instruments**

Financial assets and financial liabilities are recognised when the Association becomes a party to the contractual provisions of the instrument.

Financial assets and financial liabilities are initially measured at fair value. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities (other than financial assets and financial liabilities at fair value through profit or loss) are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition. Transaction costs directly attributable to the acquisition of financial assets or financial liabilities at fair value through profit or loss are recognised immediately in profit or loss.

## **1.13 Financial assets**

The Association's has only one category of financial instruments, being 'loans and receivables'. The Association does not have any financial assets in the 'financial assets at fair value through profit or loss', 'held-to-maturity investments' or 'available-for-sale financial assets' categories.

### *Loan and receivables*

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate, except for short-term receivables when the recognition of interest would be immaterial.

### *Effective interest method*

The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, when appropriate, a shorter period, to the net carrying amount on initial recognition.

Income is recognised on an effective interest rate basis except for debt instruments other than those financial assets that are recognised at fair value through profit or loss.

### *Impairment of financial assets*

Financial assets are assessed for impairment at the end of each reporting period. Financial assets are considered to be impaired when there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the investment have been affected.

For certain trade receivables, objective evidence of impairment may include the Associations past experience of collecting payments, an increase in the number of delayed payments in the portfolio past the average credit period of 60 days, as well as observable changes in national or local economic conditions that correlate with default on receivables.

For financial assets carried at amortised cost, the amount of the impairment loss recognised is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the financial asset's original effective interest rate.

When trade receivables are impaired, the carrying amount is reduced through the use of an allowance account. When a trade receivable is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognised in profit or loss.

#### **1.14 Financial Liabilities**

The only category of financial liabilities the Association handles are classified as 'other financial liabilities'. The Association does not handle financial liabilities classified as 'financial liabilities at fair value through profit or loss' or 'held for trading'.

##### *Other financial liabilities*

Other financial liabilities, including trade and other payables, are initially measured at fair value, net of transaction costs.

Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

##### *Derecognition of financial liabilities*

The Association derecognises financial liabilities when, and only when, the Association's obligations are discharged, cancelled or they expire. The difference between the carrying amounts of the financial liability derecognised and the consideration paid and payable is recognised in profit or loss.

#### **1.15 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.

## **1.16 Taxation**

The Association is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for Fringe Benefits Tax (FBT) and 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.

Cash flows are included in the cash flow statement on a gross basis. 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.

## **1.17 Fair value measurement**

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement is based on the presumption that the transaction to sell the asset or transfer the liability takes place either:

- In the principal market for the asset or liability, or
- In the absence of a principal market, in the most advantageous market for the asset or liability

The principal or the most advantageous market must be accessible by the Association. The fair value of an asset or a liability is measured using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

Fair values of financial instruments measured at amortised cost are disclosed in Note 11.

## **1.18 Going concern**

The Association is reliant on the agreed financial support of the Bus Industry Confederation Inc to continue on a going concern basis. This agreed financial support is to continue until otherwise determined by the Council of the Bus Industry Confederation Inc.

## **Note 2 Events after the reporting period**

There were no events that occurred after 30 June 2018, and/or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of the Association.

	2018	2017
	\$	\$
<b>Note 3      Income</b>		
<b>Note 3A: Resources received free of charge</b>		
Goods and services from related parties free of charge	189,952	183,169
<b>Total resources received free of charge</b>	<u>189,952</u>	<u>183,169</u>
<b>Note 4      Expenses</b>		
<b>Note 4A: Administration expenses</b>		
Compulsory levies	-	-
Conference and meeting expenses	10,186	9,377
Consideration to employers for payroll deductions	-	-
Contractors/consultants	270,000	270,000
Fees/allowances – meetings and conferences	-	-
Office expenses	1,049	832
Penalties - via RO Act or RO Regulations	-	-
Subscriptions	26,995	26,734
Other	4,585	5,886
<b>Total administration expense</b>	<u>312,815</u>	<u>312,829</u>
<b>Note 4B: Legal costs</b>		
Litigation	-	-
Other legal matters	-	-
<b>Total legal costs</b>	<u>-</u>	<u>-</u>
<b>Note 5      Current assets</b>		
<b>Note 5A: Cash and cash equivalents</b>		
Cash at bank	2,985	11,638
<b>Total cash and cash equivalents</b>	<u>2,985</u>	<u>11,638</u>
<b>Note 5B: Trade and other receivables</b>		
<b>Receivables from other reporting unit/s/</b>		
<i>Nil</i>	-	-
<b>Total receivables from other reporting unit/s/</b>	<u>-</u>	<u>-</u>
<b>Less provision for doubtful debts</b>		
<i>Nil</i>	-	-
<b>Total provision for doubtful debts</b>	<u>-</u>	<u>-</u>
<b>Receivable from other reporting unit/s/ (net)</b>	<u>-</u>	<u>-</u>

	2018	2017
	\$	\$
<b>Other receivables:</b>		
GST receivable from the Australian Taxation Office	1,359	1,347
Other trade receivables	21,222	8,382
<b>Total other receivables</b>	<u>22,581</u>	<u>9,729</u>
<b>Total trade and other receivables (net)</b>	<u><u>22,581</u></u>	<u><u>9,729</u></u>

**Note 6 Current liabilities**

**Note 6A: Trade payables**

Trade creditors and accruals	-	-
Operating lease rentals	-	-
<b>Subtotal trade creditors</b>	<u>-</u>	<u>-</u>
<b>Payables to other reporting unit/s/</b>		
<i>Nil</i>	-	-
<b>Subtotal payables to other reporting unit/s/</b>	<u>-</u>	<u>-</u>
<b>Total trade payables</b>	<u><u>-</u></u>	<u><u>-</u></u>

Settlement is usually made within 30 days.

**Note 7 Cash flow**

**Note 7A: Cash flow reconciliation**

**Reconciliation of cash and cash equivalents as per Balance Sheet to Cash Flow Statement:**

<b>Cash and cash equivalents as per:</b>		
Cash flow statement	2,985	11,638
Balance sheet	2,985	11,638
<i>Difference</i>	<u>-</u>	<u>-</u>

**Reconciliation of profit/(deficit) to net cash from operating activities:**

Profit/(deficit) for the year	4,198	10,638
<b>Changes in assets/liabilities</b>		
(Increase)/decrease in net receivables	(12,851)	(3,556)
Increase/(decrease) in supplier payables	-	-
<b>Net cash from (used by) operating activities</b>	<u><u>8,653</u></u>	<u><u>7,082</u></u>

## Note 8 Related party disclosures

### Note 8A: Related party transactions for the reporting period

A related party is a person that controls or has significant influence over the reporting entity, or is a member of the Key Management Personnel (KMP) of the reporting entity, and includes their close family members and entities in which the KMP and/or their close family members individually or jointly have control or significant influence.

The Bus Industry Confederation (BIC) is a related party of Australian Public Transport Industrial Association (APTIA), with a number of KMP being common to both organisations. For the year ended 30 June 2018, APTIA purchased \$126,364 (2017: \$133,500) of management services from BIC. For the year ended 30 June 2018, BIC also provided \$189,952 (2017: \$183,169) of resources to APTIA free charge.

### Terms and conditions of transactions with related parties

Other than the transactions identified above between APTIA and BIC, all other sales to and purchases with related parties have been made on terms equivalent to those that prevail in arm's length transactions. Outstanding balances for sales and purchases at the year end are unsecured and interest free and settlement occurs in cash. There have been no guarantees provided or received for any related party receivables or payables. For the year ended 30 June 2018, the Australian Public Transport Association has not recorded any impairment of receivables relating to amounts owed by related parties and declared person or body (2017: \$nil). This assessment is undertaken each financial year through examining the financial position of the related party and the market in which the related party operates.

The Association does not have any employees. All operations and services are provided by third parties.

	2018	2017
	\$	\$

## Note 9 Remuneration of auditors

### Value of the services provided

Financial statement audit services	3,621	3,960
Other services	-	-
<b>Total remuneration of auditors</b>	<b>3,621</b>	<b>3,960</b>

No other services were provided by the auditors of the financial statements.

The auditors of the Association were paid directly by the Bus Industry Confederation Inc.

**Note 10 Financial instruments**

The Associations financial instruments mainly consist of receivables and payables. No other financial instruments were held during the year.

**Note 10A: Categories of financial instruments**

	2018	2017
<i>Financial assets</i>		
Loans and receivables:		
Trade Receivables	21,222	8,382
<b>Total</b>	<b>21,222</b>	<b>8,382</b>
<i>Carrying amount of financial assets</i>		
	<b>21,222</b>	<b>8,382</b>

**Note 10B: Credit risk**

The Board of management monitors and manages the financial risk exposures of the Association including the review of transactions and review of the controls relating to credit risk, liquidity risk and market risk. This monitoring and managing is undertaken at Association's regular Board of Management Meetings.

The following table illustrates the entity's gross exposure to credit risk, excluding any collateral or credit enhancements.

	2018	2017
	\$	\$
<b>Financial assets</b>		
Receivables	21,222	8,382
<b>Total</b>	<b>21,222</b>	<b>8,382</b>

In relation to the entity's gross credit risk the following collateral is held: nil.

**Credit quality of financial instruments not past due or individually determined as impaired**

	Not past due nor impaired	Past due or impaired	Not past due nor impaired	Past due or impaired
	2018	2018	2017	2017
	\$	\$	\$	\$
Receivables	21,222	-	8,382	-
<b>Total</b>	<b>21,222</b>	<b>-</b>	<b>8,382</b>	<b>-</b>

**Ageing of financial assets that were past due but not impaired for 2018**

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$	\$	\$	\$	\$
Receivables	12,227	8,995	-	-	21,222
<b>Total</b>	<b>12,227</b>	<b>8,995</b>	<b>-</b>	<b>-</b>	<b>21,222</b>

### Note 10C: Liquidity risk

The Association is reliant on the Bus Industry Confederation Inc for meeting its obligations relating to financial liabilities.

#### Contractual maturities for financial liabilities 2018

	On Demand	< 1 year	1– 2 years	2– 5 years	>5 years	Total
		\$	\$	\$	\$	\$
Other Payables	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

#### Contractual maturities for financial liabilities 2017

	On Demand	< 1 year	1– 2 years	2– 5 years	>5 years	Total
		\$	\$	\$	\$	\$
Other Payables	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Note 10D: Market risk

The Association does not carry any financial assets subject to market risk. There has been no change in this circumstance from the year ended 30 June 2018.

### Note 11 Fair value measurement

The Management of the Association has assessed that cash, trade receivables, and trade payables approximate their carrying amounts largely due to the short term maturities of these instruments. There were no other financial assets carried by the Association.

The following table contains the carrying amounts and related fair values for the Association's financial assets:

	Carrying amount	Fair value	Carrying amount	Fair value
	2018	2018	2017	2017
	\$	\$	\$	\$
<b>Financial Assets</b>				
Receivables	21,222	21,222	8,382	8,382
<b>Total</b>	<b>21,222</b>	<b>21,222</b>	<b>8,382</b>	<b>8,382</b>

### Note 12 Business Combinations

Pursuant to the disclosure requirements of Section 255 of the Fair Work (Registered Organisations) Act 2009 (the RO Act), it is advised that the Association did not acquire any asset or liability during the financial year as a result of:

- i) an amalgamation under Part 2 of Chapter 3, of the RO Act;
- ii) a restructure of the branches of the association;
- iii) a determination of the General Manager under subsection 254(1) of the RO Act; or
- iv) a revocation of a certificate issued under subsection 245(1) by the General manager under subsection 249(1) of the RO Act.

**Note 13 Administration of financial affairs by a third party**

<b>Name of entity providing service:</b>	Bus Industry Confederation Inc.
<b>Terms and conditions:</b>	Support provided pursuant to a resolution of the Board of Management.
<b>Nature of expenses/consultancy service:</b>	Legal advice, mediation and litigation support.

**Detailed breakdown of revenues collected and/or expenses incurred**

	2018	2017
	\$	\$
<b>Revenue</b>		
<b>Total revenue</b>	-	-
<b>Expenses</b>		
Audit Fees	3,621	3,960
Compulsory levies	-	-
Conference and meeting expenses	10,186	9,377
Consideration to employers for payroll deductions	-	-
Contractors/consultants	270,000	270,000
Fees/allowances – meetings and conferences	-	-
Office expenses	1,049	832
Penalties - via RO Act or RO Regulations	-	-
Subscriptions	26,995	26,734
Other	4,464	5,766
<b>Total administration expense</b>	<b>316,315</b>	<b>316,669</b>

**Note 14 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 subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or General Manager:

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

It should be noted that no application has been received from any member (or the General Manager of the Fair Work Commission) for specified prescribed information pursuant to subsection 272(5) and as required by subsections (1), (2) and (3) of the RO Act. These sections of the Act provide for prescribed information to be provided to any member (or the General Manager of the Fair Work Commission) upon written application.

## AUSTRALIAN PUBLIC TRANSPORT INDUSTRIAL ASSOCIATION OFFICER DECLARATION STATEMENT

I, Wayne Parch, being the chairperson of the Australian Public Transport Industrial Association declare that the following activities did not occur during the reporting period ending 30 June 2018.

The reporting unit did not:

- agree to receive financial support from another reporting unit to continue as a going concern (refers to agreement regarding financial support not dollar amount)
- agree to provide financial support to another reporting unit to ensure they continue as a going concern (refers to agreement regarding financial support not dollar amount)
- acquire an asset or liability due to an amalgamation under Part 2 of Chapter 3 of the RO Act, a restructure of the branches of an organisation, a determination or revocation by the General Manager, Fair Work Commission
- receive capitation fees from another reporting unit
- receive any other revenue from another reporting unit
- receive revenue via compulsory levies
- receive donations or grants
- receive revenue from undertaking recovery of wages activity
- incur fees as consideration for employers making payroll deductions of membership subscriptions
- pay capitation fees to another reporting unit
- pay any other expense to another reporting unit
- pay affiliation fees to other entity
- pay compulsory levies
- pay a grant that was \$1,000 or less
- pay a grant that exceeded \$1,000
- pay a donation that was \$1,000 or less
- pay a donation that exceeded \$1,000
- pay to a person fees or allowances to attend conferences or meetings as a representative of the reporting unit
- incur expenses due to holding a meeting as required under the rules of the organisation
- pay legal costs relating to litigation
- pay legal costs relating to other legal matters
- pay a penalty imposed under the RO Act or the Fair Work Act 2009
- have a receivable with other reporting unit(s)
- have a payable with other reporting unit(s)
- have a payable to an employer for that employer making payroll deductions of membership subscriptions
- have a payable in respect of legal costs relating to litigation
- have a payable in respect of legal costs relating to other legal matters
- have a fund or account for compulsory levies, voluntary contributions or required by the rules of the organisation or branch
- transfer to or withdraw from a fund (other than the general fund), account, asset or controlled entity
- have a balance within the general fund
- provide cash flows to another reporting unit and/or controlled entity
- receive cash flows from another reporting units and/or controlled entity
- make a payment to a former related party of the reporting unit

Signed by the officer:

Dated:



15/8/18