

30 August 2024

The Committee
Western Australian Prison Officers' Union of Workers
107 Abernethy Road
Belmont WA 6104

Dear Committee Members,

We advise that we have completed our audit for CPSU-SPSF Group – Western Australian Prison Officers' Union of Workers (WAPOU) Branch for the year ended 30 June 2024 and enclose the following documents for your attention:

- Signed financial statements for CPSU–SPSF Group-WAPOU Branch; and
- Our management letters for the year ended 30 June 2024.

Please do not hesitate to contact us should you have any queries in relation to the audit.

Yours sincerely

AMW AUDIT
Chartered Accountants



MARTIN SHONE
Principal

**CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON
OFFICERS’ UNION (WAPOU) BRANCH**

ABN 98 473 603 480

**GENERAL PURPOSE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024**

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS’ UNION (WAPOU) BRANCH

ABN 98 473 603 480

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS
OF CPSU – SPSF GROUP - WESTERN AUSTRALIAN PRISON OFFICERS' UNION (WAPOU) BRANCH**

Report on the Audit of the Financial Report

Opinion

I have audited the financial report of CPSU – SPSF Group - Western Australian Prison Officers' Union (WAPOU) Branch (“the Union”), which comprises the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended 30 June 2023, notes to the financial statements, including a summary of material accounting policy information; 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 CPSU – SPSF Group - Western Australian Prison Officers' Union (WAPOU) Branch as at 30 June 2024 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 Union 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 Union 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 Union are responsible for the preparation of the financial report that gives a true and fair view in accordance with 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 Union’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 Union 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 Union'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 Union'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 the date of my auditor's report. However, future events or conditions may cause the Union 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 Union to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the Union 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 approved auditor, a member of Institute of Chartered Accountants in Australia and New Zealand and registered under the RO Act.



AMW AUDIT

Chartered Accountants

Address: Unit 8, 210 Winton Road, Joondalup, Western Australia



MARTIN SHONE

Principal & Registered Company Auditor

RO Registration number AA2017/8

Dated at Perth, Western Australia this 30th day of August 2024



**AUDITORS' INDEPENDENCE DECLARATION
TO THE MEMBERS OF
CPSU-SPSF GROUP – WESTERN AUSTRALIAN PRISON OFFICERS' UNION (WAPOU)
BRANCH**

As auditor for the audit of CPSI – SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch for the year ended 30 June 2024, I declare that, to the best of my knowledge and belief, during the year ended 30 June 2024 there has been:

- i. No contraventions of any applicable code of professional conduct in relation to the audit.

A handwritten signature in black ink that reads 'AMW Audit'.

AMW AUDIT

Chartered Accountants

A handwritten signature in black ink, appearing to be 'M Shone'.

MARTIN SHONE

Principal & Registered Company Auditor
RO Registration number AA2017/8

Dated at Perth, Western Australia this 30th day of August 2024

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER

Certificate for the year ended 30 June 2024

I, Andrew Smith being the Secretary of the CPSU – SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch certify:

- that the documents lodged herewith are copies of the full report for the CPU – SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch for the year ended 30 June 2024 referred to in s.268 of the Fair Work (Registered Organisations) Act 2009; and
- that the full report was provided to members of the CPSU-SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch on _____ 2024; and
- that the full report for the year ended 30 June 2024 was presented to a general meeting of members of the CPSU-SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch on _____ 2024 in accordance with s.266 of the Fair Work (Registered Organisations) Act 2009.

Andrew Smith
Secretary

Dated:

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

REPORT REQUIRED UNDER SUBSECTION 255(2A)

for the year ended 30 June 2024

The Committee of Management presents the expenditure report as required under subsection 255(2A) on the CPSU-SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch for the year ended 30 June 2024.

Descriptive form

Categories of expenditures	2024 \$	2023 \$
Remuneration and other employment-related costs and expenses - employees	-	-
Advertising	-	-
Operating costs	21,156	42,917
Donations to political parties	-	-
Legal costs	-	18,665



Andrew Smith
Secretary

Dated: 30 August 2024

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

OPERATING REPORT

FOR THE YEAR ENDED 30 JUNE 2024

The Committee of Management presents its operating report on the Reporting Unit for the year ended 30 June 2024.

Review of principal activities, the results of those activities and any significant changes in the nature of those activities during the year

The principal activities of the Union during the year ended 30 June 2024 were as follows:

- representing individual members in grievance disputes with employers resulting in members being treated fairly and their rights respected.
- representing all members at various workplaces regarding disputes with employers resulting in a fair outcome.
- negotiating Enterprise Bargaining Agreements resulting in increased wages and conditions for members covered by those Agreements.
- negotiating Industrial Agreements at a number of worksites resulting in the settlement of disputes or the resulting in flexibility working arrangements.
- providing Union Delegates and Worksite Committee members with training and education to enable them to better represent members in the workplace.

Significant changes in financial affairs

Members may resign from the Union by giving written notice to the Union in accordance with the rules of the Union.

Right of members to resign

Members may resign from the Union by giving written notice to the Union in accordance with the rules of the Union.

Officers or members who are superannuation fund trustee(s) (include position details) 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

No officer or member of the reporting unit holds a position as a trustee or director of a superannuation entity or exempt public sector superannuation scheme where the criterion for holding such position is that they are an officer or member of an organisation.

Number of members

Number of members as at 30 June 2024: 2,469 (30 June 2023: 2,477).

Number of employees

At the end of the financial period the Union employed nil staff.

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

OPERATING REPORT (CONT'D) FOR THE YEAR ENDED 30 JUNE 2024

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

The State Executive members who held office during the period were:

Michael Cromb	President
Andrew Smith	Secretary
Benjamin Taulanga	Vice President
Beven Hanlon	Assistant Secretary
Julie Hampton Meagher	Treasurer
Derick McAteer	Executive Member
Dennis Dow	Executive Member
Adrian Louw	Executive Member

Members of the State Executive Committee were in office for the period covering the report until the date of this report unless otherwise stated.

The State Council members who held office during the period were:

Steven Makinson	Acacia Prison	
Stojan Stojanovic	Academy Prison	Resigned 22/04/24
Jason Pennicott	Albany Prison	
Bernadine Deimel	Bandyup Prison	
Jenny Chadwick	Bandyup Prison	Resigned 19/07/24
Bernadette Harris	Boronia Prison	
Jamie Marshall	Broome Prison	Resigned 30/08/24
Vacant	Broome Prison	
Martin Snailum	Bunbury Prison	
Richard Beet	Bunbury Prison	
Shadd Elson	Bunbury Prison	Resigned 22/09/24
Robert Sheehan	Casuarina Prison	
Tim Sheridan	Casuarina Prison	
Michael Walsh	Casuarina Prison	
Vacant	Casuarina Prison	
Glen Marriott	DDU Prison	Resigned 06/09/24
Stephen Parker	EGRP Prison	
Keith Cavazzi	EGRP Prison	
Caroline Pizzey	Greenough Prison	
Jason Staiger	Greenough Prison	
Kevan Mills	Hakea Prison	Resigned 04/05/24
Andy Powell	Hakea Prison	
Clive Mitchell	Hakea Prison	
Peter Nield	Karnet Prison	
Will Edwards	Melaleuca Prison	Resigned 22/02/24
Boyd Burns	Pardelup Prison	
Daniel Grant	Roebourne Prison	
Richard O'Hara	Wandoo Prison	

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

**OPERATING REPORT (CONT'D)
FOR THE YEAR ENDED 30 JUNE 2024**

The State Council members who held office during the period were (cont'd):

Pamela Puha	West Kimberley Regional Prison
Paul Morris	West Kimberley Regional Prison
Alasdair Kirwan	Wooroloo Prison
Vacant	Wooroloo Prison
Neil Branigan	Work Camps

Members have been in office for the period covering the report until the date of this report unless otherwise stated.

Signed in accordance with a resolution of the Committee of Members passed on 30th August 2024.



Andrew Smith
Secretary

Dated: 30 August 2024

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

COMMITTEE OF MANAGEMENT STATEMENT

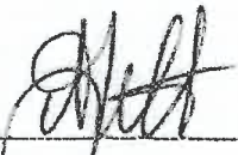
FOR THE YEAR ENDED 30 JUNE 2024

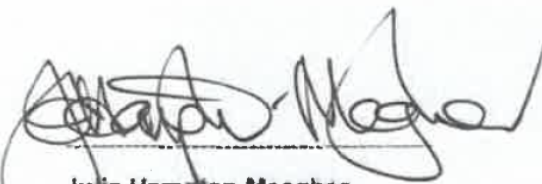
On 30 August 2024, the Committee of Management of CPSU – SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch passed the following resolution in relation to the general-purpose financial report (GPFR) for the year ended 30 June 2024:

The Committee of Management declares that in its opinion:

- (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 Union for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the Union 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 Union concerned; and
 - (ii) the financial affairs of the Union have been managed in accordance with the rules of the organisation including the rules of a Union concerned; and
 - (iii) the financial records of the Union have been kept and maintained in accordance with the RO Act; and
 - (iv) where the organisation consists of two or more Unions, the financial records of the Union have been kept, as far as practicable, in a consistent manner with each of the other Unions of the organisation; and
 - (v) where information has been sought in any request by a member of the Union 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.



Andrew Smith
Secretary

Julie Hampton-Meagher
Treasurer

Dated: 30 August 2024

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON**OFFICERS' UNION (WAPOU) BRANCH**

ABN 98 473 603 480

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2024**

	Note	2024 \$	2023 \$
Revenue			
Interest Received	3A	-	-
Total Revenue		-	-
Other Income			
Transfers from Western Australian Prison Officers' Union of Workers	3	21,155	61,584
Total other income		21,155	61,584
Total income		21,155	61,584
Expenses			
Capitation Fees and other expenses to Community and Public Sector Union - State Public Services Federation Group	4A	21,155	42,917
Other expenses	4B	1	18,665
Total expenses		21,156	61,582
Surplus for the year		(1)	2
Other Comprehensive Income		-	-
Total Comprehensive Income for the year		(1)	2

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

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON**OFFICERS' UNION (WAPOU) BRANCH****ABN 98 473 603 480****STATEMENT OF FINANCIAL POSITION****AS AT 30 JUNE 2024**

	Note	2024	2023
		\$	\$
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	5A	455	455
Trade and Other Receivables	5B	-	3,978
TOTAL CURRENT ASSETS		455	4,433
NON-CURRENT ASSETS			
TOTAL NON-CURRENT ASSETS		-	-
TOTAL ASSETS		455	4,433
LIABILITIES			
CURRENT LIABILITIES			
Trade Payables	6A	1	3,978
TOTAL CURRENT LIABILITIES		1	3,978
NON-CURRENT LIABILITIES			
TOTAL NON-CURRENT LIABILITIES		-	-
TOTAL LIABILITIES		1	3,978
NET ASSETS		454	455
EQUITY			
Retained Earnings		454	455
TOTAL EQUITY		454	455

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

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

**STATEMENT OF CHANGES OF EQUITY
FOR THE YEAR ENDED 30 JUNE 2024**

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2022	453	453
Surplus	2	2
Closing balance at 30 June 2023	455	455
Deficit	(1)	(1)
Closing balance at 30 June 2024	454	454

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

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON**OFFICERS' UNION (WAPOU) BRANCH**

ABN 98 473 603 480

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2024**

		2024	2023
		\$	\$
OPERATING ACTIVITIES			
Cash received			
Receipts from Western Australian Prison Officers' Union of Workers	7B	25,133	61,952
Interest			-
Cash used			
Payment to Community and Public Sector Union - State Public Services Federation Group	7B	(21,155)	(42,917)
Payment to suppliers		(3,978)	(18,655)
Net cash used in Operating Activities	7A	<u>-</u>	<u>380</u>
INVESTING ACTIVITIES			
Cash received		-	-
Cash used		-	-
Net cash from Investing Activities		<u>-</u>	<u>-</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Cash received		-	-
Cash used		-	-
Net cash from Financing Activities		<u>-</u>	<u>-</u>
Net Increase (Decrease) in Cash held		-	380
Cash and Cash Equivalents at the Beginning of the Reporting Period		455	75
Cash and Cash Equivalents at the End of the Reporting Period	5A	<u>455</u>	<u>455</u>

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

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**

Note 1 Summary of material accounting policy information

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 (RO Act). For the purpose of preparing the general-purpose financial statements, the CPSU – SPSF Group - Western Australian Prison Officers' Union (WAPOU) Branch is a not-for-profit entity.

The financial statements, except for cash flow information, 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 Going concern

The Union is not reliant on the agreed financial support of another reporting unit to continue on a going concern basis. However, the Union is reliant on the financial support of the Western Australian Prison Officers' Union of Workers, see Note 8.

The Union has not agreed to provide financial support to another reporting unit to ensure they can continue as a going concern.

1.3 Comparative amounts

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

1.4 Significant accounting judgements and estimates

The following accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

Key estimates

Impairment

Nil

Key judgments

Available-for-sale investments

Nil

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**

Note 1 Summary of material accounting policy information (continued)

1.5 New Australian Accounting Standards (continued)

Adoption of New Australian Accounting Standard requirements

No new accounting standards had a material effect on the financial statements.

Future Australian Accounting Standards

The AASB has issued a number of new and amended Accounting Standards that have mandatory application dates for future reporting periods. The Union has decided not to early adopt any of the new and amended pronouncements.

1.6 Acquisition of assets and or liabilities that do not constitute a business combination

The Union did not 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 the organisation, a determination by the General Manager of the Fair Work Commission under subsection 245(1) or 249(1) of the RO Act.

1.7 Current versus non-current classification

The Union presents assets and liabilities in the statement of financial position based on current/non-current classification.

An asset is current when it is:

- Expected to be realised or intended to be sold or consumed in the normal operating cycle;
- Held primarily for the purpose of trading;
- Expected to be realised within twelve months after the reporting period; or
- Cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least twelve months after the reporting period

All other assets are classified as non-current.

A liability is current when:

- It is expected to be settled in the normal operating cycle;
- It is held primarily for the purpose of trading;
- It is due to be settled within twelve months after the reporting period; or
- There is no unconditional right to defer the settlement of the liability for at least twelve months after the reporting period

The terms of the liability that could, at the option of the counterparty, result in its settlement by the issue of equity instruments do not affect its classification.

The Union classifies all other liabilities as non-current.

1.8 Revenue

The Branch enters into various arrangements where it receives consideration from another party. These arrangements include consideration in the form of membership subscriptions, capitation fees, levies, grants, and donations.

The timing of recognition of these amounts as either revenue or income depends on the rights and obligations in those arrangements.

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**

Note 1 Summary of material accounting policy information (continued)

1.8 Revenue (continued)

Membership subscriptions

For membership subscription arrangements that meet the criteria to be contracts with customers, revenue is recognised when the promised goods or services transfer to the customer as a member of the Branch. If there is only one distinct membership service promised in the arrangement, the Branch recognises revenue as the membership service is provided, which is typically based on the passage of time over the subscription period to reflect the Branch's promise to stand ready to provide assistance and support to the member as required.

If there is more than one distinct good or service promised in the membership subscription, the Branch allocates the transaction price to each performance obligation based on the relative standalone selling prices of each promised good or service. In performing this allocation, standalone selling prices are estimated if there is no observable evidence of the price that the Branch charges for that good or service in a standalone sale. When a performance obligation is satisfied, which is either when the customer obtains control of the good (for example, books or clothing) or as the service transfers to the customer (for example, member services or training course), the Branch recognises revenue at the amount of the transaction price that was allocated to that performance obligation.

For member subscriptions paid annually in advance, the Branch has elected to apply the practical expedient to not adjust the transaction price for the effects of a significant financing component because the period from when the customer pays and the good or services will transfer to the customer will be one year or less.

When a member subsequently purchases additional goods or services from the Branch at their standalone selling price, the Branch accounts for those sales as a separate contract with a customer.

Capitation fees

Where the Branch's arrangement with a branch or another reporting unit meets the criteria to be a contract with a customer, the Branch recognises the capitation fees promised under that arrangement when or as it transfers the funds.

In circumstances where the criteria for a contract with a customer are not met, the Branch will recognise capitation fees as income upon receipt (as specified in the income recognition policy below).

Levies

Levies paid by a member (or other party) in an arrangement that meets the criteria to be a contract with a customer is recognised as revenue when or as the Branch transfers the funds.

In circumstances where the criteria for a contract with a customer are not met, the Branch will recognise levies as income upon receipt (as specified in the income recognition policy below).

Income of the Branch as a not-for-profit entity

Consideration is received by the Branch to enable the entity to further its objectives. The Branch recognises each of these amounts of consideration as income when the consideration is received (which is when the Branch obtains control of the cash) because, based on the rights and obligations in each arrangement:

- the arrangements do not meet the criteria to be contracts with customers because either the arrangement is unenforceable or lacks sufficiently specific promises to transfer goods or services to the customer; and
- the Branch's recognition of the cash contribution does not give to any related liabilities.

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

OFFICERS' UNION (WAPOU) BRANCH

ABN 98 473 603 480

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**

Note 1 Summary of material accounting policy information (continued)

1.8 Revenue (continued)

During the year, the Branch did not receive cash consideration whereby that consideration will be recognised as income upon receipt.

Volunteer services

In circumstances where the fair value of the volunteer services can be measured reliably, the Branch recognises the fair value of volunteer services received as income together with a corresponding expense where the economic benefits of the volunteer services are consumed as the services are acquired. Where the volunteer services will contribute to the development of an asset, the fair value is included in the carrying amount of that asset.

During the year, the Branch did not recognise any volunteer services as revenue because it could not reliably measure the fair value of those services.

1.9 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 and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

1.10 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.

1.11 Taxation

The Union 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 statement of cash flows 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.

Note 2 Events after the reporting period

There has not been any matter or circumstance occurring subsequent to the end of the financial year that has significantly affected, or may significantly affect, the operations of the Union, the results of those operations, or the state of affairs of the Union in subsequent financial periods.

CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON

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ABN 98 473 603 480

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**

Note 3 Income

2024	2023
\$	\$

Note 3A: Interest received

Deposits

-	-
---	---

Note 4 Expenses

Note 4A: Capitation fees

Community and Public Section Union – State Public Services Federation Group

21,155

42,917

Total capitation fees

21,155

42,917

Capitation fees being payment to National Office for membership fees paid to CPSU – SPSFG

Note 4B: Other expenses

Legal Fees - Members

-

18,665

Other expenses

1

-

Total other expenses

1

18,665

Note 5: Current Assets

Note 5A: Cash and Cash Equivalents

Cash at bank

455

455

Total cash and cash equivalents

455

455

Note 5B: Trade and Other Receivables

Other receivables:

Western Australian Prison Officers' Union of Workers

-

3,978

Total other receivables

-

3,978

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**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
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	2024	2023
	\$	\$
Note 6: Current Liabilities		
Note 6A: Trade Payables		
Payables to other reporting units		
Community and Public Section Union – State Public Services Federation Group	1	3,978
Subtotal payables to other reporting units	<u>1</u>	<u>3,978</u>
Total trade payables	<u>1</u>	<u>3,978</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:

Cash and cash equivalents as per:

Cash flow statement	455	455
Balance sheet	455	455
Difference	<u>-</u>	<u>-</u>

Reconciliation of profit to net cash from operating activities:

Profit/(Deficit) for the year	(1)	2
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Changes in assets/liabilities:

(Increase)/decrease in trade and other receivables	3,978	368
Increase/(decrease) in payables	<u>(3,977)</u>	<u>10</u>
Net cash used in operating activities	<u>-</u>	<u>380</u>

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**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**

	2024	2023
	\$	\$
Note 7B: Cash flow information		
Cash inflows		
Transfer from WAPOU to cover capitation fees payment	25,133	61,952
Total cash inflows	25,133	61,952
Cash outflows		
Community and Public Section Union – State Public Services Federation Group	(21,155)	(42,917)
Payment to suppliers	(3,978)	(18,655)
Total cash outflows	(25,133)	(61,572)

Note 8: Related Party Disclosures

Note 8A: Related Party Transactions for the Reporting Period

The following table provides the total amount of transactions that have been entered into with related parties for the relevant financial year.

Revenue received from the following:

Western Australian Prison Officers' Union of Workers	21,155	61,584
--	--------	--------

Amounts owed by the following:

Western Australian Prison Officers' Union of Workers	-	-
--	---	---

Terms and conditions of transactions with related parties

The sales and purchases from related parties are 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 and payables. For the year ended 30 June 2024, the Union has not recorded any impairment of receivables relating to amounts owed by related parties and declared person or body (2023: \$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.

Note 9: Remuneration of Auditors

Value of the services provided

Financial statement audit services	-	-
Other services	-	-
Total remuneration of auditors	-	-

Auditors' remuneration recognised & paid by Western Australian Prison Officers' Union of Workers.

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**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
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Note 11D: Credit Risk (continued)

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

	Not Past Due nor Impaired 2024	Past due or impaired 2024	Not Past Due nor Impaired 2023	Past due or impaired 2023
	\$	\$	\$	\$
Trade and other receivables	-	-	3,978	-
Total	-	-	3,978	-

Ageing of financial assets that were past due but not impaired for 2024

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$	\$	\$	\$	\$
Trade and other receivables	-	-	-	-	-
Total	-	-	-	-	-

Ageing of financial assets that were past due but not impaired for 2023

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$	\$	\$	\$	\$
Trade and other receivables	3,978	-	-	-	3,978
Total	3,978	-	-	-	3,978

Note 11E: Liquidity Risk

Liquidity risk is the risk that the Union will encounter difficulties in meeting the contractual obligations of its financial liabilities (principally due to shortage of funds).

Liquidity risk is kept continually under review and managed to ensure that cleared funds are held to meet the obligations on the respective due dates.

Liquidity risk is managed through:

- (a) Monitoring short term forecasted in-flows and the committed cash outflows of financial liabilities;
- (b) Monitoring the unused withdrawal facilities with banks.

The tables below reflect an undiscounted contractual maturity analysis for non-derivative financial liabilities.

Note 11E: Liquidity Risk

The Union does not hold directly any derivative financial liabilities.

Cash flows realised from financial assets reflect management's expectation as to the timing of realisation. Actual timing may therefore differ from that disclosed. The timing of cash flows presented in the table to settle financial liabilities reflects the earliest contractual settlement date.

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**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
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Note 11E: Liquidity Risk (continued)

Contractual maturities for financial liabilities 2024

	On Demand	< 1 year	1-2 years	2-5 years	>5 years	Total
	\$	\$	\$	\$	\$	\$
Trade payables	1	-	-	-	-	1
Total	1	-	-	-	-	1

Contractual maturities for financial liabilities 2023

Trade payables	3,978	-	-	-	-	3,978
Total	3,978	-	-	-	-	3,978

Note 11F: Market Risk

(a) Interest rate risk

Interest rate risk is the risk that the fair values and cash-flows of Union's financial instruments will be affected by changes in the market interest rates.

The management of the Union believes that the risk of interest rate movement would not have material impact on Union's operations.

(b) Other price risk

Other price risk relates to the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk) of securities held.

Sensitivity analysis

The following table illustrates sensitivities to the Union's exposures to changes in interest rates and equity prices. The table indicates the impact on how profit and equity values reported at the end of the reporting period would have been affected by changes in the relevant risk variable that management considers to be reasonably possible. These sensitivities assume that the movement in a particular variable is independent of other variables.

Sensitivity analysis of the risk that the entity is exposed to for 2024

	Risk Variable	Change in risk variable %	Effect on	
			Profit	Equity
			\$	\$
Year ended 30 June 2024				
Interest rate risk	-	+/-1%	-	-

Sensitivity analysis of the risk that the entity is exposed to for 2023

	Risk variable	Change in risk variable %	Effect on	
			Profit	Equity
			\$	\$
Year ended 30 June 2023				
Interest rate risk	-	+/-1%	-	-

No sensitivity analysis has been performed on foreign exchange risk as the Union has no material exposures to currency risk.

There have been no changes in any of the assumptions used to prepare the above sensitivity analysis from the prior year.

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**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
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Note 12: Fair Value Measurement

Note 12A: Financial Assets and Liabilities

Management of the Union assessed that cash and cash equivalents, trade receivables and trade payables approximate their carrying amounts largely due to the short-term maturities of these instruments.

The fair value of financial assets and liabilities is included at the amount which the instrument could be exchanged in a current transaction between willing parties. The following methods and assumptions were used to estimate the fair values:

- Fair values of the Union's interest-bearing borrowings and loans are determined by using a discounted cash flow method. The discount rate used reflects the issuer's borrowing rate as at the end of the reporting period. The own performance risk as at 30 June 2024 was assessed to be insignificant.
- Fair value of available-for-sale financial assets is derived from quoted market prices in active markets.
- Long-term fixed-rate and variable-rate receivables/borrowings are evaluated by the Union based on parameters such as interest rates and individual credit worthiness of the customer. Based on this evaluation, allowances are taken into account for the expected losses of these receivables. As at 30 June 2024, the carrying amounts of such receivables, net of allowances, were not materially different from their calculated fair values.

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

	Carrying amount 2024 \$	Fair value 2024 \$	Carrying amount 2023 \$	Fair value 2023 \$
Financial Assets				
Cash and cash equivalent	455	455	455	455
Trade and other receivables	-	-	3,978	3,978
Total	455	455	4,433	4,433
Financial Liabilities				
Trade payables	1	1	3,978	3,978
Total	1	1	3,978	3,978

Note 12B: Description of Significant Unobservable Inputs

There were no significant unobservable inputs for Level 3 assets and liabilities at fair value (i.e investment property, financial assets/liabilities) noted during the reporting period.

Note 13: 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 Commissioner:

- (1) A member of a reporting unit, or the Commissioner, 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).

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OFFICER DECLARATION STATEMENT

I, Andrew Smith, being the Secretary of the CPSU – SPSF Group – Western Australian Prison Officers’ Union (WAPOU) Branch, declare that the following activities did not occur during the reporting period ended 30 June 2024.

The CPSU – SPSF Group – WAPOU Branch did not:

- 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 period or membership subscriptions
- 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 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 wages and salaries to holders of office
- pay superannuation to holders of office
- pay leave and other entitlements to holders of office
- pay separation and redundancy to holders of office
- pay other employee expenses to holders of office
- pay wages and salaries to employees (other than holders of office)
- pay superannuation to employees (other than holders of office)
- pay leave and other entitlements to employees (other than holders of office)
- pay separation and redundancy to employees (other than holders of office)
- pay other employee expenses to employees (other than holders of office)
- 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

**CPSU – SPSF GROUP – WESTERN AUSTRALIAN PRISON
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- pay a penalty imposed under the RO Act or the Fair Work Act 2009
- have a receivable with other reporting unit
- 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 an annual leave provision in respect of holders of office
- have a long service leave provision in respect of holders of office
- have a separation and redundancy provision in respect of holders of office
- have other employee provisions in respect of holders of office
- have a annual leave provision in respect of employees (other than holders of office)
- have a long service leave provision in respect of employees (other than holders of office)
- have a separation and redundancy provision in respect of employees (other than holders of office)
- have other employee provisions in respect of employees (other than holders of office)
- 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
- receive cash flows from another reporting unit and/or controlled entity
- have another entity administer the financial affairs of the reporting unit
- make a payment to a former related party of the reporting unit



Andrew Smith
Secretary

Dated: 30 August 2024

30 August 2024

The Committee
CPSU – SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch
107 Abernethy Road
Belmont WA 6104

Dear Committee Members,

MANAGEMENT LETTER FOR THE YEAR ENDED 30 JUNE 2024

We advise that we have recently completed the final audit of CPSU – SPSF Group – Western Australian Prison Officers' Union (WAPOU) Branch for the year ended 30 June 2024.

It must be appreciated that the matters dealt with in this letter came to our notice during the conduct of our normal audit procedures which are designed primarily with a view to the expression of our opinion on the accounts of the entity. Our comments cannot be expected to include all possible improvements in internal control which a more extensive special examination might develop.

We are pleased to advise that we did not note any matters that we believe need to be brought to your attention.

Please do not hesitate to call me on 9300 0400 if you would like to discuss any of the above. We take this opportunity to thank Andrew Smith and Pem Choki for helping us with our queries and providing information as required to enable us to finalise the audit.

Yours faithfully

AMW AUDIT
Chartered Accountants



MARTIN SHONE
Principal