



10 August 2016

Mr Colin Waller  
Secretary/Treasurer  
Australian Hotels Association, National Office  
24 Brisbane Avenue  
Barton ACT 2600

By e-mail: [aha@aha.org.au](mailto:aha@aha.org.au)

Dear Mr Waller

**Australian Hotels Association, National Office**  
**Financial Report for the year ended 31 December 2015 - FR2015/424**

I acknowledge receipt of the amended financial report for the year ended 31 December 2015 for the Australian Hotels Association, National Office. The financial report was lodged with the Fair Work Commission (FWC) on 10 August 2016.

The financial report has now been filed. You are not required to take any further action in respect of the report lodged.

Should you wish to discuss the matters raised in this letter, or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8656 4685 or by email at [ken.morgan@fwc.gov.au](mailto:ken.morgan@fwc.gov.au)

Yours sincerely

Ken Morgan  
Financial Reporting Advisor  
Regulatory Compliance Branch

**AUSTRALIAN HOTELS ASSOCIATION - NATIONAL BODY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2015**

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**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**STATEMENT OF PRINCIPAL ACCOUNTING OFFICER**

I, Colin Waller, being the Honorary Secretary/Treasurer, the officer responsible for keeping the accounting records of the Australian Hotels Association National Body (the Organisation) certify that as at 31 December 2015, the number of members of the Organisation was 5,111.

In my opinion:

1. The attached financial statements show a true and fair view of the financial affairs of the Organisation as at 31 December 2015;
2. A record has been kept of all monies paid by, or collected from members and all monies so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of the Organisation;
3. Before any expenditure was incurred approval of the incurring of the expenditure was obtained in accordance with the rules of the Organisation;
4. With regard to funds of the organisation raised by compulsory levies or contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated;
5. All loans or other financial benefits granted to persons holding office in the Organisation were authorised in accordance with the rules and are disclosed in the attached financial statements;
6. The register of members of the organisation was maintained in accordance with the Act.



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**COLIN WALLER**  
Honorary Secretary / Treasurer

10 August 2016


**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**STATEMENT BY THE COMMITTEE OF MANAGEMENT**

On the date below, the Committee of Management of Australian Hotels Association passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 December 2015:

The Committee of Management declares in relation to the GPFR that in its opinion:

- a) The financial statement and notes complies with the reporting guidelines of the General Manager, Fair Work Commission;
- b) The financial statements and notes presents a true and fair view of the financial position and cash flows of Australian Hotels Association as at 31 December 2015 and its performance for the year ended on that date in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements in Australia and the requirements of the *Fair Work (Registered Organisations) Act and Regulations 2009*.
- c) At the date of this statement, there are reasonable grounds to believe that Australian Hotels Association will be able to pay its debts as and when they fall due;
- d) During the financial year to which the GPFR relates and since the end of that year:
  - i. Meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned;
  - ii. The financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned;
  - iii. The financial records of the reporting unit have been kept and maintained in accordance with the *Fair Work (Registered Organisations) Act and Regulations 2009*.
  - iv. The financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation;
  - v. Any information sought in a request by a member of the reporting unit or the General Manager, Fair Work Commission duly made under section 272 of the *Fair Work (Registered Organisations) Act and Regulations 2009* during the period has been furnished accordingly; and
  - vi. No orders for inspection of financial records have been made by the Fair Work Commission under section 273 of the *Fair Work (Registered Organisations) Act 2009* during the period.
  - vii. No revenue has been derived from undertaking recovery of wages activity during the reporting period.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:

  
**PETER BURNETT**  
National President

  
**COLIN WALLER**  
National Secretary/Treasurer

10 August 2016

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**OPERATING REPORT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2015**

This operating report covers the results of those activities that were provided for the financial year ended 31 December 2015.

**PRINCIPAL ACTIVITIES**

The principal activities of the Association, as conducted through the council and the executive board during the past year fell into the following categories:

- Provision of industrial support to members including advice on legal and legislative matters, contractual obligations and representation of state members. Administration of Federal awards, the variation of awards following major test cases.
- Media and communications to members and to the broader community via media releases in support of campaigns, targeted publications including national magazines.
- Provision of information for members providing up to date material relevant to hotels.
- Organisation of events to members such as Awards for Excellence, National Convention, charity fundraising etc. in order to recognise their achievements and contribution to the community.

**FINANCIAL ACTIVITIES**

Three government projects were completed during the year.

**SIGNIFICANT CHANGES**

- The Association resources are currently being used to form a Tourism Accommodation Australia division as a separate operation to lobby for accommodation members only.
- There were no other significant changes during the year.

**MANNER OF RESIGNATION**

Members may resign from the Association in accordance with rule 32, which reads as follows:

- 1) A member of the Association may resign from membership by written notice addressed and delivered to the Branch Secretary of the Branch of which he is a member.
- 2) A notice of resignation from membership of the Association takes effect:
  - a) Where the member ceases to be eligible to become a member of the Association:
    - i) On the day on which notice is received by the Association ;or
    - ii) On the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member; Whichever is later; or
  - b) In any other case:
    - i) At the end of two (2) weeks after the notice is received by the Association; or
    - ii) On the day specified in the notice;
    - iii) whichever is later
- 3) Any dues payable but not paid by a former member of the Association, in relation to a period before the member's resignation from the Association took effect, may be sued for and recovered in the name of the Association in a court of competent jurisdiction, as a debt due to the Association.
- 4) A notice delivered to the person mentioned in subrule (1) shall be taken to have been received by the Association when it was delivered.
- 5) A notice of resignation that has been received by the Association is not invalid because it was not addressed and delivered in accordance with subrule (1).
- 6) A resignation from membership of the Association is valid even if it is not affected in accordance with the rule if the member is informed in writing by or on behalf of the Association that the resignation has been accepted.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY  
OPERATING REPORT  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2015**

**TRUSTEE OR DIRECTOR OF TRUSTEE COMPANY OF SUPERANNUATION ENTITY OR EXEMPT PUBLIC SECTOR SUPERANNUATION SCHEME**

Mr Mark Robertson (who is an executive member) is also director of Hostplus Superannuation Industry Fund representing the National Body.

**NUMBER OF MEMBERS**

The number of persons who, at the end of the reporting period, were recorded on the Register of Members of the Association was 5,111.

**NUMBER OF EMPLOYEES**

The number of persons who were, at the end of the reporting period, employees of the Association comprised of 2 full time and 1 part time staff.

**MEMBERS OF COMMITTEE OF MANAGEMENT**

The persons who held office as members of the Committee of Management of the Association during the reporting period are:

Peter Burnett	– President (full year)
Colin Waller	– Secretary / Treasurer (full year)
Scott Leach	– Senior Vice President (full year)
Nigel Greenaway	– President Accommodation Division (resigned 2/11/15)
Robert Dawson	– President Accommodation Division (appointed 2/11/15)
Paul Jubb	-- Vice President (full year)



**COLIN WALLER**  
National Secretary/Treasurer

10 August 2016

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

	NOTE	2015 \$	2014 \$
<b>Revenues</b>			
Membership subscription	2	-	-
Affiliation fees	2	2,400	2,400
Capitation fees	2	799,904	799,949
Interest income	2	12,553	15,591
Other income	2	1,546,495	1,752,542
		<u>2,361,352</u>	<u>2,570,482</u>
<b>Expenses</b>			
Accommodation divisional survey and operational costs		(335,932)	(566,082)
Employee benefits expense	3(a)	(388,017)	(433,654)
Depreciation expense		(34,754)	(34,260)
Consultancy expense		(118,453)	(630,875)
Legal expenses	3(c)	(73,650)	(952)
Marketing and convention expense		(172,235)	(172,014)
Executive and Council conferences and meetings		(57,525)	(5,183)
Travel expenses		(73,231)	(103,239)
Bank charges and finance costs		(2,003)	(1,721)
Administration expenses	3(b)	(1,024,878)	(567,707)
		<u>2,280,678</u>	<u>2,515,687</u>
Current year surplus/(deficit) before income tax expense		80,674	54,795
Income tax expense	1(a)	-	-
Net current year surplus		<u>80,674</u>	<u>54,795</u>
<b>Other comprehensive income</b>			
Revaluation of buildings		-	-
Total comprehensive income attributable to the members		<u>80,674</u>	<u>54,795</u>

The accompanying notes form part of the financial statements

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**BALANCE SHEET**  
**AS AT 31 DECEMBER 2015**

	NOTE	2015 \$	2014 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	669,139	695,769
Accounts receivable and other debtors	6	508,074	250,333
Other current assets	7	5,745	35,798
<b>TOTAL CURRENT ASSETS</b>		<u>1,182,958</u>	<u>981,800</u>
<b>NON-CURRENT ASSETS</b>			
Financial assets	8	779	779
Property, plant and equipment	9	1,353,130	1,385,251
<b>TOTAL NON-CURRENT ASSETS</b>		<u>1,353,909</u>	<u>1,386,030</u>
<b>TOTAL ASSETS</b>		<u>2,536,867</u>	<u>2,367,930</u>
<b>CURRENT LIABILITIES</b>			
Accounts payable and other payables	10	769,575	681,312
<b>TOTAL CURRENT LIABILITIES</b>		<u>769,575</u>	<u>681,312</u>
<b>TOTAL NON-CURRENT LIABILITIES</b>		-	-
<b>TOTAL LIABILITIES</b>		<u>769,575</u>	<u>681,312</u>
<b>NET ASSETS</b>		<u>1,767,292</u>	<u>1,686,618</u>
<b>EQUITY</b>			
Reserves		885,378	885,378
Retained surplus		881,914	801,240
<b>TOTAL EQUITY</b>		<u>1,767,292</u>	<u>1,686,618</u>

The accompanying notes form part of these financial statements



**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

	Asset revaluation reserve	Retained surplus	Total
<b>Balance at 1 January 2014</b>	<b>885,378</b>	<b>746,445</b>	<b>1,632,823</b>
Net surplus attributable to members of the entity	-	54,795	54,795
Revaluation of Buildings	-	-	-
<b>Balance at 31 December 2014</b>	<b>885,378</b>	<b>801,240</b>	<b>1,686,618</b>
Revaluation of buildings	-	-	-
Net surplus/(deficit) attributable to members of the entity	-	80,674	80,674
<b>Balance at 31 December 2015</b>	<b>885,378</b>	<b>881,914</b>	<b>1,767,292</b>

The accompanying notes form part of these financial statements

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

	NOTE	2015 \$	2014 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from capitation fees	12a	624,793	786,888
Receipts from promotional and sundry activities		1,709,370	1,479,190
Interest received		12,553	15,591
Dividends received		62	84
Receipts from Government grants		93,210	556,394
Payments to employees and for promotional and other expenses		(2,463,722)	(2,873,403)
<b>Net cash provided by operating activities</b>	<b>12</b>	<u>(23,734)</u>	<u>(35,256)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payment for property, plant and equipment		(2,896)	-
<b>Net cash (used in) investing activities</b>	<b>12</b>	<u>(2,896)</u>	<u>-</u>
Net increase in cash held		(26,630)	(35,256)
Cash and cash equivalents at beginning of financial year		695,769	731,025
Cash and cash equivalents at end of financial year	<b>5</b>	<u>669,139</u>	<u>695,769</u>

The accompanying notes form part of these financial statements

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of preparation**

The financial statements are general purpose financial statements that has been prepared in accordance with Australian Accounting Standards (including Australian Accounting Interpretations), requirements of *the Associations Incorporations Act 1991 (ACT)* and the *Fair Work (Registered Organisations) Act 2009*. The association is a non-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions to which they apply. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The amounts presented in the financial statements have been rounded to the nearest dollar. The financial statements were authorised for issue on 12 May 2016 by the members of the committee.

**(a) Income tax**

The Association is exempt from income tax under Section 50-15 of the *Income Tax Assessment Act 1997*.

**(b) Property, plant and equipment**

Each class of property, plant and equipment is carried at cost of fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

**Freehold property**

Freehold land and buildings are shown at their fair value based on periodic valuations by external independent valuers, less subsequent depreciation for buildings. Increases in the carrying amount arising on the revaluation of land and buildings are recognised in other comprehensive income and accumulated in the revaluation surplus in equity. Revaluation decreases that offset previous increases of the same class shall be recognised in other comprehensive income under the heading of revaluation surplus. All other decreases are recognised in profit or loss. As the revalued buildings are depreciated, the difference between depreciation recognised in the statement of comprehensive income, which is based on the revalued carrying amount of the asset and the depreciation based on the asset's original cost, is transferred from the revaluation surplus to retained earnings. Any accumulated depreciation at the date of the revaluation is eliminated against the gross carrying amount of the net amount is restated to the revalued amount of the asset. The valuation has taken into account the requirements of AASB 116 which defines 'fair value' and the concepts of 'market value'. The date of the valuation was 31 December 2013 and the property was inspected on 8 December 2013.

**Plant and equipment**

Plant and equipment is measured on the cost basis and is therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than its estimated recoverable amount, the carrying amount is written down immediately to its estimated recoverable amount.

**Depreciation**

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, are depreciated on a straight line basis over the asset's useful life commencing from the time the asset is available for use. The depreciation rates used for each class of depreciable asset are:

<b>Class of fixed asset</b>	<b>Depreciation rate</b>
Buildings	2.5% - 10%
Office equipment	10% - 27%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period. Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation relating to that asset are transferred to retained earnings.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT)**

**(c) Leases**

Leases of property, plant and equipment, where substantially all the risks and benefits incidental to the ownership of the asset (but not the legal ownership) are transferred to the association are classified as finance leases. Finance leases are capitalised recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values.

Leased assets are depreciated on a straight line basis over their estimated useful lives where it is likely that the association will obtain ownership of the asset or ownership of the term of the lease. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are recognised as expenses on a straight-line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

**(d) Financial instruments**

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the association commits itself to either purchase or sell the asset (i.e. trade date accounting is adopted). Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to the profit and loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or cost. Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest rate method.

The effective interest rate method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) over the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying amount with a consequential recognition of income or expense in profit or loss. The association does not designate any interest in subsidiaries, associates or joint ventures entities as being subject to the requirements of Accounting Standards specifically applicable to financial instruments.

**(i) Financial assets at fair value through profit or loss**

Financial assets are classified at fair value through profit or loss when they are held for trading purpose of short term profit taking, where they are derivatives not held for hedging purposes, or designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in fair value (i.e. gains and losses) recognised included in profit and loss.

**(ii) Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measure at amortised cost using the effective interest rate method. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT)**

**(d) Financial instruments (cont)**

*(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity. They are subsequently measured at amortised cost using the effective interest rate method. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

*(iv) Available-for-sale financial assets*

Available-for-sale financial assets are non-derivative assets that are either not capable of being classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses and foreign exchange gains and losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss. Available-for-sale financial assets are classified as non-current assets when they are expected to be sold within twelve months after the end of the reporting period. All other available-for-sale financial assets are classified as current assets.

*(v) Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

**Impairment**

At the end of each reporting period, the association assesses whether there is objective evidence that a financial instrument has been impaired. A financial asset or a group of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") that has occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale assets carried at amortised cost, loss events may include indications that the debtors or a group of debtors is experiencing significant financial difficulty, default or delinquency in interest or principal payments, indications that they will enter bankruptcy or other financial reorganisation and changes in arrears or economic conditions that correlate with defaults. For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if the management establishes that the carrying amount cannot be recovered by any means, at the point of writing off amounts are charged to the allowance account or the carrying amount of impaired financial asset is reduced directly if no impairment amount was previously recognised in the allowance accounts.

When the terms of financial assets that would otherwise have been past due or impaired have been renegotiated, the association recognised the impairment for such financial assets by taking into account the original terms as if the terms have not been renegotiated so that the loss events that have occurred are duly considered.

**Derecognition**

Financial assets are derecognised where the contractual right to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expire. The difference between carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed is recognised in profit or loss.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT)**

**(e) Impairment of assets**

At the end of each reporting period, the association assesses whether there is any indication that an asset may be impaired. The assessment will consider both external and internal sources of information. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of that asset, being the higher of the asset's fair value less costs to sell and its value-in-use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is immediately recognised in the profit or loss.

Where it is not possible to estimate the recoverable amount of an individual asset, the association estimates the recoverable amount of the cash-generating unit to which the asset belongs. Where an impairment loss on a revalued asset is identified, this is recognised against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for the class of asset.

**(f) Employee benefits**

Provision is made of the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy vesting requirements. Those cash outflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

**(g) Cash and cash equivalents**

Cash and cash equivalents include cash on hand; deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the statement of financial position.

**(h) Accounts receivable and other debtors**

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from customers for goods sold in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Accounts receivable are initially recognised at fair value and subsequently measured at amortised cost using the effective interest rate method, less any provision for impairment.

**(i) Revenue and other income**

Revenue from the rendering of a service is recognised upon the delivery of the service to the customer.

Revenue (capitation fees and levies) from the state branches is recognised on a straight line basis over the financial year.

Sponsorships revenue is recognised upon the execution of the contracts with the corporate sponsors and in accordance with the terms and conditions of the sponsorship contracts.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

All revenue is stated net of the amount of goods and services tax (GST).

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT)**

**(j) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated as inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

**(k) Comparative figures**

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

Where the association has retrospectively applied an accounting policy, made a retrospective restatement or reclassified items in its financial statements, an additional statement of financial position as at the beginning of the earliest comparative period will be disclosed.

**(l) Accounts payable and other payables**

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

**(m) Provisions**

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**(n) Critical accounting estimates and judgments**

The association evaluates estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the organisation.

**(i) Impairment - general**

The association assesses impairment at the end of each reporting period by evaluation of conditions and events specific to the association that may be indicative of impairment triggers. Recoverable amounts or relevant assets are reassessed, using value-in-use calculations, which incorporate various key assumptions.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT)**

**(o) New standards and interpretations issued but not yet effective**

At the date of this financial report the following standards and interpretations, which may impact the entity in the period of initial application, have been issued but are not yet effective:

Reference	Title	Summary	Application date (financial years beginning)	Expected Impact
AASB 1057	<i>Application of Australian Accounting Standards</i>	The AASB moved application paragraphs in all Australian Accounting Standards to this new standard, in order to maintain consistency with the layout of IFRS standards.	1 January 2016	No expected impact
AASB 2014-4	<i>Amendments to Australian Accounting Standards – Clarification of Acceptable Methods of Depreciation and Amortisation</i>	This Standard amends AASB 116 and AASB 138 to establish the principle for the basis of depreciation and amortisation as being the expected pattern of consumption of the future economic benefits of an asset, and to clarify that revenue is generally presumed to be an inappropriate basis for that purpose.	1 January 2016	Minimal impact
AASB 2015-1	<i>Amendments to Australian Accounting Standards – Annual Improvements to Australian Accounting Standards 2012-2014 Cycle</i>	The Standard makes amendments to various Australian Accounting Standards arising from the IASB's Annual Improvements process, and editorial corrections.	1 January 2016	No expected impact
AASB 2015-2	<i>Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101</i>	The Standard makes amendments to AASB 101 <i>Presentation of Financial Statements</i> arising from the IASB's Disclosure Initiative project.	1 January 2016	Disclosures Only
AASB 2015-6	<i>Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities</i>	The amendments specify consistent related party disclosure requirements for the Australian Government, State Governments, local councils and other not-for-profit public sector entities.	1 July 2016	Disclosures Only
AASB 2014-5	<i>Amendments to Australian Accounting Standards arising from AASB 15</i>	Consequential amendments arising from the issuance of AASB 15.	1 January 2017	No impact on client



**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT)**

**(o) New standards and interpretations issued but not yet effective (Cont)**

At the date of this financial report the following standards and interpretations, which may impact the entity in the period of initial application, have been issued but are not yet effective:

AASB 2015-7	<i>Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities</i>	This amendment relieves not-for-profit public sector entities from certain disclosures about the fair value measurements of property, plant and equipment. The relief exempts them from disclosures of quantitative information about significant unobservable inputs used in fair value measurements, sensitivity of certain fair value measurements to changes in unobservable inputs, etc.	1 July 2016	Disclosures Only
AASB 9	<i>Financial Instruments</i>	This Standard supersedes both AASB 9 (December 2010) and AASB 9 (December 2009) when applied. It introduces a “fair value through other comprehensive income” category for debt instruments, contains requirements for impairment of financial assets, etc.	1 January 2018	Minimal Impact
AASB 2014-7	<i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)</i>	Consequential amendments arising from the issuance of AASB 9	1 January 2018	Minimal Impact

	2015 \$	2014 \$
<b>NOTE 2: REVENUE</b>		
<b>Operating activities</b>		
Membership subscription	-	-
Affiliation fees	2,400	2,400
Capitation fees – general levy from states	449,904	449,949
Capitation fees – TAA levy from states	350,000	350,000
Dividends received	62	84
Government grants	113,577	630,875
Interest received	12,553	15,591
Promotional	775,308	776,206
Special project state recovery	381,776	80,259
Rental income	152,494	148,361
Sundry income	123,278	116,838
<b>Total revenue</b>	<b>2,361,352</b>	<b>2,570,482</b>

**2(a) Breakdown of capitation fees – general levy from states**

New South Wales	145,094	145,108
Victoria	112,476	112,487
Queensland	91,105	91,115
South Australia	32,618	32,621
Western Australia	49,489	49,494
Tasmania	10,122	10,124
Australian Capital Territory	4,500	4,500
Northern Territory	4,500	4,500
	<b>449,904</b>	<b>449,949</b>

**2(b) Breakdown of capitation fees – TAA levy from states**

New South Wales	112,875	112,875
Victoria	87,500	87,500
Queensland	70,875	70,875
South Australia	25,375	25,375
Western Australia	38,500	38,500
Tasmania	7,875	7,875
Australian Capital Territory	3,500	3,500
Northern Territory	3,500	3,500
	<b>350,000</b>	<b>350,000</b>

**NOTE 3: EXPENSES**

**3(a) Employee expense**

**Holders of office:**

Wages and salaries	250,967	315,660
Superannuation	30,033	22,214
Leave and other entitlements	9,659	(23,058)
Separation and redundancies	-	-
Other employee expenses	-	-
	<b>290,659</b>	<b>314,816</b>

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

	2015 \$	2014 \$
<b>NOTE 3: EXPENSES (CON'T)</b>		
3(a) Employee expense (Con't)		
<b>Employees other than office holders:</b>		
Wages and salaries	90,666	80,507
Superannuation	8,583	7,957
Leave and other entitlements	(1,891)	30,084
Separation and redundancies	-	-
Other employee expenses	-	-
	<u>97,358</u>	<u>118,839</u>
<b>Total employee expenses</b>	<u>388,017</u>	<u>433,364</u>
3(b) Administration expenses includes:		
Industrial relations expense	36,421	33,652
Accounting expenses	51,208	61,628
Body corporate and outgoings	35,541	35,627
Completion of seminars in relation to LEA project	-	-
Expenses incurred in relation to special project	472,828	80,259
Gaming expenses	2,000	3,273
Insurance expenses	15,817	12,904
Publications expense	17,476	26,578
Operating lease expenses	53,426	51,875
Subscriptions expenses	180,708	163,893
Other expenses*	159,453	97,786
	<u>1,024,878</u>	<u>567,475</u>
 *included in other expenses are:		
Donations:		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	22,486	7,000
	<u>22,486</u>	<u>7,000</u>
3(c) Legal expenses include:		
Litigation	-	-
Other legal matters	73,650	952
	<u>73,650</u>	<u>952</u>

**NOTE 4: AUDITORS' REMUNERATION**

Remuneration of the auditor of the association for:

- auditing the financial statements	17,750	13,185
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No other services were provided by the auditors.

**NOTE 5: CASH AND CASH EQUIVALENTS**

Cash on hand	-	-
Cash at bank	269,138	195,769
Short term investments – term deposits	400,000	500,000
	<u>669,138</u>	<u>695,769</u>

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**NOTE 6: ACCOUNTS RECEIVABLE AND OTHER DEBTORS**

	2015 \$	2014 \$
Net GST refundable	-	-
Trade receivables	508,074	269,083
Less: Provision for doubtful debts	-	(18,750)
	<u>508,074</u>	<u>250,333</u>

**NOTE 7: OTHER CURRENT ASSETS**

Prepayments	5,745	35,798
	<u>5,745</u>	<u>35,698</u>

**NOTE 8: FINANCIAL ASSETS**

**NON-CURRENT**

**Available-for-sale financial assets**

a. Available-for-sale financial assets comprise:

Listed investments, at fair value

- shares in Insurance Australia Group Limited

	779	779
Total available-for-sale financial assets	<u>779</u>	<u>779</u>

**NOTE 9: PROPERTY, PLANT & EQUIPMENT**

Building – 24 Brisbane Avenue, Barton at fair value	1,450,000	1,450,000
Less: accumulated depreciation	(100,193)	(66,795)
	<u>1,349,807</u>	<u>1,383,205</u>
Office equipment – at cost	37,029	34,396
Less: accumulated depreciation	(33,706)	(32,350)
	<u>3,323</u>	<u>2,046</u>
<b>Total property, plant and equipment</b>	<u>1,353,130</u>	<u>1,385,251</u>

**NOTE 9: PROPERTY, PLANT & EQUIPMENT (CONT)**

**Movements in carrying amounts**

Movements in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	Building \$	Office equipment \$	Total \$
<b>Balance at 31 December 2013</b>	1,416,602	2,909	1,419,511
Additions/Revaluation	-	-	-
Depreciation expense	(33,397)	(863)	(34,260)
<b>Balance at 31 December 2014</b>	1,383,205	2,046	1,385,251
Additions		2,633	2,633
Revaluations		-	-
Depreciation expense	(33,398)	(1,356)	(34,754)
<b>Carrying amount at 31 December 2015</b>	<u>1,349,807</u>	<u>3,323</u>	<u>1,353,130</u>

The land and building, being located at Unit 1, 24 Brisbane Avenue, Barton was inspected by Marcus Hon AAPI of CBRE Valuations Pty Limited on 8 December 2013. The valuation of the property as at 31 December 2013 has been determined on a 'market value' basis. This is equivalent to fair value and in accordance with AASB 116, see note 16.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

<b>NOTE 10: ACCOUNTS PAYABLE AND OTHER PAYABLES</b>	<b>NOTE</b>	<b>2015 (\$)</b>	<b>2014 (\$)</b>
<b>Current</b>			
Accounts payable- general		106,616	80,630
Accounts payable – related to legal costs (other matters)	<b>3(c)</b>	48,986	27,081
Accounts payable – related to legal costs (litigation)	<b>3(c)</b>	-	-
Accrued expenditure		56,106	78,604
Other payables		47,465	26,848
Income received in advance		495,609	461,123
Provision for annual leave- holders of office		13,580	3,921
Provision for annual leave- employees other than office holders		1,213	3,105
Provision for long service leave- holders of office		-	-
Provision for long service leave- employees other than office holders		-	-
Provision for separation and redundancies- holders of office		-	-
Provision for separation and redundancies- employee other than holders of office		-	-
Other employee provisions- holders of office		-	-
Other employee provisions- employees other than holders of office		-	-
Separation and redundancy provisions related to holders of office		-	-
Separation and redundancy provisions related to employees (other than holders of office)		-	-
	<b>1(l)</b>	<u>769,575</u>	<u>681,312</u>

**NOTE 11: CAPITAL AND LEASING COMMITMENTS**

**Operating lease commitments**

Non-cancellable operating lease contracted for but not recognised in the financial statements

**Receivables – minimum lease receipts**

Not later than 12 months	136,682	143,851
Later than 12 months but not later than 5 years	-	136,682
	<u>136,682</u>	<u>280,533</u>

The property lease commitment is a non-cancellable operating lease with a five year term, with rent received monthly in advance. Contingent rental provisions within the lease agreement require that the minimum lease receipts shall be increased by the Consumer Price Index.

Non-cancellable operating leases contracted for but not capitalised in the financial statements

**Payables – minimum lease payments**

Not later than 12 months	50,241	52,876
Later than 1 year but not later than 5 years	-	50,241
	<u>50,241</u>	<u>103,117</u>

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

	2015 (\$)	2014 (\$)
<b>NOTE 12: CASH FLOW INFORMATION</b>		
<b>Reconciliation of cash flow from operations with surplus after income tax</b>		
(Deficit)/Surplus after income tax	80,674	54,795
Non-cash flows in profit:		
Depreciation expense	34,754	34,260
Changes in assets and liabilities:		
(Increase)/decrease in fixtures	(2,633)	-
Decrease/(increase) in trade receivables	(257,741)	(95,696)
(Increase)/decrease in prepayments	30,053	13,790
Increase/(decrease) in trade and other payables	46,011	13,666
Increase/(decrease) in income received in advance	34,484	(38,685)
(Decrease)/increase in provisions	7,768	(17,386)
	<u>(26,630)</u>	<u>(35,256)</u>

**Credit stand-by and financing facilities**

The Association has no credit stand-by or financing facilities in place.

**NOTE 12A: RECONCILIATION OF RECEIPTS AND EXPENSES  
FROM REPORTING UNITS - STATES**

**OUTFLOWS**

Amounts paid to the NSW Branch for accounting and TAA CEO service	143,690	70,856
Amounts paid to the ACT Branch for general administration	960	11,364
Amounts paid to the WA Branch for policy support	20,000	-
Total	<u>164,650</u>	<u>82,220</u>

**INFLOWS**

**Breakdown of capitation fees – general levy from states**

New South Wales	145,094	145,094
Victoria	112,476	112,476
Queensland	91,106	91,151
South Australia	32,618	32,618
Western Australia	49,489	49,489
Tasmania	10,123	10,123
Australian Capital Territory	4,499	4,499
Northern Territory	4,499	4,499
	<u>449,904</u>	<u>449,949</u>

**Breakdown of capitation fees – TAA levy from states**

New South Wales	137,940	112,875
Victoria	75,375	87,500
Queensland	86,670	70,875
South Australia	31,030	25,375
Western Australia	47,080	38,500
Tasmania	9,630	7,875
Australian Capital Territory	3,015	3,500
Northern Territory	4,280	3,500
	<u>395,020</u>	<u>350,000</u>

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**NOTE 13: RELATED PARTY TRANSACTIONS**

**(a) Directors' remuneration**

Remuneration received or receivable by all directors of the association

- from the entity or any related party in connection with the management of the association

2015 (\$)	2014 (\$)
35,000	35,000

The names of directors who have held office during the financial year are:

- Paul Jubb
- Colin Waller
- Peter Burnett
- Scott Leach
- Nigel Greenaway
- Robert Dawson

**(b) Key management personnel**

Short term employment benefits

Salary

215,967

252,160

Annual leave accrued

13,580

14,634

Performance bonus

-

-

Total short-term employee benefits

229,547

266,794

Post-employment benefits:

Superannuation

30,033

22,214

Total post-employment benefits

30,033

22,214

Other long-term benefits:

Long-service leave

-

-

Total other long-term benefits

-

-

Termination benefits

-

-

Total

259,580

289,008

**(c) Other related parties**

The Association is the representative body for hotels and other associated hospitality entities in Australia.

Amounts paid to the NSW Branch for accounting and TAA CEO service

143,690

70,856

Amounts paid to the ACT Branch for general administration

960

11,364

Amounts paid to the WA Branch for policy support

20,000

-

Total

164,650

82,220

All State branches receive remuneration for actual expenses incurred and these amounts are disclosed in the relevant expense category of the statement of comprehensive income. Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other persons unless otherwise stated.

**NOTE 14: INFORMATION TO BE PROVIDED TO THE MEMBERS OR GENERAL MANAGER, FAIR WORK COMMISSION**

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 which reads:

(1) A member of a reporting unit, or General Manager, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

(2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

(3) A reporting unit must comply with the application made under subsection (1).

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**NOTE 15: FURTHER DISCLOSURES REQUIRED UNDER S.255 OF THE FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009 (THE RO ACT)**

**Financial support provided to enable the Association to continue as a going concern in accordance to s.254(10):**

Australian Hotels Association – National Body's ability to continue as a going concern is not reliant on the agreed financial support of another reporting unit(s).

**Financial support provided to another reporting unit to ensure they have the ability to continue as a going concern in accordance with s.254(11):**

Australian Hotels Association – National Body has not agreed to provide financial support to ensure another reporting unit(s) has the ability to continue as a going concern.

**Acquisition of an asset or liability during the financial year in accordance with s.254(12):**

Australian Hotels Association – National Body has not acquired an asset or liability during the financial year as a result of:

- a) an amalgamation under Part 2 of Chapter 3, of the RO Act in which the organisation (of which the reporting unit form part) was the amalgamated organisation; or
- b) a restructure of the branches of the organisation; or
- c) a determination by the General Manager under subsection 245(1) of the RO Act of an alternative reporting structure for the organisation; or
- d) a revocation by the General Manager under subsection 249(1) of the RO Act of a certificate issued to an organisation under subsection 245(1).

**Donation or grants received in the financial year in accordance with s.254(14)(d):**

The Australian Hotels Association – National Body has received grants (see note 2) but has not received donations.

**Financial support received from another reporting unit in accordance with s.254(14)(e):**

The Australian Hotels Association – National Body has not received any financial support from another reporting unit of the organisation during the financial year.

**Expenses incurred as consideration for employers making payroll deductions of membership subscriptions in accordance with s.254(16)(a):**

The Australian Hotels Association – National Body did not incur any expenses as consideration for employers making payroll deductions of membership subscriptions.

**Capitation fees paid in accordance with s.254(16)(b):**

The Australian Hotels Association – National Body is not required to pay and did not pay capitation fees to another reporting unit of the organisation.

**Fees and periodic subscriptions paid in accordance with s.254(16)(c):**

The Australian Hotels Association – National Body has not paid fees and periodic subscriptions in respect of its affiliation to any political party, any federation, congress, council or group of organisations, or any international body having an interest in industrial matters during the financial year.

**Compulsory levies imposed in accordance with s.254(16)(d):**

No compulsory levies were imposed on the Australian Hotels Association – National Body during the financial year.

**Grants or donations paid in accordance with s.254(16)(e):**

No grants were paid during the financial year. See note 3(b) for donations.

**Fees or allowances paid to persons to attend a conferences or other meeting as a representative of the reporting unit in accordance with s.254(16)(h):**

Australian Hotels Association – National Body provided \$13,160 of allowances and subsistence during the financial year to attend meetings.



**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**NOTE 15: FURTHER DISCLOSURES REQUIRED UNDER S.255 OF THE *FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009* (THE RO ACT)**

**Penalties imposed under the RO Act in accordance with s.254(16)(k):**

No penalties were imposed on Australian Hotels Association – National Body under the RO Act with respect to conduct of the Association.

**Receivable or payable with another reporting unit in accordance with s.254(18):**

There are no items disclosed on face of the statement of financial position as receivable or other right to receive cash or payable or other financial liability derived as a result of one or more transactions and/or other past events with another reporting unit of the organisation.

**Payables to employers as consideration for the employers making payroll deductions of membership subscriptions in accordance with s.254(20)(a):**

There were no instances of payables of this nature as at year end. As such, s.254(22)(b) is non-applicable.

**Name and balance of each fund or account in respect to compulsory levies or voluntary contributions in accordance with s.254(22)(c):**

Australian Hotels Association – National Body did not operate any funds or accounts in respect of compulsory levies raised by the Association or voluntary contributions collected from members of the reporting unit during the financial year.

**Details of any transfer or withdrawals to a fund, account or controlled entity in accordance with s.254(22)(d):**

Australian Hotels Association – National Body has made no transfer(s) and/or withdrawal(s) to a fund, account or controlled entity, when any of these are kept for a specific purpose(s) by the reporting unit during the financial year.

**Details of any transfer or withdrawals to a fund, account or controlled entity in accordance with s.254(24):**

No other reporting unit and/or controlled entity of the organisation was the source of a cash inflow or the application of a cash outflow during the financial year.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**NOTE 16: FINANCIAL RISK MANAGEMENT**

The association's financial instruments consist mainly of deposits with bank, short term investments, and investments in listed shares, receivables and payables.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

		2015 (\$)	2014 (\$)
<b>Financial assets</b>			
Cash and cash equivalents	5	669,138	695,769
Accounts receivable and other debtors		508,074	250,333
Available-for-sale financial assets			
- Shares in listed companies	8	779	779
		<u>1,177,991</u>	<u>946,881</u>
<b>Financial liabilities</b>			
Financial liabilities at amortised cost			
- Accounts payable and other payables	10	769,575	681,312

**Financial risk management policies**

The association's Treasurer is responsible for, among other issues, monitoring and managing financial risk exposures of the association. The Treasurer monitors the association's transactions and reviews the effectiveness of controls relating to credit risk, financial risk and interest rate risk. Discussions on monitoring and managing financial risk exposures are held bi-monthly and minuted by the committee of management.

The Treasurer's overall risk management strategy seeks to ensure that the association meets its financial targets, whilst minimising potential adverse effects of cash flow shortfalls.

**Specific financial risk exposures and management**

The main risks the entity is exposed to through its financial instruments are interest rate risk, liquidity risk and credit risk. There have been no substantive changes in the types of risks the association is exposed to, how these risks arise, or the association's objectives, policies and processes for managing or measuring the risks from the previous period.

**Credit risk**

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contractual obligations that could lead to a financial loss to the association. Credit risk is managed through maintaining procedures (such as the utilisation of systems for the approval, granting and removal of credit limits, regular monitoring of exposure against such limits and monitoring of the financial stability of significant customers and counterparties) ensuring, to the extent possible, that members and counterparties to transactions are of sound credit-worthiness. Risk is also minimised through investing surplus funds in financial institutions that maintains a high credit rating or in entities that the committee has otherwise assessed as being financially sound.

*Credit risk exposures*

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period is equivalent to the carrying amount and classification of those financial assets (net of any provisions) as presented in the statement of financial position. There is no collateral held by the association securing trade and other receivables. Accounts receivable and other debtors that are neither past due nor impaired are considered to be high credit quality. The association has no significant concentrations of credit risk with any single counterparty or group of counterparties.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**NOTE 16: FINANCIAL RISK MANAGEMENT (CONT)**

**Liquidity risk**

Liquidity risk arises from the possibility that the association might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The association manages its risk through the following mechanisms:

- preparing forward-looking cash flow analysis in relation to its operational, investing and financing activities
- only investing surplus cash with major financial institutions

The table below reflects an undiscounted contractual maturity analysis for non-derivative financial liabilities. The association does not hold directly any derivative financial liabilities.

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

**Financial liability and financial asset maturity analysis**

	Within 1 year		1 to 5 years		Over 5 years		Total	
	2015	2014	2015	2014	2015	2014	2015	2014
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Financial liabilities due for payment</b>								
Accounts payable and other payables (excluding annual leave)	259,173	213,164	-	-	-	-	259,173	213,164
<b>Total expected outflows</b>	<b>259,173</b>	<b>213,164</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>259,173</b>	<b>213,164</b>
<b>Financial assets – cash flows realisable</b>								
Cash and cash equivalents	669,138	695,769	-	-	-	-	669,138	695,769
Accounts receivable and other debtors	508,074	250,333	-	-	-	-	508,074	250,333
Available-for-sale investments	779	779	-	-	-	-	779	779
Total anticipated inflows	1,177,991	946,881	-	-	-	-	1,177,991	946,881
<b>Net (outflow)/inflow on financial instruments</b>	<b>918,818</b>	<b>733,717</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>918,818</b>	<b>733,717</b>

**Net fair values**

*Fair value estimation*

The fair values of financial assets and financial liabilities are presented in the following table and can be compared to their carrying values as presented in the balance sheet. Fair values are those amounts at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Fair values derived may be based on information that is estimated or subject to judgment, where changes in assumptions may have a material impact on the amounts estimated. Areas of judgment and the assumptions have been detailed below. Where possible, valuation information used to calculate fair value is extracted from the market, with more reliable information available from markets that are actively traded. In this regard, fair values for listed securities are obtained from quoted market bid prices.

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

**NOTE 16: FINANCIAL RISK MANAGEMENT (CONT)**

		2015		2014	
	Footnote	Net carrying value \$	Net fair value \$	Net carrying value \$	Net fair value \$
<b>Financial assets</b>					
Cash and cash equivalents	(i)	669,138	669,138	695,796	695,796
Accounts receivable and other debtors	(i)	508,074	508,074	250,333	250,333
Available-for-sale financial assets – in listed share investments	(ii)	779	779	779	779
<b>Total financial assets</b>		<b>1,177,991</b>	<b>1,177,991</b>	<b>946,908</b>	<b>946,908</b>
<b>Financial liabilities</b>					
Accounts payable and other payables	(i)	769,575	769,575	681,312	681,312
<b>Total financial liabilities</b>		<b>769,575</b>	<b>769,575</b>	<b>681,312</b>	<b>681,312</b>

The fair values disclosed in the above table have been determined based on the following methodologies:

- (i) Cash and cash equivalents, accounts receivable and other debtors and accounts payable and other payables are short-term instruments in nature whose carrying value is equivalent to fair value. Accounts payable and other payables exclude amounts relating to the provision for annual leave, which is outside the scope of AASB 139.
- (ii) For listed available-for-sale and held-for-trading financial assets, closing quoted bid prices at reporting date are used.

**Fair Value Measurements**

The following table provides an analysis of assets and liabilities that are measured at fair value. The different levels of the fair value hierarchy are defined below:

Level 1: Quote prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at measurements date.

Level 2: Inputs other than quoted prices included within level 1 that are observable for assets or liabilities, either directly or indirectly.

Level 3: Unobservable inputs for the asset or liability.

Non-financial assets	Fair value measurements at the end of the reporting period			For levels 2 & 3 fair value measurement	
	2015	2014	Category	Valuation Technique <sup>1</sup>	Inputs used
Property, plant & equipment	1,353,130	1,385,251	Level 2	Market approach	Market data & Sales Comparisons.

1) No change in valuation technique occurred during the period

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

*Sensitivity analysis*

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

	<b>Financial assets</b>	
	<b>Profit</b>	<b>Equity</b>
	<b>\$</b>	<b>\$</b>
<b>Year ended 31 December 2015</b>		
+/- 1% in interest rates	4,000	4,000
+/- 10% in listed investments	78	78
<b>Year ended 31 December 2014</b>		
+/- 1% in interest rates	5,000	5,000
+/- 10% in listed investments	78	78

No sensitivity analysis has been performed on foreign exchange risk as the association has no significant exposure to currency risk.

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

**NOTE 17: CONTINGENT LIABILITIES**

There are no contingent liabilities as at year end.

**NOTE 18: ASSOCIATION DETAILS**

The registered office and principal place of business of the association is:  
 Australian Hotels Association  
 24 Brisbane Avenue  
 BARTON ACT 2600

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

# AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY

## INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31 December 2015

	2015 \$	2014 \$
<b>Revenue</b>		
Affiliation fees	2,400	2,400
Capitation fees	799,904	799,949
Dividends received	62	84
Advertising income	-	7,386
Interest received	12,553	15,591
Income received from special project	381,776	80,259
Income received from government grants	113,577	630,875
Income received from national marketing and convention	898,586	885,577
Rental received from 24 Brisbane Avenue, Barton	152,494	148,361
<b>Total revenue</b>	<u>2,361,352</u>	<u>2,570,482</u>
<b>Expenditure</b>		
ACT Branch management fees	960	11,365
Annual Leave/LSL expense	7,768	7,026
Accommodation divisional survey and operational costs	335,932	566,082
Audit and accounting fees	68,959	74,814
Bank charges	2,003	1,721
Body corporate and outgoings	35,542	35,627
CEO LAFH Allowance	36,036	35,758
Consultancy expenses	118,453	630,875
Depreciation expense	34,754	34,260
Doubtful debts	-	15,218
Expenses incurred for the special project	472,829	80,259
Expenses incurred for the marketing convention	172,235	172,014
Executive and Council conference and meetings	57,525	5,183
Fringe benefits tax	3,000	(7,534)
Gaming expenses	2,000	3,273
Insurance expense	15,818	12,904
Industrial relations expense	36,422	33,652
Leasing of office premises	53,427	51,875
Legal expenses	73,650	952
Light and power	1,343	1,825
Media, training and monitoring	-	317
Office administrative expenses	7,699	8,531
Postage and freight	623	1,939
President's remuneration	25,000	25,000
Political events	31,295	16,592
Printing and stationery	4,385	7,195
Publications expense	17,476	26,578
Representations	42,591	7,146
Salaries, benefits and on-costs	330,751	363,128
Secretary/Treasurer's remuneration	10,000	10,000
Staff Recruiting	263	255
Subscriptions expense	190,708	163,893
Telephone expense	18,000	14,725
Travel expenses	73,231	103,239
<b>Total expenditure</b>	<u>2,280,678</u>	<u>2,515,687</u>
<b>Surplus/(Deficit) for the year</b>	<u>80,674</u>	<u>54,795</u>

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**

**INCOME AND EXPENDITURE STATEMENT**

**SUPPORTING SCHEDULES**

**FOR THE YEAR ENDED 31 December 2015**

	<b>2015</b>	<b>2014</b>
	<b>\$</b>	<b>\$</b>
<b>National marketing and convention</b>		
<b>Revenue</b>		
Corporate sponsorship	775,308	776,206
Delegate registration	-	-
National awards for excellence sponsorship income	123,278	109,371
<b>Total revenue</b>	<u>898,586</u>	<u>885,577</u>
<b>Expenditure</b>		
Audio-visual and slide production	42,804	44,799
Consultancy expense	-	-
Entertainment, theming and production	38,182	19,493
Equipment hire	-	-
Food, beverages, golf and theme parks	26,616	32,200
National awards for excellence	21,008	23,803
Printing and stationery	1,725	5,058
Spring carnival	26,772	43,897
Travel, accommodation and consultants	15,128	2,764
VIP events	-	-
VIP gifts	-	-
<b>Total expenditure</b>	<u>172,235</u>	<u>172,014</u>
<b>Surplus for the year</b>	<u>726,351</u>	<u>713,563</u>



**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**  
**INCOME AND EXPENDITURE STATEMENT**  
**SUPPORTING SCHEDULES**  
**FOR THE YEAR ENDED 31 December 2015**

	2015 \$	2014 \$
<b>LEA projects</b>		
<b>Revenue</b>		
Grants income received	-	-
<b>Total revenue</b>	-	-
<b>Expenditure</b>		
Completion of seminars	-	-
<b>Total expenditure</b>	-	-
<b>Deficit for the year</b>	-	-

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**

**INCOME AND EXPENDITURE STATEMENT**

**SUPPORTING SCHEDULES**

**FOR THE YEAR ENDED 31 December 2015**

	<b>2015</b>	<b>2014</b>
	<b>\$</b>	<b>\$</b>
<b>HEEIP project</b>		
<b>Revenue</b>		
Grants received	113,577	37,356
<b>Total revenue</b>	<u>113,577</u>	<u>37,356</u>
<b>Expenditure</b>		
Consultancy fees	118,453	37,356
<b>Total expenditure</b>	<u>118,453</u>	<u>37,356</u>
<b>Surplus for the year</b>	<u>(4,876)</u>	<u>-</u>

**AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**

**INCOME AND EXPENDITURE STATEMENT**

**SUPPORTING SCHEDULES**

**FOR THE YEAR ENDED 31 December 2015**

	<b>2015</b>	<b>2014</b>
	<b>\$</b>	<b>\$</b>
<b>WORK FORCE project</b>		
<b>Revenue</b>		
Grant income	-	593,519
<b>Total revenue</b>	-	593,519
<b>Expenditure</b>		
Consultancy fees	-	593,519
<b>Total expenditure</b>	-	593,519
<b>Surplus / (deficit) for the year</b>	-	-

## Australian Hotels Association

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

### CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER<sup>1</sup>

Certificate for the period ended 31 December 2015

I *Colin Waller* of the *Australian Hotels Association* certify:

- that the documents lodged herewith are copies of the full report for the *Australian Hotels Association* for the period ended 31 December 2015 referred to in s.268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report<sup>2</sup> was provided to members of the reporting unit on 25 May 2016; and
- that the full report was presented to a general meeting of members<sup>3</sup> of the reporting unit on 10 August 2016 in accordance with s.266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature of prescribed designated officer: 

Name of prescribed designated officer: COLIN WALLER

Title of prescribed designated officer: SECRETARY / TREASURER

Dated: 10 August 2016

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<sup>1</sup> Regulation 162 of the *Fair Work (Registered Organisations) Regulations 2009* defines a 'prescribed designated officer' of a reporting unit for the purposes of s.268(c) as:

(a) the secretary; or

(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

<sup>2</sup> Adjust certificate as appropriate to reflect the facts.

<sup>3</sup> Adjust certificate as appropriate to reflect the facts.

**RSM Australia Pty Ltd**

Equinox Building 4, Level 2, 70 Kent Street Deakin ACT 2600

GPO Box 200 Canberra ACT 2601

T +61(0) 2 6217 0300

F +61(0) 2 6217 0401

[www.rsm.com.au](http://www.rsm.com.au)

## **INDEPENDENT AUDITOR'S REPORT**

### **TO THE MEMBERS OF**

### **AUSTRALIAN HOTELS ASSOCIATION – NATIONAL BODY**

We have audited the accompanying financial report of the Australian Hotels Association – National Body ("the association"), which comprises the balance sheet as at 31 December 2015, 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 the statement by the Committee of Management.

#### *Committee's Responsibility for the Financial Report*

The Committee is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Associations Incorporation Act 1991 (ACT)* and the *Fair Work (Registered Organisations) Act 2009* and for such internal control as the committee 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*

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit 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 and fair presentation of the financial report 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee of Management, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Independence*

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

## **THE POWER OF BEING UNDERSTOOD**

### **AUDIT | TAX | CONSULTING**

RSM Australia Pty Ltd is a member of the RSM network and trades as RSM. RSM is the trading name used by the members of the RSM network. Each member of the RSM network is an independent accounting and consulting firm which practices in its own right. The RSM network is not itself a separate legal entity. Any jurisdiction.

RSM Australia Pty Ltd ACN 009 321 577 and Billanco Practice Trust ABN 55 114 382 479 trading as RSM

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*Opinion*

In our opinion;

- (a) the financial report presents fairly, in all material respects, the financial position of the Australian Hotels Association – National Body as at 31 December 2015 and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Fair Work (Registered Organisations) Act 2009*; and
- (b) Management's use of the going concern basis of accounting in the preparation of the reporting unit's financial statement is appropriate.

I declare that I am an approved auditor, a member of the Institute of Chartered Accountants in Australia, and hold a current public practice certificate.

**RSM AUSTRALIA PTY LTD**



**RODNEY MILLER**  
Director

Canberra, Australian Capital Territory  
Dated: 10 August 2016

**RSM Australia Pty Ltd**

Equinox Building 4, Level 2, 70 Kent Street Deakin ACT 2600

GPO Box 200 Canberra ACT 2601

T +61(0) 2 6217 0300

F +61(0) 2 6217 0401

[www.rsm.com.au](http://www.rsm.com.au)**AUDITOR'S DISCLAIMER**

The additional financial data presented in the following pages is in accordance with the books and records of the Australian Hotels Association – National Body (AHA) which have been subjected to the auditing procedures applied in our audit of the AHA for the year 31 December 2015. It will be appreciated that our audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and no warranty of accuracy or reliability is given. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person, (other than to the AHA), in respect of such data, including any errors or omissions therein however caused.

**RSM AUSTRALIA PTY LTD****RODNEY MILLER**

Director

Canberra, Australian Capital Territory

Dated: 10 August 2016

**THE POWER OF BEING UNDERSTOOD**  
**AUDIT | TAX | CONSULTING**

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