



ANTI DISCRIMINATION  
COMMISSION QUEENSLAND

**Financial Statements**  
**for the financial year ended**  
**30 June 2011**

# Anti-Discrimination Commission Financial Statements 2010-11

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## General Information

These financial statements cover the Anti-Discrimination Commission.

The Anti-Discrimination Commission is a Queensland Government Entity established under the *Public Service Act 2008*.

The Commission is controlled by the State of Queensland which is the ultimate parent.

The head office and principal place of business of the Commission is:

Level 17  
53 Albert Street  
Brisbane QLD 4002

A description of the nature of the Commission's operations and its principal activities is included in the notes to the financial statements.

For information in relation to the Commission's financial statements please call (07) 3247 0929, email [warren.edwards@adcq.qld.gov.au](mailto:warren.edwards@adcq.qld.gov.au), or visit the Commission's internet site [www.adcq.qld.gov.au](http://www.adcq.qld.gov.au).

Amounts shown in these financial statements may not add to the correct sub-totals or totals due to rounding.

**ANTI-DISCRIMINATION COMMISSION**  
**Statement of Comprehensive Income**  
**for the year ended 30 June 2011**

	Notes	2011 \$'000	2010 \$'000
<b>Income from Continuing Operations</b>			
<i>Revenue</i>			
User charges	2	167	157
Grants and other contributions	3	4,721	4,700
Other revenues	4	85	74
<b>Total Income from Continuing Operations</b>		<b>4,973</b>	<b>4,931</b>
<b>Expenses from Continuing Operations</b>			
Employee expenses	5	3,181	3,091
Supplies and services	7	1,495	1,604
Grants and subsidies	8	10	10
Depreciation and amortisation	9	219	190
Other expenses	10	27	24
<b>Total Expenses from Continuing Operations</b>		<b>4,932</b>	<b>4,919</b>
<b>Operating Result from Continuing Operations</b>		<b>41</b>	<b>12</b>
<b>Other Comprehensive Income</b>		-	-
<b>Total Comprehensive Income</b>		<b>41</b>	<b>12</b>

*The accompanying notes form part of these statements.*



**ANTI-DISCRIMINATION COMMISSION**  
**Statement of Financial Position**  
**as at 30 June 2011**

	Notes	2011 \$'000	2010 \$'000
<b>Current Assets</b>			
Cash and cash equivalents	11	913	918
Receivables	12	76	92
Inventories	13	50	51
Other	14	27	25
<b>Total Current Assets</b>		<b>1,066</b>	<b>1,086</b>
<b>Non Current Assets</b>			
Intangible assets	15	301	306
Plant and equipment	16	1,456	1,413
<b>Total Non Current Assets</b>		<b>1,757</b>	<b>1,719</b>
<b>Total Assets</b>		<b>2,823</b>	<b>2,805</b>
<b>Current Liabilities</b>			
Payables	17	172	119
Other financial liabilities	18	90	90
Accrued employee benefits	19	293	265
Other	20	7	6
<b>Total Current Liabilities</b>		<b>562</b>	<b>480</b>
<b>Non Current Liabilities</b>			
Other financial liabilities	18	609	698
Accrued employee benefits	19	65	81
<b>Total Non Current Liabilities</b>		<b>674</b>	<b>779</b>
<b>Total Liabilities</b>		<b>1,236</b>	<b>1,259</b>
<b>Net Assets</b>		<b>1,587</b>	<b>1,546</b>
<b>Equity</b>			
Contributed equity		407	407
Accumulated surplus		1,180	1,139
<b>Total Equity</b>		<b>1,587</b>	<b>1,546</b>

*The accompanying notes form part of these statements.*



**ANTI-DISCRIMINATION COMMISSION**  
**Statement of Changes in Equity**  
**for the year ended 30 June 2011**

	Accumulated Surplus	Contributed Equity	TOTAL
	\$'000	\$'000	\$'000
Balance as at 1 July 2009	1,127	416	1,543
Operating Result from Continuing Operations	12	-	12
Transactions with Owners as Owners:			
- Other (involuntary asset transfer-Note 1(r))	-	(9)	(9)
Balance as at 30 June 2010	1,139	407	1,546
Balance as at 1 July 2010	1,139	407	1,546
Operating Result from Continuing Operations	41	-	41
Balance as at 30 June 2011	1,180	407	1,587

*The accompanying notes form part of these statements.*



**ANTI-DISCRIMINATION COMMISSION**  
**Statement of Cash Flows**  
**for the year ended 30 June 2011**

	Notes	2011 \$'000	2010 \$'000
<b>Cash flows from operating activities</b>			
<i>Inflows:</i>			
User charges		177	177
Grants and other contributions		4,721	4,700
Interest receipts		74	49
GST input tax credits from ATO		165	204
GST collected from customers		18	20
Other		11	21
<i>Outflows:</i>			
Employee expenses		(3,186)	(3,061)
Supplies and services		(1,513)	(1,661)
Grants and subsidies		(10)	(10)
GST paid to suppliers		(161)	(264)
GST remitted to ATO		(17)	(16)
Other		(27)	(23)
<b>Net cash provided by (used in) operating activities</b>	21	<u>252</u>	<u>136</u>
<b>Cash flows from investing activities</b>			
<i>Outflows:</i>			
Payments for plant and equipment		(229)	(100)
Payments for intangibles		(28)	(322)
<b>Net cash provided by (used in) investing activities</b>		<u>(257)</u>	<u>(422)</u>
Net increase (decrease) in cash and cash equivalents		(5)	(287)
Cash and cash equivalents at beginning of financial year		918	1,205
<b>Cash and cash equivalents at end of financial year</b>	11	<u>913</u>	<u>918</u>

*The accompanying notes form part of these statements.*



Objectives and Principal Activities of the Commission

- Note 1: Summary of Significant Accounting Policies
- Note 2: User Charges
- Note 3: Grants and Other Contributions
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- Note 5: Employee Expenses
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- Note 7: Supplies and Services
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- Note 23: Contingencies
- Note 24: Financial Instruments



**Objectives and Principal Activities of the Commission**

The *Anti-Discrimination Act 1991* (the Act) aims to promote equality of opportunity for everyone by protecting them from unfair discrimination in various areas of public life, from sexual harassment and from other conduct such as discriminatory advertising and victimisation.

The Commission's functions are set out in section 235 of the Act and they fall into two broad categories. The first category is a redress function:

- to inquire into complaints, attempt to conciliate complaints of discrimination and sexual harassment; and
- to carry out investigations relating to contraventions of the Act.

The second category is a set of broad, systemic and proactive community relations and policy functions:

- to undertake research and educational programs to promote the purposes of the Act;
- to consult with various organisations on ways of improving services and conditions affecting groups subjected to contraventions of the Act; and
- to promote an understanding and acceptance and the public discussion of human rights in Queensland.

The Commission is predominantly funded through parliamentary appropriations via a grant from the Department of Justice and Attorney-General.

The Commission provides some services on a fee for service basis with respect to:

- publications; and
- training workshops.



**1. Summary of Significant Accounting Policies**

**(a) Statement of Compliance**

The Anti-Discrimination Commission has prepared these financial statements in compliance with section 43 of the *Financial and Performance Management Standard 2009*.

These financial statements are general purpose financial statements, and have been prepared on an accrual basis in accordance with Australian Accounting Standards and Interpretations. In addition, the financial statements comply with Treasury's Minimum Reporting Requirements for the year ending 30 June 2011, and other authoritative pronouncements.

With respect to compliance with Australian Accounting Standards and Interpretations, the Anti-Discrimination Commission has applied those requirements applicable to not-for-profit entities, as the Anti-Discrimination Commission is a not-for-profit entity. Except where stated, the historical cost convention is used.

**(b) The Reporting Entity**

The financial statements include the value of all revenues, expenses, assets, liabilities and equity of the Commission. The Commission does not control any other entities.

**(c) User Charges**

User charges and fees controlled by the Commission are recognised as revenues when the revenue has been earned and can be measured reliably with a sufficient degree of certainty. This involves either invoicing for related goods/services and/or the recognition of accrued revenue. User charges and fees are controlled by the Commission where they can be deployed for the achievement of Commission objectives.

**(d) Grants and Contributions**

Grants, contributions, donations, and gifts that are non-reciprocal in nature are recognised as revenue in the year in which the Commission obtains control over them. Where grants are received that are reciprocal in nature, revenue is recognised over the term of the funding arrangements.

**(e) Cash and Cash Equivalents**

For the purposes of the Statement of Financial Position and the Statement of Cash Flows, cash assets include all cash and cheques received but not banked at 30 June as well as deposits at call with financial institutions.

**(f) Receivables**

Trade debtors are recognised at the amounts due at the time of sale or service delivery i.e. the agreed purchase/contract price. Settlement of these amounts is required within 30 days from invoice date.

The collectability of receivables is assessed periodically with provision being made for impairment. All known bad debts were written-off as at 30 June.

Other debtors generally arise from transactions outside the usual operating activities of the Commission and are recognised at their assessed values. Terms are a maximum of three months, no interest is charged and no security is obtained.



**(g) Inventories**

Inventories held for sale are valued at the lower of cost and net realisable value.

Cost is assigned on a weighted average basis and includes expenditure incurred in acquiring the inventories and bringing them to their existing condition, except for training costs which are expensed as incurred.

Net realisable value is determined on the basis of the Commission's normal selling pattern.

Expenses associated with marketing, selling and distribution are deducted to determine net realisable value.

Inventories held for distribution are those inventories that the Commission distributes for no or nominal consideration. These consist of videos, CDs, DVDs and brochures. Inventories held for distribution are measured at cost adjusted, where applicable, for any loss of service potential.

**(h) Acquisitions of Assets**

Actual cost is used for the initial recording of all non-current physical and intangible asset acquisitions. Cost is determined as the value given as consideration plus costs incidental to the acquisition, including all other costs incurred in getting the assets ready for use. However, any training costs are expensed as incurred.

Assets acquired at no cost or for nominal consideration, other than from an involuntary transfer from another Queensland Government entity, are recognised at their fair value at the date of acquisition in accordance with AASB 116 *Property, Plant and Equipment*.

**(i) Plant and Equipment**

Items of plant and equipment with a cost or other value equal to or in excess of \$5,000 are recognised for financial reporting purposes in the year of acquisition. Items with a lesser value are expensed in the year of acquisition.

Plant and equipment is measured at cost in accordance with Treasury's *Non-Current Asset Policies*.



**(j) Intangibles**

Intangible assets with a cost or other value equal to or greater than \$100,000 are recognised in the financial statements, items with a lesser value being expensed. Each intangible asset, less any anticipated residual value, is amortised over its estimated useful life to the Commission. The residual value is zero for all the Commission's intangible assets.

Where intangible assets have an active market, they are measured at fair value, otherwise they are measured at cost. It has been determined that there is not an active market for any of the Commission's intangible assets. As such the assets are recognised and carried at cost less accumulated amortisation and accumulated impairment losses.

No intangible assets have been classified as held for sale or form part of a disposal group held for sale.

*Internally Generated Software*

Expenditure on research activities relating to internally-generated intangible assets is recognised as an expense in the period in which it is incurred.

Costs associated with the development of computer software have been capitalised and are amortised on a straight line basis over the period of expected benefit to the Commission, namely 10 years.

**(k) Amortisation and Depreciation of Intangibles and Plant and Equipment**

All intangible assets of the Commission have finite useful lives and are amortised on a straight line basis.

Plant and equipment is depreciated on a straight-line basis so as to allocate the net cost or revalued amount of each asset, less its estimated residual value, progressively over its estimated useful life to the Commission.

Assets under construction (work-in-progress) are not depreciated until they reach service delivery capacity. Service delivery capacity relates to when construction is complete and the asset is first put to use or is installed ready for use in accordance with its intended application. These assets are then reclassified to the relevant classes with plant and equipment.

Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the Commission.

For each class of depreciable asset the following depreciation and amortisation rates were used:

Class	Rate %
Plant and equipment:	
Computer equipment	14.3 to 20.0
Office equipment	20.0
Electrical equipment	11.1
Leasehold improvements	10.0 to 20.0
Other	20.0
Intangible assets:	
Software Internally Generated	10.0

**(l) Impairment of Non-Current Assets**

All non-current physical and intangible assets are assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, the Commission determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

The asset's recoverable amount is determined as the higher of the asset's fair value less costs to sell and depreciated replacement cost.



**(l) Impairment of Non-Current Assets (cont'd)**

An impairment loss is recognised immediately in the Statement of Comprehensive Income, unless the asset is carried at a revalued amount. When the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus of the relevant class to the extent available.

Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised as income, unless the asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

**(m) Leases**

Operating lease payments are representative of the pattern of benefits derived from the leased assets and are expensed in the periods in which they are incurred.

Incentives received on entering into operating leases are recognised as liabilities. Lease payments are allocated between rental expense and reduction of the liability.

**(n) Payables**

Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the nominal amount i.e. agreed purchase/contract price, gross of applicable trade and other discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

**(o) Financial Instruments**

*Recognition*

Financial assets and financial liabilities are recognised in the Statement of Financial Position when the Commission becomes party to the contractual provisions of the financial instrument.

*Classification*

Financial instruments are classified and measured as follows:

- Cash and cash equivalents - held at fair value through profit or loss
- Receivables - held at amortised cost
- Payables - held at amortised cost

The Commission does not enter into transactions for speculative purposes, nor for hedging. Apart from cash and cash equivalents, the Commission holds no financial assets classified at fair value through profit or loss.

All other disclosures relating to the measurement and financial risk management of financial instruments held by the Commission are included in Note 24.



(p) Employee Benefits

Employer superannuation contributions and long service leave levies are regarded as employee benefits.

Payroll tax and workers' compensation insurance are a consequence of employing employees, but are not counted in an employee's total remuneration package. They are not employee benefits and are recognised separately as employee related expenses.

*Wages, salaries, recreation leave and sick leave*

Wages, salaries and recreation leave due but unpaid at reporting date are recognised in the Statement of Financial Position at the current salary rates.

For unpaid entitlements expected to be paid within 12 months, the liabilities are recognised at their undiscounted values. Entitlements not expected to be paid within 12 months are classified as non-current liabilities and recognised at the present value of the future cash flows.

Prior history indicates that on average, sick leave taken each reporting period is less than the entitlement accrued. This is expected to continue in future periods. Accordingly, it is unlikely that existing accumulated entitlements will be used by employees and no liability for unused sick leave entitlements is recognised.

As sick leave is non-vesting, an expense is recognised for this leave as it is taken.

*Long service leave*

Under the Queensland Government's long service leave scheme, a levy is made on the Commission to cover the cost of employees' long service leave. The levies are expensed in the period in which they are payable. Amounts paid to employees for long service leave are claimed from the scheme quarterly in arrears.

No provision for long service leave is recognised in the Commission's financial statements, the liability being held on a whole-of-Government basis and reported in those financial statements pursuant to AASB 1049 *Whole of Government and General Government Sector Financial Reporting*.

*Superannuation*

Employer superannuation contributions are paid to QSuper, the superannuation plan for Queensland Government employees, at rates determined by the Treasurer on the advice of the State Actuary. Contributions are expensed in the period in which they are paid or payable. The Commission's obligation is limited to its contribution to QSuper.

Therefore, no liability is recognised for accruing superannuation benefits in the Commission's financial statements, the liability being held on a whole-of-Government basis and reported in those financial statements pursuant to AASB 1049 *Whole of Government and General Government Sector Financial Reporting*.

*Key executive management personnel and remuneration*

Key executive management personnel and remuneration disclosures are made in accordance with the section 5 Addendum (issued in May 2011) to the *Financial Reporting Requirements for Queensland Government Agencies* issued by Queensland Treasury. Refer to note 6 for the disclosures on key executive management personnel and remuneration.



**(q) Insurance**

The Commission's non-current physical assets and other risks are insured through the Queensland Government Insurance Fund, premiums being paid on a risk assessment basis. In addition, the Commission pays premiums to WorkCover Queensland in respect of its obligations for employee compensation.

**(r) Contributed Equity**

Non-reciprocal transfers of assets and liabilities between wholly-owned Queensland State Public Sector entities as a result of machinery-of-Government changes are adjusted to Contributed Equity in accordance with Interpretation 1038 *Contributions by Owners Made to Wholly-Owned Public Sector Entities*. Appropriations for equity adjustments are similarly designated. On 1 December 2009, the Anti-Discrimination Tribunal was transferred to the Queensland Civil and Administrative Tribunal, which is administered by the Department of Justice and Attorney-General. Assets with a net book value of \$8,015 were transferred on this date.

**(s) Taxation**

The Commission is a State body as defined under the *Income Tax Assessment Act 1936* and is exempt from Commonwealth taxation with the exception of Fringe Benefits Tax (FBT) and Goods and Services Tax (GST). FBT and GST are the only taxes accounted for by the Anti-Discrimination Commission. GST credits receivable from, and GST payable to the Australian Tax Office (ATO), are recognised (refer to note 12).

**(t) Issuance of Financial Statements**

The financial statements are authorised for issue by the Anti-Discrimination Commissioner and Manager of Corporate Services at the date of signing the Management Certificate.

**(u) Judgements**

The preparation of financial statements necessarily requires the determination and use of certain critical accounting estimates, assumptions and management judgements that have that potential to cause a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Such estimates, judgements and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in future periods as relevant.

The Commission has made judgements and assumptions when determining the depreciation and amortisation rates disclosed in note 1(k). These rates impact on depreciation expense and valuations of plant and equipment and intangible assets.

**(v) Rounding and Comparatives**

Amounts included in the financial statements are in Australian dollars and have been rounded to the nearest \$1,000 or, where that amount is \$500 or less, to zero, unless disclosure of the full amount is specifically required.

Comparative information has been restated where necessary to be consistent with disclosures in the current reporting period.



**(w) New and Revised Accounting Standards**

The Commission did not voluntarily change any of its accounting policies during 2010-11. Those new and amended Australian accounting standards that were applicable for the first time in the 2010-11 financial year had no significant impact on the Commission's financial statements.

The Commission is not permitted to early adopt a new or amended accounting standard ahead of the specified commencement date unless approval is obtained from the Treasury Department. Consequently, the Commission has not applied any Australian accounting standards and interpretations that have been issued but are not yet effective. The Commission applies standards and interpretations in accordance with their respective commencement dates.

At the date of authorisation of the financial report, there are no new or amended Australian accounting standards with future commencement dates which are either applicable to the Anti-Discrimination Commission's activities, or have a material impact on the Commission.

*AASB 1053 Application of Tiers of Australian Accounting Standards and AASB 2010-2 Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 1, 2, 3, 5, 7, 8, 101, 102, 107, 108, 110, 111, 112, 116, 117, 119, 121, 123, 124, 127, 128, 131, 133, 134, 136, 137, 138, 140, 141, 1050 & 1052 and Interpretations 2, 4, 5, 15, 17, 127, 129 & 1052] apply to reporting periods beginning on or after 1 July 2013. AASB 1053 establishes a differential reporting framework for those entities that prepare general purpose financial statements, consisting of two tiers of reporting requirements - Australian Accounting Standards (commonly referred to as "tier 1"), and Australian Accounting Standards - Reduced Disclosure Requirements (commonly referred to as "tier 2").*

Tier 1 requirements comprise the full range of AASB recognition, measurement, presentation and disclosure requirements that are currently applicable to reporting entities in Australia. The only difference between the tier 1 and tier 2 requirements is that tier 2 requires fewer disclosures than tier 1. AASB 2010-2 sets out the details of which disclosures in standards and interpretations are not required under tier 2 reporting.

Pursuant to AASB 1053, public sector entities like the Anti-Discrimination Commission may adopt tier 2 requirements for their general purpose financial statements. However, AASB 1053 acknowledges the power of a regulator to require application of the tier 1 requirements. In the case of the Anti-Discrimination Commission, the Treasury Department is the regulator. Treasury Department has advised that its policy decision is to require all whole of government reporting entities to adopt tier 1 reporting requirements. In compliance with Treasury's policy which prohibits the early adoption of new or revised accounting standards unless Treasury approval is granted, the Anti-Discrimination Commission has not early adopted AASB 1053.

All other Australian accounting standards and interpretations with future commencement dates are either not applicable to the Anti-Discrimination Commission's activities, or have no material impact on the Commission.

	2011 \$'000	2010 \$'000
<b>2. User Charges</b>		
Training sessions	159	152
Saleable publications	<u>8</u>	<u>5</u>
<b>Total</b>	<b><u>167</u></b>	<b><u>157</u></b>
<b>3. Grants and Other Contributions</b>		
Recurrent grant from Department of Justice and Attorney-General	4,720	4,699
Industry contributions	<u>1</u>	<u>1</u>
<b>Total</b>	<b><u>4,721</u></b>	<b><u>4,700</u></b>
<b>4. Other Revenues</b>		
Interest	74	52
Services to Human Rights & Equal Opportunity Commission	10	10
Other	<u>1</u>	<u>12</u>
<b>Total</b>	<b><u>85</u></b>	<b><u>74</u></b>
<b>5. Employee Expenses</b>		
<b>Employee Benefits</b>		
Wages and salaries	2,348	2,323
Annual leave expense*	287	256
Employer superannuation contributions*	319	314
Long service leave levy*	54	45
Other employee benefits	19	20
<b>Employee Related Expenses</b>		
Workers' compensation premium*	9	9
Payroll tax*	114	118
Other employee related expenses	<u>31</u>	<u>6</u>
<b>Total</b>	<b><u>3,181</u></b>	<b><u>3,091</u></b>

\* Refer to Note 1(p)

The number of employees including both full-time employees and part-time employees measured on a full-time basis is:

	2011	2010
Number of employees:	33	36

**ANTI-DISCRIMINATION COMMISSION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 2010-11**

**6. Key Executive Management Personnel and Remuneration**

**(a) Key Executive Management Personnel**

The following details for key executive management personnel include those positions that had authority and responsibility for planning, directing and controlling the activities of the agency during 2010-11. Further information on these positions can be found in the body of the Annual Report under the section relating to Executive Management.

Position	Responsibilities	Current Incumbents	
		Contract classification and appointment authority	Date appointed to position (Date resigned from position)
Anti-Discrimination Commissioner	Accountable officer responsible for leading the Commission in performing its function in an efficient, effective and economic manner, under the <i>Anti-Discrimination Act 1991</i> .	SES3/Anti-Discrimination Act 1991	7th February 2011
Acting Anti-Discrimination Commissioner	Accountable officer responsible for leading the Commission in performing its function in an efficient, effective and economic manner, under the <i>Anti-Discrimination Act 1991</i> .	SES3/Anti-Discrimination Act 1991	Acting from 1st July 2010 to 6th February 2011
Deputy Commissioner	Provide high level advice to enhance the delivery of strategic and operational targets within a human rights framework.	SO(2)/Public Service Act 2008	16th February 2004
Acting Deputy Commissioner	Provide high level advice to enhance the delivery of strategic and operational targets within a human rights framework.	SO(2)/Public Service Act 2008	Acting from 1st July 2010 to 13th September 2010
State Director, Complaints Management	Strategic management of complaints under a statutory complaints framework.	SO(1)/Public Service Act 2008	23rd February 2004
Acting State Director, Complaints Management	Strategic management of complaints under a statutory complaints framework.	SO(1)/Public Service Act 2008	Acting from 1st July 2010 to 13th September 2010
Manager, Corporate Services	Provide strategic advice and manage the delivery of corporate services within the Commission as well as perform the legislated responsibilities of the Chief Finance Officer.	AO8/Public Service Act 2008	30th March 2009
Manager, Community Relations	Manage the Commission's training and community engagement programs	AO7/Public Service Act 2008	18th April 2011

**(b) Remuneration**

Remuneration policy for the agency's key executive management personnel is set by the Queensland Public Service Commission as provided for under the *Public Service Act 2008*, with the exception of the Anti-Discrimination Commissioner who is appointed under the *Anti-Discrimination Act 1991*. The remuneration and other terms of employment for the key executive management personnel are specified in employment agreements. In the case of SES officers, the contracts provide for the provision of benefits including motor vehicles.

For the 2010-11 year, remuneration of key executive management personnel increased in accordance with government policy by 2.5% for SES and SO officers and 4% for other officers.



6. Key Executive Management Personnel and Remuneration (cont'd)

(b) Remuneration (cont'd)

Remuneration packages for key executive management personnel comprise the following components:-

- Short term employee benefits which include:
  - Base - consisting of base salary, allowances and leave entitlements paid and provided for the entire year or for that part of the year during which the employee occupied the specified position. Amounts disclosed equal the amount expensed in the Statement of Comprehensive Income.
  - Non-monetary benefits - consisting of provision of vehicle together with fringe benefits tax applicable to the benefit, only applicable to SES officers.
- Long term employee benefits include long service leave accrued.
- Post employment benefits include superannuation contributions.
- For SES officers, redundancy payments are not provided for within individual contracts of employment. Contracts of employment provide only for notice periods or payment in lieu of notice on termination, regardless of the reason for termination.

Total fixed remuneration is calculated on a 'total cost' basis and includes the base and non-monetary benefits, long term employee benefits and post employment benefits.

No performance bonuses were paid or payable by the Commission during the 2009-10 and 2010-11 financial years.

1 July 2010 - 30 June 2011

Position	Short Term Employee Benefits		Long Term Employee Benefits	Post Employment Benefits	Termination Benefits	Total Remuneration
	Base \$'000	Non-Monetary Benefits \$'000	\$'000	\$'000	\$'000	\$'000
Anti-Discrimination Commissioner 7 Feb 11 to 30 Jun 11	77	-	1	8	-	86
Acting Anti-Discrimination Commissioner 1 Jul 10 to 6 Feb 11	80	-	2	9	-	91
Deputy Commissioner 7 Feb 11 to 30 Jun 11	52	-	1	6	-	59
Acting Deputy Commissioner 1 Jul 10 to 13 Sep 10	22	-	1	3	-	26
State Director, Complaints Management 14 Sep 10 to 30 Jun 11	86	-	2	11	-	99
Acting State Director, Complaints Management 1 Jul 10 to 13 Sep 10	15	-	1	3	-	19
Manager, Corporate Services 1 Jul 10 to 30 Jun 11	105	-	3	13	-	121
Manager, Community Relations 18 Apr 11 to 30 Jun 11	19	-	-	2	-	21

**ANTI-DISCRIMINATION COMMISSION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 2010-11**

6. Key Executive Management Personnel and Remuneration (cont'd)

(b) Remuneration (cont'd)

1 July 2009 - 30 June 2010

Position	Short Term Employee Benefits		Long Term Employee Benefits	Post Employment Benefits	Termination Benefits	Total Remuneration
	Base \$'000	Non-Monetary Benefits \$'000	\$'000	\$'000	\$'000	\$'000
Anti-Discrimination Commissioner <i>1 Jul 09 to 30 Nov 09</i>	60	18	2	9	-	89
Acting Anti-Discrimination Commissioner <i>1 Dec 09 to 30 Jun 10</i>	61	-	2	7	-	70
Deputy Commissioner <i>1 Jul 09 to 30 Nov 09</i>	61	-	1	7	-	69
Acting Deputy Commissioner <i>1 Dec 09 to 30 Jun 10</i>	54	-	2	7	-	63
State Director, Complaints Management <i>1 Jul 09 to 30 Nov 09</i>	54	-	1	7	-	62
Acting State Director, Complaints Management <i>1 Dec 09 to 30 Jun 10</i>	69	-	2	7	-	78
Manager, Corporate Services <i>1 Jul 09 to 30 Jun 10</i>	109	-	2	13	-	124



**ANTI-DISCRIMINATION COMMISSION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 2010-11**

	2011 \$'000	2010 \$'000
<b>7. Supplies and Services</b>		
Tenancy	604	607
Property outgoings	128	116
Printing and postage	71	65
Inventory sold	2	4
Inventory distributed below cost	11	9
Tribunal member fees	-	12
Professional services	100	182
Travel	40	47
Operating level agreement	121	122
Computing	156	160
Conference/workshop	15	21
Motor vehicle	21	25
Telephones	82	81
Subscription and publications	23	27
Transcription charges	2	9
Stores and stationery	24	31
Interpreter's fees	7	11
Plant and equipment charges	74	36
Other	14	39
<b>Total</b>	<b>1,495</b>	<b>1,604</b>



**ANTI-DISCRIMINATION COMMISSION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 2010-11**

	2011	2010
	\$'000	\$'000
<b>8. Grants and Subsidies</b>		
Australian Sports Commission	10	10
<b>Total</b>	<u>10</u>	<u>10</u>
<b>9. Depreciation and Amortisation</b>		
Depreciation and amortisation were incurred in respect of:		
Plant and equipment	186	174
Software internally generated	33	16
<b>Total</b>	<u>219</u>	<u>190</u>
<b>10. Other Expenses</b>		
External audit fees ***	24	19
Insurance Premiums - QGIF	2	3
Sponsorships	1	2
<b>Total</b>	<u>27</u>	<u>24</u>

\*\*\* There are no non-audit services included in this amount.

**11. Cash and Cash Equivalents**

Imprest accounts	2	2
Cash at bank	331	166
Term deposits	580	750
<b>Total</b>	<u>913</u>	<u>918</u>

Term deposits with the Commonwealth Bank earned interest at rates between 4.25% and 5.80% (2010: 2.9% and 4.48%)



**ANTI-DISCRIMINATION COMMISSION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 2010-11**

	2011	2010
	\$'000	\$'000
<b>12. Receivables</b>		
Trade debtors	37	43
GST receivable	21	26
Long service leave reimbursements	7	8
Sundry debtors	11	15
<b>Total</b>	<u>76</u>	<u>92</u>

**13. Inventories**

Inventory held for resale	34	36
Inventory held for distribution - at cost	16	15
<b>Total</b>	<u>50</u>	<u>51</u>

**14. Other Current Assets**

Prepayments	27	25
<b>Total</b>	<u>27</u>	<u>25</u>

**15. Intangible Assets**

Software Internally Generated		
At cost	350	322
Less: Accumulated amortisation	(49)	(16)
<b>Total</b>	<u>301</u>	<u>306</u>

**Intangibles Reconciliation**

	Software Internally Generated		Total	
	2011 \$'000	2010 \$'000	2011 \$'000	2010 \$'000
Carrying amount at 1 July	306	-	306	-
Acquisitions	28	322	28	322
Transfers between classes	-	-	-	-
Amortisation	(33)	(16)	(33)	(16)
<b>Carrying amount at 30 June</b>	<u>301</u>	<u>306</u>	<u>301</u>	<u>306</u>



**ANTI-DISCRIMINATION COMMISSION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 2010-11**

	2011	2010
	\$'000	\$'000
<b>16. Plant and Equipment</b>		
Plant and equipment:		
At cost	1,862	1,634
Less: Accumulated depreciation	(406)	(221)
<b>Total</b>	<u>1,456</u>	<u>1,413</u>

Plant and equipment is valued at cost in accordance with Queensland Treasury's *Non-Current Asset Policies*.

Plant and Equipment Reconciliation	Plant and Equipment		Total	
	2011	2010	2011	2010
	\$'000	\$'000	\$'000	\$'000
Carrying amount at 1 July	1,413	1,495	1,413	1,495
Acquisitions	229	100	229	100
Transfers between classes	-	-	-	-
Involuntary asset transfer	-	(8)	-	(8)
Amortisation	(186)	(174)	(186)	(174)
<b>Carrying amount at 30 June</b>	<u>1,456</u>	<u>1,413</u>	<u>1,456</u>	<u>1,413</u>

The Commission has no plant and equipment with a written down value of zero still being used in the provision of services.

**17. Payables**

Trade creditors	174	103
FBT payable	5	2
Payroll tax payable	(7)	14
<b>Total</b>	<u>172</u>	<u>119</u>

**18. Other Financial Liabilities**

<b>Current</b>		
Lease incentive liability	90	90
<b>Total</b>	<u>90</u>	<u>90</u>
<b>Non-Current</b>		
Lease incentive liability	609	698
<b>Total</b>	<u>609</u>	<u>698</u>



	2011	2010
	\$'000	\$'000
<b>19. Accrued Employee Benefits</b>		
<b>Current</b>		
Recreation leave	180	166
Long service leave levy payable	14	11
Wages outstanding	99	88
<b>Total</b>	<u>293</u>	<u>265</u>
<b>Non-Current</b>		
Recreation leave	65	81
<b>Total</b>	<u>65</u>	<u>81</u>

The discount rates used to calculate the present value of non-current annual leave is 4.5% (2010: 4.5%).

#### 20. Other Current Liabilities

Unearned revenue	<u>7</u>	<u>6</u>
<b>Total</b>	<u>7</u>	<u>6</u>

#### 21. Reconciliation of Operating Result to Net Cash from Operating Activities

Operating result	41	12
Depreciation and amortisation expense	219	190
Change in assets and liabilities:		
(Increase)/decrease in trade receivables	6	10
(Increase)/decrease in GST input tax credits receivable	5	58
(Increase)/decrease in LSL reimbursement receivables	1	(3)
(Increase)/decrease in other receivables	4	(3)
(Increase)/decrease in inventories	1	6
(Increase)/decrease in prepayments	(2)	(2)
Increase/(decrease) in lease incentive liability	(89)	(91)
Increase/(decrease) in accounts payable	53	(63)
Increase/(decrease) in accrued employee benefits	12	37
Increase/(decrease) in GST payable	-	(5)
Increase/(decrease) in unearned revenue	1	(10)
<b>Net Cash provided by (used in) operating activities</b>	<u>252</u>	<u>136</u>

2011  
\$'000

2010  
\$'000

**22. Commitments for Expenditure**

**(a) Non-Cancellable Operating Lease**

Commitments under operating leases at reporting date are inclusive of anticipated GST and are payable as follows:

Not later than one year	811	738
Later than one year and not later than five years	2,600	2,760
Later than five years	-	437
<b>Total</b>	<b>3,411</b>	<b>3,935</b>

Operating leases are entered into as a means of acquiring access to office accommodation and storage facilities. Lease payments are generally fixed, but with inflation escalation clauses on which contingent rentals are determined.

**23. Contingencies**

**(a) Litigations in progress**

There were no cases filed naming the Commission as defendant at 30 June 2011.

**(b) Financial Guarantees**

The Commission was not committed to any guarantees or undertakings at 30 June 2011.



**24. Financial Instruments**

**(a) Categorisation of Financial Instruments**

The Commission has the following categories of financial assets and financial liabilities:

Category	Note	2011 \$'000	2010 \$'000
<b>Financial Assets</b>			
Cash and cash equivalents	11	913	918
Receivables	12	76	92
<b>Total</b>		<b>989</b>	<b>1,010</b>
<b>Financial Liabilities</b>			
Financial liabilities measured at amortised cost:			
Payables	17	172	119
<b>Total</b>		<b>172</b>	<b>119</b>

**(b) Financial Risk Management**

Anti-Discrimination Commission's activities expose it to a variety of financial risks - interest rate risk, credit risk, liquidity risk and market risk.

Financial risk management is implemented pursuant to Government and Anti-Discrimination Commission's policy. These policies focus on the unpredictability of the financial markets and seek to minimise potential adverse effects on the financial performance of the Commission.

Anti-Discrimination Commission measures risk exposure using a variety of methods as follows -

Risk Exposure	Measurement method
Credit risk	Ageing analysis, earnings at risk
Liquidity risk	Sensitivity analysis
Market risk	Interest rate sensitivity analysis

24. Financial Instruments (cont'd)

(c) *Credit Risk Exposure*

Credit risk exposure refers to the situation where the Commission may incur financial loss as a result of another party to a financial instrument failing to discharge their obligation.

The maximum exposure to credit risk at balance date in relation to each class of recognised financial assets is the gross carrying amount of those assets inclusive of any provisions for impairment.

The following table represents the Commission's maximum exposure to credit risk based on contractual amounts net of any allowances:

Maximum exposure to credit risk			
Category	Note	2011 \$'000	2010 \$'000
<b>Financial assets</b>			
Cash	11	913	918
Receivables	12	76	92
<b>Total</b>		<b>989</b>	<b>1,010</b>

**Financial Assets**

No collateral is held as security and no credit enhancements relate to financial assets held by the Commission.

The Commission manages credit risk through the use of the credit management strategy. This strategy aims to reduce the exposure to credit default by ensuring that the Commission invests in secure assets and monitors all funds owed on a timely basis. Exposure to credit risk is monitored on an ongoing basis.

No financial assets and financial liabilities have been offset and presented net in the Statement of Financial Position.

The method for calculating any provision for impairment is based on past experience, current and expected changes in economic conditions and changes in client credit ratings. These economic and geographic changes form part of the Commission's documented risk analysis assessment in conjunction with historic experience and associated industry data.

No financial assets have had their terms renegotiated so as to prevent them from being past due or impaired, and are stated at the carrying amounts as indicated.



24. Financial Instruments (cont'd)

(c) Credit Risk Exposure (cont'd)

Aging of past due but not impaired financial assets are disclosed in the following tables:

*2011 Financial assets past due but not impaired*

	Less than 30 days \$'000	30-60 days \$'000	Overdue		Total \$'000
			61-90 days \$'000	More than 90 days \$'000	
Receivables	9	6	-	3	18
<b>Total</b>	<b>9</b>	<b>6</b>	<b>-</b>	<b>3</b>	<b>18</b>

*2010 Financial assets past due but not impaired*

	Less than 30 days \$'000	30-60 days \$'000	Overdue		Total \$'000
			61-90 days \$'000	More than 90 days \$'000	
Receivables	21	2	3	3	29
<b>Total</b>	<b>21</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>29</b>

Financial Liabilities

The Commission has no financial liabilities that have credit risk exposure in this reporting period.



24. Financial Instruments (cont'd)

(d) *Liquidity Risk*

Liquidity risk refers to the situation where the Commission may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

The Commission is exposed to liquidity risk in respect of its payables.

The Commission manages liquidity risk through the use of a liquidity management strategy. This strategy aims to reduce the exposure to liquidity risk by ensuring the Commission has sufficient funds available to meet employee and supplier obligations as they fall due. This is achieved by ensuring that minimum levels of cash are held within the various bank accounts so as to match the expected duration of the various employee and supplier liabilities.

The following table sets out the liquidity risk of financial liabilities held by the Commission. It represents the contractual maturity of financial liabilities, calculated based on cash flows relating to the liabilities at reporting date.

	Note	2011 Payable in			Total \$'000
		<1 year \$'000	1-5 years \$'000	>5 years \$'000	
<b>Financial Liabilities</b>					
Payables	17	172	-	-	172
<b>Total</b>		<b>172</b>	<b>-</b>	<b>-</b>	<b>172</b>

	Note	2010 Payable in			Total \$'000
		<1 year \$'000	1-5 years \$'000	>5 years \$'000	
<b>Financial Liabilities</b>					
Payables	17	119	-	-	119
<b>Total</b>		<b>119</b>	<b>-</b>	<b>-</b>	<b>119</b>



**ANTI-DISCRIMINATION COMMISSION**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 2010-11**

24. Financial instruments (cont'd)

(e) *Market Risk*

The Commission does not trade in foreign currency and is not materially exposed to commodity price changes. The Commission is exposed to interest rate risk through its cash deposited in interest bearing accounts. Details have been disclosed in the interest risk tables. The Commission does not undertake any hedging in relation to interest risk and manages its risk as per the liquidity risk management strategy.

(f) *Interest Rate Sensitivity Analysis*

The following interest rate sensitivity analysis is based on a report similar to that provided to management, depicting the outcome on operating result and equity if interest rates would change by +/-1% from the year-end rates applicable to the Commission's financial assets. With all other variables held constant, the Commission would have a surplus and equity increase/(decrease) of \$9,000 (2010: \$9,000).

Financial Instruments	Carrying Amount \$'000	2011 Interest rate risk			
		-1%		+1%	
		Operating Result \$'000	Equity \$'000	Operating Result \$'000	Equity \$'000
Cash	913	(9)	(9)	9	9
<b>Potential Impact</b>		<b>(9)</b>	<b>(9)</b>	<b>9</b>	<b>9</b>

Financial Instruments	Carrying Amount \$'000	2010 Interest rate risk			
		-1%		+1%	
		Operating Result \$'000	Equity \$'000	Operating Result \$'000	Equity \$'000
Cash	918	(9)	(9)	9	9
<b>Potential Impact</b>		<b>(9)</b>	<b>(9)</b>	<b>9</b>	<b>9</b>

(g) *Fair Value*

The fair value of trade receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.



## CERTIFICATE OF THE ANTI-DISCRIMINATION COMMISSION

These general purpose financial statements have been prepared pursuant to section 62(1) of the *Financial Accountability Act 2009* (the Act), relevant sections of the *Financial and Performance Management Standard 2009* and other prescribed requirements. In accordance with Section 62(1)(b) of the Act we certify that in our opinion:

(a) the prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and

(b) the statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Anti-Discrimination Commission for the financial year ended 30 June 2011 and of the financial position of the Commission at the end of that year.



**Warren Edwards**  
Manager, Corporate Services

**18 August 2011**



**Kevin Cocks AM**  
Anti-Discrimination Commissioner

**18 August 2011**

## INDEPENDENT AUDITOR'S REPORT

To the Anti-Discrimination Commission

### Report on the Financial Report

I have audited the accompanying financial report of the Anti-Discrimination Commission, which comprises the statement of financial position as at 30 June 2011, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and certificates given by the Anti-Discrimination Commissioner and the Manager, Support Services .

#### *The Commissioner's Responsibility for the Financial Report*

The Anti-Discrimination Commissioner is responsible for the preparation of the financial report that gives a true and fair view in accordance with prescribed accounting requirements identified in the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2009*, including compliance with Australian Accounting Standards. The Commissioner's responsibility also includes such internal control as the Commissioner determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

My responsibility is to express an opinion on the financial report based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control, other than in expressing an opinion on compliance with prescribed requirements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Anti-Discrimination Commission , as well as evaluating the overall presentation of the financial report including any mandatory financial reporting requirements approved by the Treasurer for application in Queensland.

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

## *Independence*

The *Auditor-General Act 2009* promotes the independence of the Auditor-General and all authorised auditors. The Auditor-General is the auditor of all Queensland public sector entities and can only be removed by Parliament.

The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

## *Opinion*

In accordance with s.40 of the *Auditor-General Act 2009* –

- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion –
  - (i) the prescribed requirements in relation to the establishment and keeping of accounts have been complied with in all material respects; and
  - (ii) the financial report presents a true and fair view, in accordance with the prescribed accounting standards, of the transactions of the Anti-Discrimination Commission for the financial year 1 July 2010 to 30 June 2011 and of the financial position as at the end of that year.

## **Other Matters - Electronic Presentation of the Audited Financial Report**

This auditor's report relates to the financial report of the Anti-Discrimination Commission for the year ended 30 June 2011. Where the financial report is included on the Anti-Discrimination Commission's website the Commissioner is responsible for the integrity of the Anti-Discrimination Commission's website and I have not been engaged to report on the integrity of the Anti-Discrimination Commission's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements or otherwise included with the financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

These matters also relate to the presentation of the audited financial report in other electronic media including CD Rom.

  
J P BEH FCPA  
(as Delegate of the Auditor-General of Queensland)

Queensland Audit Office  
Brisbane

