

# FINANCIAL STATEMENTS

**Contract Cleaning Industry  
(Portable Long Service Leave) Authority**  
For the Year Ended 30 June 2022



# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Financial Statements

For the Year Ended 30 June 2022

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# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Statement of Comprehensive Income

for the year ended 30 June 2022

	Note	2022 \$'000	2021 \$'000
<b>OPERATING RESULT</b>			
<b>Income from continuing operations</b>			
Portable long service leave (PLSL) levies	B1-1	3,992	3,635
Income from investments	B1-2	3,106	6,073
Net fair value (loss) gain on investments	B1-3	(7,357)	7,312
Interest		7	4
<b>Total income from continuing operations</b>		<b>(252)</b>	<b>17,024</b>
<b>Expenses from continuing operations</b>			
Supplies and services	B2-1	1,908	1,534
Impairment (reversals) losses	B2-2	(7)	40
Portable long service leave (PLSL) scheme benefits	C5	3,232	4,765
<b>Total expenses from continuing operations</b>		<b>5,133</b>	<b>6,339</b>
<b>Operating result from continuing operations</b>		<b>(5,385)</b>	<b>10,685</b>
<b>OTHER COMPREHENSIVE INCOME</b>		-	-
<b>TOTAL COMPREHENSIVE (LOSS) INCOME</b>		<b>(5,385)</b>	<b>10,685</b>

*The accompanying notes form part of these financial statements.*

# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Statement of Financial Position

as at 30 June 2022

	Note	2022 \$'000	2021 \$'000
<b>Current assets</b>			
Cash and cash equivalents	C1	167	629
Receivables	C2	1,089	878
Investments	C3	79,722	83,203
Prepayments		18	-
<b>Total current assets</b>		<b>80,996</b>	<b>84,710</b>
<b>Total assets</b>		<b>80,996</b>	<b>84,710</b>
<b>Current liabilities</b>			
Payables	C4	579	208
Provision for scheme benefits	C5	14,800	14,100
<b>Total current liabilities</b>		<b>15,379</b>	<b>14,308</b>
<b>Non-current liabilities</b>			
Provision for scheme benefits	C5	10,900	10,300
<b>Total non-current liabilities</b>		<b>10,900</b>	<b>10,300</b>
<b>Total liabilities</b>		<b>26,279</b>	<b>24,608</b>
<b>Net assets</b>		<b>54,717</b>	<b>60,102</b>
<b>Equity</b>			
Accumulated surplus		54,717	60,102
<b>Total equity</b>		<b>54,717</b>	<b>60,102</b>

*The accompanying notes form part of these financial statements.*

**Contract Cleaning Industry (Portable Long Service Leave) Authority**

**Statement of Changes in Equity**

for the year ended 30 June 2022

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	<b>Accumulated surplus \$'000</b>
<b>Balance as at 1 July 2020</b>	49,417
Total comprehensive income for the year	10,685
<b>Balance at 30 June 2021</b>	<u>60,102</u>
Total comprehensive loss for the year	(5,385)
<b>Balance at 30 June 2022</b>	<u><u>54,717</u></u>

*The accompanying notes form part of these financial statements.*

**Contract Cleaning Industry (Portable Long Service Leave) Authority**  
**Statement of Cash Flows**

for the year ended 30 June 2022

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>Note</b>	<b>2022</b>	<b>2021</b>
		<b>\$'000</b>	<b>\$'000</b>
<i>Inflows:</i>			
Interest receipts		8	3
Portable long service leave (PLSL) levies		3,805	3,622
GST input tax credits from Australian Tax Office (ATO)		111	169
<i>Outflows:</i>			
Supplies and services		(1,315)	(1,579)
Portable long service leave		(1,949)	(1,665)
GST paid to suppliers		(136)	(148)
<b>Net cash provided by operating activities</b>	CF-1	<b><u>524</u></b>	<b><u>402</u></b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<i>Inflows:</i>			
Proceeds from investments		231	206
<i>Outflows:</i>			
Purchase of investments		(1,000)	-
Investment expenses paid		(217)	(192)
<b>Net cash (used in) provided by investing activities</b>		<b><u>(986)</u></b>	<b><u>14</u></b>
<b>Net (decrease) increase in cash and cash equivalents</b>		<b>(462)</b>	<b>416</b>
<b>Cash and cash equivalents - opening balance</b>		<b>629</b>	<b>213</b>
<b>Cash and cash equivalents - closing balance</b>	C1	<b><u><u>167</u></u></b>	<b><u><u>629</u></u></b>

*The accompanying notes form part of these financial statements.*

# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Statement of Cash Flows

for the year ended 30 June 2022

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### NOTES TO THE STATEMENT OF CASH FLOWS

#### CF-1 Reconciliation of operating result to net cash provided by operating activities

	<b>2022</b>	<b>2021</b>
	<b>\$'000</b>	<b>\$'000</b>
Operating (deficit)/surplus	(5,385)	10,685
<i>Adjustments to investment items:</i>		
Investment income	4,250	(13,385)
Investment expense	217	192
<i>Changes in assets and liabilities</i>		
Increase/(decrease) in PLSL scheme benefits provision	1,300	3,100
(Increase)/decrease in receivables	(211)	7
(Increase)/decrease in prepayments	(18)	-
Increase/(decrease) in payables	371	(197)
<b>Net cash provided by operating activities</b>	<b>524</b>	<b>402</b>

# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Notes to the Financial Statements

for the year ended 30 June 2022

### SECTION 1

#### ABOUT THE AUTHORITY AND THIS FINANCIAL REPORT

#### A1 BASIS OF FINANCIAL STATEMENT PREPARATION

##### A1-1 GENERAL INFORMATION

The Contract Cleaning Industry (Portable Long Service Leave) Authority (Authority) was established under the *Contract Cleaning Industry (Portable Long Service Leave) Act 2005*.

The principal place of business of the Authority is Unit 1, 62 Crockford Street, Northgate QLD 4013.

##### A1-2 COMPLIANCE WITH PRESCRIBED REQUIREMENTS

The Authority has prepared these financial statements in compliance with section 39 of the *Financial and Performance Management Standard 2019*.

These financial statements are general purpose financial statements and have been prepared on an accrual basis in accordance with Australian Accounting Standards and Interpretations, other authoritative pronouncements and comply with the *Contract Cleaning Industry (Portable Long Service Leave) Act 2005*. In addition, the financial statements comply with Queensland Treasury's Financial Reporting Requirements for reporting periods beginning on or after 1 July 2021.

The financial statements are for the Authority as a single entity. With respect to compliance with Australian Accounting Standards and Interpretations, the Authority has applied those requirements applicable to not-for-profit entities, as the Authority is a not-for-profit statutory body which commenced operations on 1 July 2005.

New Australian Accounting Standards early adopted and/or applied for the first time in these financial statements are outlined in Note E3.

##### A1-3 PRESENTATION DETAILS

###### Currency and rounding

Amounts included in the financial statements are in Australian dollars and 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.

###### Comparatives

Comparative information reflects the audited 2020-21 financial statements and has been restated where necessary to be consistent with disclosures in the current reporting period.

###### Current / non-current classification

Assets and liabilities are classified as either 'current' or 'non-current' in the statement of financial position and associated notes.

Assets are classified as 'current' where their carrying amount is expected to be realised within 12 months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within 12 months after the reporting date, or the Authority does not have an unconditional right to defer settlement to beyond 12 months after the reporting date.

All other assets and liabilities are classified as non-current.

##### A1-4 AUTHORISATION OF FINANCIAL STATEMENTS FOR ISSUE

The financial statements are authorised for issue by the Chair of the Authority's Board and the General Manager of QLeave at the date of signing the management certificate.

##### A1-5 BASIS OF MEASUREMENT

Historical cost is used as the measurement basis in this financial report except for the following:

- Provisions expected to be settled 12 or more months after reporting date which are measured at their present value; and
- Investments with the Queensland Investment Corporation (QIC) which are measured at fair value.

###### Historical cost

Under historical cost, assets are recorded at the amount of cash or cash equivalents paid or the fair value of the consideration given to acquire assets at the time of their acquisition. Liabilities are recorded at the amount of proceeds received in exchange for the obligation or at the amounts of cash or cash equivalents expected to be paid to satisfy the liability in the normal course of business.



# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Notes to the Financial Statements

for the year ended 30 June 2022

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### A1 BASIS OF FINANCIAL STATEMENT PREPARATION (continued)

#### A1-5 BASIS OF MEASUREMENT (continued)

##### Fair value

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date under current market conditions (i.e. an exit price) regardless of whether that price is directly derived from observable inputs or estimated using another valuation technique. Fair value is determined using one of the following three approaches:

- The *market approach* uses prices and other relevant information generated by market transactions involving identical or comparable (i.e. similar) assets, liabilities or a group of assets and liabilities, such as a business.
- The *cost approach* reflects the amount that would be required currently to replace the service capacity of an asset. This method includes the current replacement cost methodology.
- The *income approach* converts multiple future cash flow amounts to a single current (i.e. discounted) amount. When the income approach is used, the fair value measurement reflects current market expectations about those future amounts.

Where fair value is used, the fair value approach is disclosed.

##### Present value

Present value represents the present discounted value of the future net cash inflows that the item is expected to generate (in respect of assets) or the present discounted value of the future net cash outflows expected to settle (in respect of liabilities) in the normal course of business.

### A2 AUTHORITY OBJECTIVES

The objective of the Authority is to administer a paid long service leave scheme for eligible workers within the contract cleaning industry in accordance with the *Contract Cleaning Industry (Portable Long Service Leave) Act 2005*.

The Authority is funded by a levy imposed on worker wages, currently 0.75%, and the income earned on the investment of these funds.

For the 2021-22 financial year, the Authority reported to the Minister for Education, Minister for Industrial Relations and Minister for Racing (Hon Grace Grace MP).

The Authority does not employ staff. The General Manager of the Authority is the person appointed as the General Manager of the Building and Construction Industry (Portable Long Service Leave) Authority (BCI or QLeave) and manages the business of the Authority. QLeave provides the Authority with the staff and administrative support services that it requires to carry out its functions. Costs shown in the statement of comprehensive income under supplies and services represents QLeave's fee for these services.

## Contract Cleaning Industry (Portable Long Service Leave) Authority

### Notes to the Financial Statements

for the year ended 30 June 2022

#### SECTION 2

#### NOTES ABOUT OUR FINANCIAL PERFORMANCE

### B1 REVENUE

#### B1-1 INCOME FROM LEVIES

	2022	2021
	\$'000	\$'000
Portable long service leave (PLSL) levies	<u>3,992</u>	<u>3,635</u>

#### B1-2 INCOME FROM INVESTMENTS

	2022	2021
	\$'000	\$'000
Distribution from:		
QIC Cash Enhanced Fund	12	83
QIC Long Term Diversified Fund	1,291	4,734
QIC Diversified Australian Equities Fund	947	700
QIC International Equities Fund	856	556
<b>Total</b>	<u><b>3,106</b></u>	<u><b>6,073</b></u>

#### B1-3 NET FAIR VALUE GAIN (LOSS) ON INVESTMENTS

	2022	2021
	\$'000	\$'000
QIC Cash Enhanced Fund		
Earnings	(35)	80
Less: Distributions	(12)	(83)
<b>Fair value movement</b>	<u><b>(47)</b></u>	<u><b>(3)</b></u>
QIC Long Term Diversified Fund		
Earnings	(2,612)	7,250
Less: Distributions	(1,291)	(4,734)
<b>Fair value movement</b>	<u><b>(3,903)</b></u>	<u><b>2,516</b></u>
QIC Diversified Australian Equities Fund		
Earnings	(1,027)	3,327
Less: Distributions	(947)	(700)
<b>Fair value movement</b>	<u><b>(1,974)</b></u>	<u><b>2,627</b></u>
QIC International Equities Fund		
Earnings	(577)	2,728
Less: Distributions	(856)	(556)
<b>Fair value movement</b>	<u><b>(1,433)</b></u>	<u><b>2,172</b></u>
<b>Total fair value movement</b>	<u><u><b>(7,357)</b></u></u>	<u><u><b>7,312</b></u></u>

#### Accounting policy - Income from levies

Revenue is recognised where it can be reliably measured and the entity has an unconditional right to receive it in the period to which it relates. Levy revenue applicable to the last quarter, April to June 2022, has been estimated and accrued based on levies received year to date and specifically the average of the three quarter return periods, July 2021 to March 2022. Retrospective levies income is recognised when invoiced.

#### Accounting policy - Income from investments

Distribution income and earnings from investments are recognised when the right to receive the payment is established.

#### Accounting policy - Net fair value gain on investments

Gains arising from changes in the fair value measurement of investment funds are included in the operating result for the period in which they arise.

Net fair value movement on investments is disclosed in Note D1-4.

**Contract Cleaning Industry (Portable Long Service Leave) Authority**

**Notes to the Financial Statements**

for the year ended 30 June 2022

**B2 EXPENSES**

**B2-1 SUPPLIES AND SERVICES**

	2022	2021
	\$'000	\$'000
QLeave fees <sup>(1)(2)(4)</sup>	1,690	1,337
Fund management fees <sup>(3)</sup>	216	195
Other expenses	2	2
<b>Total</b>	<u><u>1,908</u></u>	<u><u>1,534</u></u>

**Accounting policy - Procurement**

For a transaction to be classified as supplies and services, the value of goods and services received by the Authority must be approximately equal value to the value of the consideration exchanged for those goods or services.

**QLeave fees**

(1) The Authority, under agreement, pays to QLeave a fee for the administrative services that it requires to carry out its functions effectively and efficiently, including the collection of levies.

**Audit fees**

(2) The total audit fees quoted by the Queensland Audit Office relating to the external audit of the 2021-22 financial statements are estimated to be \$14,300 (2020-21: \$14,000). There are no non-audit services included in this amount. The audit fees are included in the QLeave fees.

**Fund management fees**

(3) Fund management fees are charged by Queensland Investment Corporation for the management of the Authority's investments.

**Insurance premiums - QGIF**

(4) The Authority's risks are insured through the Queensland Government Insurance Fund and premiums are paid on a risk assessment basis. In addition, the Authority pays premiums to WorkCover Queensland in respect of its obligations for Director compensation. The Insurance premiums - QGIF are included in the QLeave fees.

**B2-2 IMPAIRMENT LOSSES**

	2022	2021
	\$'000	\$'000
Trade receivables	<u><u>(7)</u></u>	<u><u>40</u></u>

**Accounting policy - Impairment**

Impairment losses may arise on assets held by the Authority from time to time. Accounting for impairment losses is dependent upon the individual asset (or group of assets) subject to impairment.

The trade debtors loss allowance reflects the lifetime expected credit loss method and includes known doubtful debts.

**Contract Cleaning Industry (Portable Long Service Leave) Authority**

**Notes to the Financial Statements**

for the year ended 30 June 2022

**SECTION 3**

**NOTES ABOUT OUR FINANCIAL POSITION**

**C1 CASH AND CASH EQUIVALENTS**

	2022	2021
	\$'000	\$'000
Cash at bank	<u>167</u>	<u>629</u>

**Accounting policy - Cash and cash equivalents**

For the purpose 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.

**C2 RECEIVABLES**

	2022	2021
	\$'000	\$'000
Trade debtors	160	61
Less: Loss allowance	<u>(22)</u>	<u>(32)</u>
	138	29
Accrued revenue *	907	830
GST input tax credits receivable	<u>44</u>	<u>20</u>
	951	849
<b>Total</b>	<u><b>1,089</b></u>	<u><b>878</b></u>

**Accounting policy - Receivables**

Receivables are measured at amortised cost which approximates their fair value at reporting date.

Trade debtors are recognised at the amounts due at the end of a return quarter. Settlement of these amounts is required within 14 days from the end of the quarter.

The collectability of receivables is assessed periodically with an allowance being made for impairment. All known bad debts were written off as at 30 June. The allowance for impairment is based on loss events in conjunction with current debtor monitoring and analysis.

\* Includes the fourth quarter levy revenue accrual

The trade debtors loss allowance reflects the lifetime expected credit loss method and includes known doubtful debts.

**C3 INVESTMENTS**

	2022	2021
	\$'000	\$'000
QIC - Cash Enhanced Fund	10,328	9,594
QIC - Long Term Diversified Fund	44,251	46,863
QIC - Diversified Australian Equities Fund	13,188	14,214
QIC - International Equities Fund	<u>11,955</u>	<u>12,532</u>
<b>Total</b>	<u><b>79,722</b></u>	<u><b>83,203</b></u>

**Accounting policy - Investments**

The Authority's investments are held at fair value through profit and loss and are limited to unlisted unit trusts managed by Queensland Investment Corporation (QIC). The fair value of these investments were estimated using market approach based on unit price of the relevant trust at reporting date. The unit price is derived based on observable market data for underlying investments held by the Fund.

**C4 PAYABLES**

	2022	2021
	\$'000	\$'000
Trade creditors	484	191
Accrued charges	<u>95</u>	<u>17</u>
<b>Total</b>	<u><b>579</b></u>	<u><b>208</b></u>

**Accounting policy - 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, net of applicable trade and other discounts. Amounts owing are unsecured and generally settled on 30 day terms.

## Contract Cleaning Industry (Portable Long Service Leave) Authority

### Notes to the Financial Statements

for the year ended 30 June 2022

#### C5 PROVISION FOR SCHEME BENEFITS

	2022	2021
	\$'000	\$'000
<b>Current</b>		
Provision for scheme benefits expected to be settled within 12 months	2,700	2,400
Provision for scheme benefits expected to be settled after 12 months	12,100	11,700
<b>Total *</b>	<b>14,800</b>	<b>14,100</b>
<b>Non-current</b>		
Provision for scheme benefits	10,900	10,300
<b>Total</b>	<b>25,700</b>	<b>24,400</b>
<b>Movement in provisions</b>		
Balance as at 1 July	24,400	21,300
Additional provision recognised	3,232	4,765
Reductions in provisions from payments	(1,932)	(1,665)
<b>Balance as at 30 June</b>	<b>25,700</b>	<b>24,400</b>

#### Accounting policy - Provisions

Provisions are recorded when the Authority has a present obligation, either legal or constructive as a result of a past event. They are recognised at the amount expected at reporting date for which the obligation will be settled in a future period. Where the settlement of the obligation is expected after 12 or more months, the obligation is discounted to the present value using an appropriate discount rate.

Payments for long service leave claims are assessed and calculated in accordance with the *Contract Cleaning Industry (Portable Long Service Leave) Act 2005* and *Regulations*.

Scheme eligible members as at 30 June were 64,696 (2020-21: 73,380).

\* The total current provision of \$14.8 million (2020-21: \$14.1 million) represents the value for which the Authority does not have an unconditional right to defer settlement for at least 12 months. The Authority only expects to pay \$2.7 million (2020-21: \$2.4 million) over the next 12 months.

The liability has been recorded as both a current liability and a non-current liability in accordance with AASB 101 *Presentation of Financial Statements* and AASB 137 *Provisions, Contingent Liabilities and Contingent Assets* whereby the current liability represents any amount of Scheme benefits liability for which the Authority does not have an unconditional right to defer settlement for at least 12 months after the reporting date.

#### Key Estimates and Judgements: Provision

The long service leave liability of the scheme was determined via actuarial assessment as required by the *Contract Cleaning Industry (Portable Long Service Leave) Act 2005* at intervals of at least every two years to investigate the sufficiency of the Authority's funds and the adequacy of the rate of long service leave levy. The Authority ensures an independent actuarial assessment is undertaken in accordance with legislation.

Mercer Consulting (Australia) Pty Ltd was re-appointed by the Authority on 8 April 2021. The latest actuarial assessment of the scheme's liabilities by Mercer Consulting (Australia) Pty Ltd dated 4 May 2022 was prepared utilising 31 January 2022 worker data based on a number of assumptions.

The major assumptions used in the actuarial valuation of the scheme benefits were:

- The long-term investment return of 5.2% per annum net of management fees (2020-21 3.8% per annum).
- The rate of wage increase of 2.7% per annum (2020-21 2.0% per annum).
- The real rate of return of 2.5% per annum (2020-21: 1.8% per annum).
- The prescribed award wage rate of \$876.70 from 1 July 2022 (\$853.48 from 1 July 2021).

The provision has been discounted using a rate of 5.2% reflecting the long-term rate of return on the Authority's assets to determine the present value.

# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Notes to the Financial Statements

for the year ended 30 June 2022

### SECTION 4

#### NOTES ABOUT RISK AND OTHER ACCOUNTING UNCERTAINTIES

#### D1 FAIR VALUE MEASUREMENT

##### D1-1 ACCOUNTING POLICIES AND INPUTS FOR FAIR VALUES

###### What is fair value?

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date under current market conditions (i.e. an exit price) regardless of whether that price is directly derived from observable inputs or estimated using another valuation technique.

Observable inputs are publicly available data that are relevant to the characteristics of the assets/liabilities being valued.

Unobservable inputs are data, assumptions and judgements that are not available publicly, but are relevant to the characteristics of the assets/liabilities being valued. Significant unobservable inputs used by the Authority include, but are not limited to, subjective adjustments made to observable data to take account of the characteristics of the Authority's assets/liabilities, internal records of recent costs (and/or estimate of such costs) for assets' characteristics/functionality, and assessments of physical condition and remaining useful life. Unobservable inputs are used to the extent that sufficient relevant and reliable observable inputs are not available for similar assets/liabilities.

###### Fair value measurement hierarchy

All assets and liabilities of the Authority for which fair value is measured or disclosed in the financial statements are categorised within the following fair value hierarchy, based on the data and assumptions used in the most recent specific appraisals:

Level 1	represents fair value measurements that reflect unadjusted quoted market prices in active markets for identical assets and liabilities;
Level 2	represents fair value measurements that are substantially derived from inputs (other than quoted prices included within level 1) that are observable, either directly or indirectly; and
Level 3	represents fair value measurements that are substantially derived from unobservable inputs.

##### D1-2 BASIS FOR FAIR VALUES OF ASSETS AND LIABILITIES

The Authority's holdings in financial assets at fair value through profit and loss is limited to unlisted unit trusts managed by QIC Limited. The fair value of these holdings was based on the unit price of the relevant trust at reporting date. The unit price is derived based on observable market data for underlying investments held by the trust. Accordingly, the Authority classifies these financial assets as level 2.

##### D1-3 CATEGORISATION OF FINANCIAL ASSETS AND LIABILITIES MEASURED AT FAIR VALUE

	Level 1		Level 2		Level 3		Total carrying amount	
	2022	2021	2022	2021	2022	2021	2022	2021
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Financial assets</b>								
Investments								
QIC Cash Enhanced Fund	-	-	10,328	9,594	-	-	10,328	9,594
QIC Long Term Diversified Fund	-	-	44,251	46,863	-	-	44,251	46,863
QIC Diversified Australian Equities Fund	-	-	13,188	14,214	-	-	13,188	14,214
QIC International Equities Fund	-	-	11,955	12,532	-	-	11,955	12,532
<b>Total</b>	-	-	<b>79,722</b>	<b>83,203</b>	-	-	<b>79,722</b>	<b>83,203</b>

**Contract Cleaning Industry (Portable Long Service Leave) Authority**

**Notes to the Financial Statements**

for the year ended 30 June 2022

**D1 FAIR VALUE MEASUREMENT (continued)**

**D1-4 LEVEL 2 FAIR VALUE MEASUREMENT - RECONCILIATION**

	<b>2022</b>	<b>2021</b>
	<b>\$'000</b>	<b>\$'000</b>
QIC Cash Enhanced Fund		
Carrying amount at 1 July	9,594	9,720
Plus		
Earnings	(35)	80
Contributions	1,000	-
Distributions Reinvested	12	83
Less		
Distributions	(12)	(83)
Redemptions	-	-
Redemptions - Fees	(231)	(206)
<b>Carrying amount at 30 June</b>	<b>10,328</b>	<b>9,594</b>
QIC Long Term Diversified Fund		
Carrying amount at 1 July	46,863	39,613
Plus		
Earnings	(2,612)	7,250
Contributions	-	-
Distributions Reinvested	1,291	4,734
Less		
Distributions	(1,291)	(4,734)
Redemptions	-	-
Redemptions - Fees	-	-
<b>Carrying amount at 30 June</b>	<b>44,251</b>	<b>46,863</b>
QIC Diversified Australian Equities Fund		
Carrying amount at 1 July	14,214	10,887
Plus		
Earnings	(1,027)	3,327
Contributions	-	-
Distributions Reinvested	947	700
Less		
Distributions	(947)	(700)
Redemptions	-	-
Redemptions - Fees	-	-
<b>Carrying amount at 30 June</b>	<b>13,188</b>	<b>14,214</b>
QIC International Equities Fund		
Carrying amount at 1 July	12,532	9,804
Plus		
Earnings	(577)	2,728
Contributions	-	-
Distributions Reinvested	856	556
Less		
Distributions	(856)	(556)
Redemptions	-	-
Redemptions - Fees	-	-
<b>Carrying amount at 30 June</b>	<b>11,955</b>	<b>12,532</b>
<b>Total Carrying amount at 30 June</b>	<b>79,722</b>	<b>83,203</b>

## Contract Cleaning Industry (Portable Long Service Leave) Authority

### Notes to the Financial Statements

for the year ended 30 June 2022

## D2 FINANCIAL RISK DISCLOSURES

### D2-1 FINANCIAL INSTRUMENT CATEGORIES

Financial assets and financial liabilities are recognised in the statement of financial position when the Authority becomes party to the contractual provisions of the financial instrument. The Authority has the following categories of financial assets and financial liabilities:

Category	Note	2022 \$'000	2021 \$'000
<b>Financial assets</b>			
Cash and cash equivalents	C1	167	629
Financial assets at amortised cost:			
Receivables	C2	1,089	878
Financial assets at fair value through profit or loss:			
QIC - Cash Enhanced		10,328	9,594
QIC - Long Term Diversified Fund		44,251	46,863
QIC - Diversified Australian Equities Fund		13,188	14,214
QIC - International Equities Fund		11,955	12,532
	C3	<u>79,722</u>	<u>83,203</u>
<b>Total financial assets</b>		<b><u>80,978</u></b>	<b><u>84,710</u></b>
<b>Financial liabilities</b>			
Financial liabilities at amortised cost:			
Payables	C4	579	208
<b>Total financial liabilities</b>		<b><u>579</u></b>	<b><u>208</u></b>

No financial assets and financial liabilities have been offset and presented in the statement of financial position.

### D2-2 FINANCIAL RISK MANAGEMENT

#### (a) Risk exposure

Financial risk management is implemented pursuant to the Authority's investment policy statement. This policy focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Authority.

The Authority's activities expose it to a variety of financial risks as set out in the following table:

Risk exposure	Definition	Exposure
Credit risk	The risk that the Authority may incur financial loss as a result of another party to a financial instrument failing to discharge their obligation.	The Authority is exposed to credit risk in respect of its receivables (Note C2).
Liquidity risk	The risk that the Authority may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.	The Authority is exposed to liquidity risk in respect of its payables (Note C4) and payments for long service leave claims (Note C5).
Market risk	<p>The risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: price risk, interest rate risk and currency risk.</p> <p><i>Price Risk</i> is the risk that the fair value of 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), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.</p> <p><i>Interest rate risk</i> is the risk that the fair value or future cash flows of the financial instrument will fluctuate because of changes in market interest rates.</p> <p>The Authority is not exposed to <i>currency risk</i>.</p>	<p>The Authority is exposed to price risk through investments with QIC (Note C3). The Authority is exposed to adverse movements in the level of volatility of the financial markets in respect to these investments.</p> <p>The Authority is exposed to interest rate risk through cash and cash equivalents (Note C1) which is subject to variable interest rates.</p>



## Contract Cleaning Industry (Portable Long Service Leave) Authority

### Notes to the Financial Statements

for the year ended 30 June 2022

#### D2 FINANCIAL RISK DISCLOSURES (continued)

##### D2-2 FINANCIAL RISK MANAGEMENT (continued)

###### (b) Risk measurement and management strategies

The Authority measures risk exposure using a variety of methods as follows:

Risk exposure	Measurement method	Risk management strategies
Credit risk	Aging analysis	The Authority manages credit risk through the use of a <i>debtor management strategy</i> . This strategy ensures all funds owed are monitored on a timely basis. Exposure to credit risk is monitored on an ongoing basis.
Liquidity risk	Sensitivity analysis	The Authority manages liquidity risk through the use of a <i>liquidity management strategy</i> . This strategy aims to reduce the exposure to liquidity risk by ensuring the Authority has sufficient funds available to meet all obligations as they fall due.  This is achieved by ensuring that appropriate levels of cash are held within various accounts in accordance with the Authority's Investment Policy Statement so as to meet the expected liabilities.
Market risk	Price sensitivity analysis  Interest rate sensitivity analysis	To manage the risk of a decline in portfolio value due to adverse movements in market price the QIC investment structure diversified in 2018-19 to include the QIC International Equities Fund and the QIC Diversified Australian Equities Fund.  The Authority does not undertake any hedging in relation to interest risk.  The Authority's <i>Investment Policy Statement</i> is reviewed annually to ensure investment objectives are aligned with the Authority's strategic plan and that an appropriate asset allocation exists to give expected returns for given levels of risk over time.

##### D2-3 CREDIT RISK DISCLOSURES

###### Credit risk management practices

The Authority typically considers a financial asset to be in default when it becomes 90 days past due. However, a financial asset can be in default before that point if information indicates that the Authority is unlikely to receive the outstanding amounts in full. The Authority has included a loss allowance on trade receivables (Note C2).

###### Credit risk exposure

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

Category	Note	2022 \$'000	2021 \$'000
<b>Financial assets</b>			
Receivables	C2	1,089	878

The maximum exposure to credit risk at balance date for receivables is the gross carrying amount of those assets. No collateral is held as security and there are no other credit enhancements relating to the Authority's receivables.

##### D2-4 LIQUIDITY RISK - CONTRACTUAL MATURITY OF FINANCIAL LIABILITIES

The following table sets out the liquidity risk of financial liabilities held by the Authority.

Financial liabilities	2022	Contractual maturity			2021	Contractual maturity		
	Total \$'000	<1 year \$'000	1-5 years \$'000	>5 years \$'000	Total \$'000	<1 year \$'000	1-5 years \$'000	>5 years \$'000
Payables	579	579	-	-	208	208	-	-

## Contract Cleaning Industry (Portable Long Service Leave) Authority

### Notes to the Financial Statements

for the year ended 30 June 2022

## D2 FINANCIAL RISK DISCLOSURES (continued)

### D2-5 MARKET RISK

The following market sensitivity analysis reflects the outcome to profit and loss if investment unit price would change by +/- 10% applied to the carrying amount as at 30 June 2022 (2020-21: +/- 10%). These fluctuations are considered appropriate given the current world economic and market climate. With all other variables held constant, the Authority would have a surplus/(deficit) and equity increase/(decrease) of \$8.0 million (2020-21: \$8.3 million) if there was a +/- 10% fluctuation in investment markets. This is attributable to the Authority's exposure to investment returns on funds held with QIC.

+ / - 10%	Carrying amount \$'000	2022 Market rate risk			
		- Sensitivity		+ Sensitivity	
		Profit \$'000	Equity \$'000	Profit \$'000	Equity \$'000
Financial Instruments					
QIC - Cash Enhanced Fund	10,328	(1,033)	(1,033)	1,033	1,033
QIC - Long Term Diversified Fund	44,251	(4,425)	(4,425)	4,425	4,425
QIC - Diversified Australian Equities Fund	13,188	(1,319)	(1,319)	1,319	1,319
QIC - International Equities Fund	11,955	(1,196)	(1,196)	1,196	1,196
<b>Potential Impact</b>	<b>79,722</b>	<b>(7,973)</b>	<b>(7,973)</b>	<b>7,973</b>	<b>7,973</b>

+ / - 10%	Carrying amount \$'000	2021 Market rate risk			
		- Sensitivity		+ Sensitivity	
		Profit \$'000	Equity \$'000	Profit \$'000	Equity \$'000
Financial Instruments					
QIC - Cash Enhanced Fund	9,594	(959)	(959)	959	959
QIC - Long Term Diversified Fund	46,863	(4,686)	(4,686)	4,686	4,686
QIC - Diversified Australian Equities Fund	14,214	(1,421)	(1,421)	1,421	1,421
QIC - International Equities Fund	12,532	(1,253)	(1,253)	1,253	1,253
<b>Potential Impact</b>	<b>83,203</b>	<b>(8,319)</b>	<b>(8,319)</b>	<b>8,319</b>	<b>8,319</b>

## D3 CONTINGENCIES

As at 30 June 2022, there were no contingent assets or liabilities.

## D4 EVENTS OCCURRING AFTER THE REPORTING DATE

There have been no events occurring after balance date which would materially affect the financial statements or disclosures.

## D5 FUTURE IMPACT OF ACCOUNTING STANDARDS NOT YET EFFECTIVE

At the date of authorisation of the financial report, the expected impact of new and amended Australian accounting standards and interpretations with future effective dates are either not applicable to the Authority's activities or have no material impact on the Authority.

# Contract Cleaning Industry (Portable Long Service Leave) Authority

## Notes to the Financial Statements

for the year ended 30 June 2022

### SECTION 5

#### OTHER INFORMATION

#### E1 KEY MANAGEMENT PERSONNEL (KMP) DISCLOSURES

##### Details of key management personnel

The following details for non-Ministerial KMP reflect those positions that had authority and responsibility for planning, directing and controlling the activities of the Authority during 2021-22 and 2020-21. Further information about these positions can be found in the body of the Annual report under the section relating to The Board.

Position	Position Responsibility
Board Director	Commercial policy and management of the Authority
General Manager	Management of the Authority under direction of the Board

The following persons held the position of Director during the year ended 30 June 2022.

Mr John Thompson (commenced 07/10/2021)	Chair
Ms Susanne Ryan*	Deputy Chair
Mr Damien Davie	Worker Representative (UWU - United Workers Union)
Mr Kenneth Holder	Employer Representative (BSCAA)
Ms Natalia Pantano (resigned 07/12/2021)	Worker Representative (UWU - United Workers Union)
Ms Kim Puxty	Employer Representative (BSCAA)
Ms Linda Revill (commenced 26/05/2022)	Worker Representative (UWU - United Workers Union)

*\*Following the resignation of Mr Donald Brown as Chair on 8 February 2021, Ms Susanne Ryan was Acting Chair until the new Chair, Mr John Thompson, commenced on the 7 October 2021.*

##### KMP remuneration policies

Board members remuneration is guided by the provisions of the 'Remuneration of Part-time Chairs and Members of Government Boards, Committees and Statutory Authorities' issued by the Department of Justice and Attorney-General Public Service Commission and paid in accordance with the remuneration assessment approved by Cabinet.

##### Remuneration expenses

The following disclosures focus on the expenses incurred by the Authority attributable to non-Ministerial KMP during the respective reporting periods. The amounts disclosed are determined on the same basis as expenses recognised in the statement of comprehensive income.

Short term employee expenses represent board attendance fees, paid following each meeting attended.

##### 2021-22

Position	Short term employee expenses	Total
	Monetary expenses \$	\$
Mr John Thompson (commenced 07/10/2021)	1,950	1,950
Ms Susanne Ryan	2,670	2,670
Mr Damien Davie	1,800	1,800
Mr Kenneth Holder	1,800	1,800
Ms Natalia Pantano (resigned 07/12/2021)	600	600
Ms Kim Puxty	1,800	1,800
Ms Linda Revill (commenced 26/05/2022)	-	-
<b>Total Remuneration</b>	<b>10,620</b>	<b>10,620</b>

## Contract Cleaning Industry (Portable Long Service Leave) Authority

### Notes to the Financial Statements

for the year ended 30 June 2022

#### E1 KEY MANAGEMENT PERSONNEL (KMP) DISCLOSURES (continued)

##### Remuneration expenses (continued)

2020-21

Position	Short term employee expenses	Total
	Monetary expenses \$	\$
Mr Donald Brown (resigned 08/02/2021)	1,560	1,560
Ms Susanne Ryan	1,590	1,590
Mr Damien Davie	600	600
Mr Kenneth Holder	1,500	1,500
Ms Natalia Pantano	1,500	1,500
Ms Kim Puxty	1,200	1,200
<b>Total Remuneration</b>	<b>7,950</b>	<b>7,950</b>

All directors excluding Ms N Pantano and Mr D Davie were paid for board attendance. Board attendance fees for Ms N Pantano and Mr D Davie were paid to the United Workers Union (UWU).

##### Performance payments

No KMP remuneration packages provide for performance or bonus payments.

#### E2 RELATED PARTY TRANSACTIONS

##### Transactions with people/entities related to KMP

Apart from the details disclosed in these financial statements, no Director has entered into a material contract with the Authority.

The terms and conditions of any transaction with Directors and their related entities were no more favourable than those available, or which might reasonably be expected to be available, on similar transactions to non-Director related entities on an arm's length basis.

From time to time, particular Directors of the Authority may be required to comply with the *Contract Cleaning Industry (Portable Long Service Leave) Act 2005* in respect of payment of levies for their own business undertakings in cleaning work. The levying of these charges is on the same terms and conditions as those entered into by other liable parties.

#### E3 FIRST YEAR APPLICATION OF NEW ACCOUNTING STANDARDS OR CHANGE IN ACCOUNTING POLICY

##### Accounting standards early adopted

No Australian Accounting Standards have been early adopted for 2021-22.

##### Accounting standards applied for the first time

No Australian Accounting Standards or Interpretations that apply to the Authority for the first time in 2021-22 have any material impact on the financial statements.

## Contract Cleaning Industry (Portable Long Service Leave) Authority

### Notes to the Financial Statements

for the year ended 30 June 2022

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#### **E3 FIRST YEAR APPLICATION OF NEW ACCOUNTING STANDARDS OR CHANGE IN ACCOUNTING POLICY (continued)**

##### **E3-1 CONFIGURATION OR CUSTOMISATION COSTS IN A CLOUD COMPUTING ARRANGEMENT**

###### **1. Summary of change in accounting policy**

The Authority has voluntarily changed its accounting policy in 2021-22 after completing a full analysis of the Authority's previously capitalised software in response to the International Financial Reporting Interpretations Committee (IFRIC) agenda decision released in March 2021.

The Authority's new accounting policy now considers where the software code resides, whether it is identifiable and whether the Authority has the power to both obtain economic benefits from the software and restrict the access of others to those benefits. Configuration or customisation costs that do not qualify for recognition as an intangible asset are further assessed as to the appropriate timing of expense recognition, using the following criteria:

- a) Where the configuration or customisation is considered a distinct (i.e. separately identifiable) service from the subsequent access to the cloud software, the costs are expensed when the configuration or customisation services are received.
- b) Where the configuration or customisation is not a distinct service from the Authority's right to access the software, the costs are expensed over the period of access on a straight-line basis. A prepayment asset is recognised when the payment is made upfront.

Any software that qualifies as an intangible asset is recognised and accounted for in accordance with the Authority's existing accounting policies on software assets.

No changes have been applied retrospectively.

#### **E4 TAXATION**

The activities of the Authority are 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 Authority. GST credits receivable from, and GST payable to the ATO, are recognised (refer to Note C2).

The collection of levies is not subject to GST.

#### **E5 CLIMATE RISK DISCLOSURE**

The Authority has not identified any material climate related risks relevant to the financial report at the reporting date, however constantly monitors the emergence of such risks under the Queensland Government's Climate Transition Strategy.

##### Current Year Impacts

No adjustments to the carrying value of recorded assets or other adjustments to the amounts recorded in the financial statements were recognised during the financial year.

**CONTRACT CLEANING INDUSTRY  
(PORTABLE LONG SERVICE LEAVE) AUTHORITY**

**Management Certificate**  
for the year ended 30 June 2022

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These general purpose financial statements have been prepared pursuant to section 62(1) of the *Financial Accountability Act 2009* (the Act), section 39 of the *Financial and Performance Management Standard 2019* 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 financial statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Contract Cleaning Industry (Portable Long Service Leave) Authority for the financial year ended 30 June 2022 and of the financial position of the Authority at the end of that year; and

We acknowledge responsibility under section 7 and section 11 of the *Financial and Performance Management Standard 2019* for the establishment and maintenance, in all material respects, of an appropriate and effective system of internal controls and risk management processes with respect to financial reporting throughout the reporting year.



**B Bassett**  
**General Manager**

25 August 2022



**J Thompson**  
**Chair**

25 August 2022

## INDEPENDENT AUDITOR'S REPORT

To the Board of the Contract Cleaning Industry (Portable Long Service Leave) Authority

### Report on the audit of the financial report

#### Opinion

I have audited the accompanying financial report of Contract Cleaning Industry (Portable Long Service Leave) Authority.

In my opinion, the financial report:

- a) gives a true and fair view of the entity's financial position as at 30 June 2022, and its financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2022, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the certificates given by the Chair and the General Manager.

#### Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the 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 entity 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 and the *Auditor-General Auditing Standards*.

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

#### Responsibilities of the board for the financial report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the entity or to otherwise cease operations.

### **Auditor's responsibilities for the audit of the financial report**

My objectives are 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 the 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this 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. This is not done for the purpose of expressing an opinion on the effectiveness of the entity's internal controls, but allows me to express an opinion on compliance with prescribed requirements.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the entity.
- Conclude on the appropriateness of the entity'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 entity'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. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the entity 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.

I communicate with the Board 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.



## **Report on other legal and regulatory requirements**

### **Statement**

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2022:

- a) I received all the information and explanations I required.
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

### **Prescribed requirements scope**

The prescribed requirements for the establishment and keeping of accounts are contained in the *Financial Accountability Act 2009*, any other Act and the Financial and Performance Management Standard 2019. The applicable requirements include those for keeping financial records that correctly record and explain the entity's transactions and account balances to enable the preparation of a true and fair financial report.

*mluwinga*

25 August 2022

Martin Luwina  
as delegate of the Auditor-General

Queensland Audit Office  
Brisbane

# APPENDIX 1: GLOSSARY

The meanings of the following acronyms and/or abbreviations used in this report are listed below.

<b>AICD</b>	Australian Institute of Company Directors
<b>ATO</b>	Australian Taxation Office
<b>BA</b>	Bachelor of Arts
<b>BBus</b>	Bachelor of Business
<b>BCI</b>	Building and Construction Industry (Portable Long Service Leave) Authority
<b>BSCAA</b>	Building Services Contractors Association of Australia
<b>CDec</b>	Commissioner for Declarations
<b>CEO</b>	Chief Executive Officer
<b>DipBus</b>	Diploma of Business
<b>ERP</b>	Enterprise Resource Planning
<b>FBT</b>	Fringe Benefits Tax
<b>GAICD</b>	Graduate of the Australian Institute of Company Directors Course
<b>GST</b>	Goods and Services Tax
<b>Hons</b>	Honours
<b>i.e.</b>	that is
<b>ICT</b>	Information Communication and Technology
<b>IFRIC</b>	International Financial Reporting Interpretations Committee
<b>IP</b>	Information Privacy
<b>ISMS</b>	Information Security Management System
<b>JP</b>	Justice of the Peace
<b>KMP</b>	Key Management Personnel
<b>m</b>	million
<b>MA</b>	Master of Arts
<b>MBA</b>	Master of Business Administration
<b>MP</b>	Member of Parliament
<b>MPFS</b>	My Pathway Facilities Services
<b>PLSL</b>	Portable Long Service Leave
<b>QAO</b>	Queensland Audit Office
<b>QGIF</b>	Queensland Government Insurance Fund
<b>QIC</b>	Queensland Investment Corporation
<b>Qld</b>	Queensland
<b>Qual</b>	Qualification
<b>SaaS</b>	Software as a Service
<b>UWU</b>	United Workers Union

## INTERSTATE SCHEMES

### AUSTRALIAN CAPITAL TERRITORY

#### Long Service Leave Authority

Unit 1, 28 Thynne Street

Bruce ACT 2617

Telephone: (02) 6247 3900

Email: [cleaning@actleave.act.gov.au](mailto:cleaning@actleave.act.gov.au)

[www.actleave.act.gov.au](http://www.actleave.act.gov.au)

### NEW SOUTH WALES

#### Long Service Corporation

32 Mann Street

Gosford NSW 2250

Telephone: 13 14 41

Email: [info@longservice.nsw.gov.au](mailto:info@longservice.nsw.gov.au)

[www.longservice.nsw.gov.au](http://www.longservice.nsw.gov.au)

### VICTORIA

Portable Long Service Leave Authority

Level 1, 56-60 King Street

Bendigo VIC 3550

Telephone: 1800 517 158

Email: [enquiries@plsa.vic.gov.au](mailto:enquiries@plsa.vic.gov.au)

[www.vic.gov.au/portable-long-service](http://www.vic.gov.au/portable-long-service)

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## OPEN DATA

For 2021-22, the Authority had no expenditure to report on overseas travel. For information on the Queensland Language Services Policy and consultancies expenditure, these are included in the QLeave Annual Report 2021-22 and can be accessed at [www.qld.gov.au/data](http://www.qld.gov.au/data).

## PUBLIC AVAILABILITY

This annual report can be viewed online at [www.qleave.qld.gov.au](http://www.qleave.qld.gov.au)

Copies of this report are available from:

### QLeave

PO Box 348

ARCHERFIELD BC QLD 4108

1300 QLEAVE

[yoursay@qleave.qld.gov.au](mailto:yoursay@qleave.qld.gov.au)

ISSN 1837-0586

## GOVERNMENT BODY

See additional information published on our website at [www.qleave.qld.gov.au/about-us/corporate-publications](http://www.qleave.qld.gov.au/about-us/corporate-publications).



## INTERPRETER SERVICE STATEMENT

The Queensland Government is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds.

If you have difficulty in understanding the annual report you can contact us on (07) 3018 0333 and we will arrange an interpreter to effectively communicate the report to you.





**Contract Cleaning Industry**  
(Portable Long Service Leave) Authority

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[www.qleave.qld.gov.au](http://www.qleave.qld.gov.au)