



18 February 2015

Mr Steve Old  
General Manager, Tasmanian Branch  
Australian Hotels Association

Sent by email: [Steve@australianhotels.asn.au](mailto:Steve@australianhotels.asn.au)

Dear Mr Old,

**Australian Hotels Association, Tasmanian Branch - Financial Report for year ended 30 June 2013 - (FR2013/389)**

I refer to the financial report of the Tasmanian Branch of the Australian Hotels Association for the year ended 30 June 2013. The documents were originally lodged with the Fair Work Commission on 24 January 2014. I also acknowledge receipt of the amended general purpose financial report and amended operating report on 24 December 2014 addressing various of the issues raised in my letter dated 26 May 2014.

I have already advised you of the filing of the subsequent report for the year ended 30 June 2014 which substantially addressed those issues in response to that letter, and in these circumstances I have filed the 2013 report.

In my email dated 9 January 2015 I indicated I would clarify any remaining disclosure requirements for the next report, for the year ended 30 June 2015, and I set these out below.

Activities under Reporting Guidelines not disclosed

The Reporting Guidelines state that if activities described in the relevant items have not occurred in the reporting period, a statement to this effect (or nil balances) must be included in the notes to the GPFR. The following activity was partially<sup>1</sup> but not fully disclosed as prescribed at Note 3 in the amended 2013 report:

1. employee benefits expenses for 'other employees' [RG16(g)]. Item 16(g) of the Reporting Guidelines requires the following expenses to be separately disclosed (i) Wages and salaries; (ii) Superannuation; (iii) Leave and other entitlements.

Disclosure in respect of the following activities was omitted in both the 2013 and 2014 reports:

2. any funds (i.e. funds for special purpose, or other funds as required by the rules, other than the general fund) or accounts, or amounts and balances [ RG23(c) and (d)]<sup>2</sup>;
3. fees and/or allowances (other than employment benefits expenses) paid to *persons* in respect of their attendances as representatives of the reporting unit at conferences or other meetings.

Disclosure in respect of the following activities was included (where required) in the amended 2013 report but omitted in the 2014 report:

- 4 compulsory levy paid to another entity including another reporting unit of the organisation [RG item 16(d)];

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<sup>1</sup> A statement was made in respect of "redundancies and other expenses"

<sup>2</sup> The RG reference numbers are to those contained in the 4th edition of the Reporting Guidelines (i.e. for 2014 onwards)

5. grants paid \$1,000 and less, and >\$1,000 [RG16(e)(i) and (ii)]; and donations paid \$1,000 and less and donations >\$1,000 [RG16(e)(iii) and (iv)];
6. payable (provision) in respect of legal costs (litigation and other) [RG20(b)].

I also draw your attention to Note 4(a) in the 2014 report. The employee benefits expense disclosures appear under the heading "Holders of office", which given the disclosure at Note 11 that the councillors did not receive remuneration, may relate to 'other employees'.

These omissions should be addressed when preparing the financial report for 2015. The Fair Work Commission will confirm these matters have been addressed prior to filing next year's report.

If you have any queries regarding this letter, I may be contacted on (02) 6746 3283 or by email at [stephen.kellett@fwc.gov.au](mailto:stephen.kellett@fwc.gov.au).

Yours sincerely

A handwritten signature in black ink that reads "Stephen Kellett". The signature is written in a cursive style with a long horizontal stroke extending to the right.


Stephen Kellett  
Senior Adviser, Regulatory Compliance Branch

cc. Ms Joanne Doyle, Auditor

**Designated Officer's Certificate or other Authorised Officer***s268 Fair Work (Registered Organisations) Act 2009*

I Paul Jubb being the President of the Tasmanian Branch of the Australian Hotels Association certify:

- that the documents lodged with the Fair Work Commission on 24th December 2014 in respect of the year ended 30 June 2013 are a copy of the full report (as amended), referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the amended full report was provided to members of the reporting unit on and from 24<sup>th</sup> December 2014
- that the amended full report was presented to a meeting of the committee of management on 17<sup>th</sup> March 2015.



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Paul Jubb  
Branch President

Dated: 18 / 03 / 2015

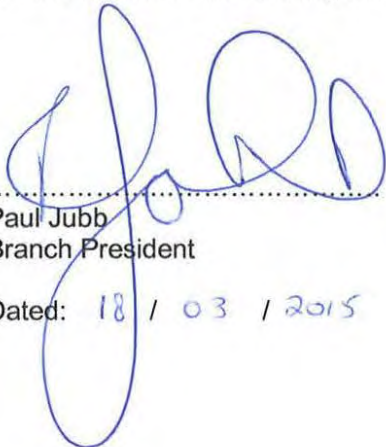
## AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH

### COMMITTEE OF MANAGEMENT STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

On the 17<sup>th</sup> March 2015 the Branch Executive of the Australian Hotel Association Tasmanian Branch passed the following resolution in relation to the amended general purpose financial report (GPRF) for the year ended 30 June 2013:

The Branch Executive of the Association declares that in relation to the amended GPFR that in its opinion:

- a) the financial statements and notes comply with the Australian Accounting Standards;
- b) the financial statements and notes comply with the reporting guidelines of the General Manager of FWA;
- c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the Australian Hotel Association Tasmanian Branch for the financial year to which they relate;
- d) there are reasonable grounds to believe that the Australian Hotel Association Tasmanian Branch will be able to pay its debt as and when they become due and payable;
- e) during the financial year to which the GPFR relates and since the end of that year:
  - i. meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
  - ii. the financial affairs of the Australian Hotel Association Tasmanian Branch have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - iii. the financial records of the Australian Hotel Association Tasmanian Branch have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009; and
  - iv. as far as is practical and reasonable, the financial records of the Australian Hotel Association Tasmanian Branch have been kept in a consistent manner to the other national Hotel Association branches; and
  - v. the information sought in any request of a member of the Australian Hotel Association Tasmanian Branch or the General Manager of FWA duly made under section 272 of the Fair Work (Registered Organisations) Act 2009 has been furnished to the member of the General Manager of FWA; and
  - vi. no orders have been made by the Commission under section 273 of the Fair Work (Registered Organisations) Act 2009;
- f) in relation to the recovery of wages activity, no activity of this nature has been undertaken.



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Paul Jubb  
Branch President

Dated: 18 / 03 / 2015





**Australian Hotels  
Association –  
Tasmanian Branch**

**Financial  
Statements**

**For the year ended  
30 June 2013**



**Wise Lord & Ferguson**  
Chartered Accountants  
*advice to advantage*



**AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30 JUNE 2013**

	Notes	2013 \$	2012 \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>	2	1,255,389	933,736
Depreciation and Amortisation		6,814	7,242
Employee Expense		493,639	444,074
National Affiliation and Capitation Fees		27,237	24,100
Promotions – Awards for Excellence		92,639	96,687
Other Functions		12,022	18,992
Occupancy Costs		20,671	23,928
Loss on Disposals		-	511
Newsletters and Memberships		24,350	22,405
Office and Administration Expenses		32,826	44,106
Vehicle Expenses		42,545	42,489
Accounting and Audit Expenses		29,019	15,865
Postage and Freight Expenses		9,265	10,946
Legal and Consulting Fees		1,648	3,658
Donations/Gifts		6,218	8,824
Bank Fees		2,869	2,181
Training		4,059	2,166
Travel/Meetings		38,552	59,509
Rent		10,784	5,189
Work Force Development Expenses		1,734	20,685
Other Expenses		45,554	33,202
Australian Hospitality Conference		300,553	-
Skills Tasmania Expenses		29,444	-
Gaming Campaign		15,605	42,152
		<hr/> 1,248,047	<hr/> 928,911
<b>PROFIT/(LOSS) FROM OPERATING ACTIVITIES</b>		<hr/> 7,342	<hr/> 4,825
<b>OTHER COMPREHENSIVE INCOME</b>		-	-
<b>TOTAL COMPREHENSIVE INCOME/(LOSS) FOR THE PERIOD</b>		<hr/> <hr/> 7,342	<hr/> <hr/> 4,825

The accompanying notes form part of these financial statements

**AUSTRALIAN HOTELS ASSOCIATION – TASMANIAN BRANCH**

**STATEMENT OF FINACIAL POSITION  
AS AT THE 30 JUNE 2013**

	<b>Notes</b>	<b>2013</b> \$	<b>2012</b> \$
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	5	194,972	22,777
Trade and Other Receivables	6	204,729	148,901
Inventories	7	1,620	2,937
<b>TOTAL CURRENT ASSETS</b>		<b>401,321</b>	<b>174,615</b>
<b>NON-CURRENT ASSETS</b>			
Plant and Equipment	8	15,278	22,092
Loan Tasmanian Hospitality		664,500	735,284
<b>TOTAL NON CURRENT ASSETS</b>		<b>679,778</b>	<b>757,376</b>
<b>TOTAL ASSETS</b>		<b>1,081,099</b>	<b>931,991</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	9	510,727	375,594
Provisions	10	28,004	26,177
<b>TOTAL CURRENT LIABILITIES</b>		<b>538,731</b>	<b>401,771</b>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	10	14,721	9,915
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>14,721</b>	<b>9,915</b>
<b>TOTAL LIABILITIES</b>		<b>553,452</b>	<b>411,686</b>
<b>NET ASSETS</b>		<b>527,647</b>	<b>520,305</b>
<b>MEMBERS FUNDS</b>			
Retained Profits		527,647	520,305
<b>TOTAL MEMBERS FUNDS</b>		<b>527,647</b>	<b>520,305</b>

The accompanying notes form part of these financial statements

**AUSTRALIAN HOTELS ASSOCIATION – TASMANIAN BRANCH**

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2013**

	<b>Retained Profits</b>	<b>Total Members Funds</b>
	\$	\$
Balance as at 30 June 2011	515,480	515,480
Profit/(Loss) for the Period	4,825	4,825
Other Comprehensive Income	-	-
Balance as at 30 June 2012	520,305	520,305
Profit/(Loss) for the period	7,342	7,342
Other Comprehensive Income	-	-
Balance as at 30 June 2013	527,647	527,647

The accompanying notes form part of these financial statements



**AUSTRALIAN HOTELS ASSOCIATION – TASMANIAN BRANCH**

**STATEMENT OF CASHFLOWS  
FOR THE YEAR ENDED 30 JUNE 2013**

	Notes	2013 \$	2012 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from Members		1,341,853	988,052
Payments to Suppliers and Employees		(1,242,312)	(931,509)
Interest Received		1,870	1,836
<b>NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES</b>	11(b)	<u>101,411</u>	<u>58,379</u>
 <b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Payments for Plant and Equipment		-	(10,367)
Loan reduction/(increase) to Tasmanian Hospitality Property Association Inc.		70,784	(33,311)
<b>NET CASH PROVIDED BY/(USED IN) INVESTING ACTIVITIES</b>		<u>70,784</u>	<u>43,678</u>
 Net increase/(decrease) in Cash Held		172,195	14,701
Cash at Beginning of Year		22,777	8,076
Cash at End of Year	11(a)	<u>194,972</u>	<u>22,777</u>

The accompanying notes form part of these financial statements

# AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Statement of Compliance

Australian Hotels Association – Tasmanian Branch (the Association) is an entity incorporated and domiciled in Tasmania. The financial report is a general purpose report, which was prepared in accordance with the requirements of the Fair Work (Registered Organisations) Act 2009. The financial statements are presented in Australian dollars. The registered office and principal place of business is Australian Hotels Association – Tasmanian Branch, 25/93 Salamanca Place, Hobart, Tasmania.

The financial report was authorised for issue by the Committee of Management of Australian Hotels Association – Tasmanian Branch on the date the Committee of Management Certificate was signed.

The operations and principal activities of the entity during the year were to provide benefits and support to members.

The financial report has been prepared in accordance with Accounting Standards (including Australian Accounting Interpretations), other pronouncements of the Australian Accounting Standards Board, the requirements of the Fair Work (Registered Organisations) 2009 and in compliance with other requirements of the law.

The following is a summary of the material accounting policies adopted by the Association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

#### Basis of preparation

The financial report is a general purpose financial report that has been prepared for distribution to the members to fulfil the financial reporting requirements under the Fair Work (Registered Organisations) Act 2009.

#### Reporting Basis and Conventions

The financial report has been prepared on an accruals basis and is based on historical costs modified by the revaluation of selected non-current assets, and financial assets and financial liabilities for which the fair value basis of accounting has been applied.

#### (a) Plant and Equipment

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

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by the Directors to ensure it is not in excess of the recoverable amount of these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

#### Depreciation

The depreciable amount of all fixed assets is depreciated on a straight line or diminishing value basis over their useful lives to the entity commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements. The depreciation rates used for each class of depreciable assets are:

<b>Class of fixed assets</b>	<b>Depreciation Rate</b>
Plant and Equipment	7.5 – 50% Straight Line or Diminishing Value

## AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

##### **(b) Leases**

Leases of fixed assets 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 by recoding an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

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

##### **(c) Employee Benefits**

Provision is made for the Associations' liability for employee benefits arising from services rendered by employees to balance date. 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, plus related on costs.

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows required to settle the obligation.

##### **(d) 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 grouped within short-term borrowings in current liabilities on the balance sheet.

##### **(e) Revenue**

Interest revenue is recognised as it accrues.

Membership revenue is recognised in income on a monthly basis over the 12 month period to which it relates.

Fundraising income and donations are recognised when received by the Association.

##### **(f) 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. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

##### **(g) Trade and Other Receivables**

Trade receivables, which generally have a 30-60 day term, are recognised initially at fair value, less an allowance for impairment.

The collectability of debts is assessed at balance date. A provision is raised against this balance to cover any accounts considered doubtful.

## AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

##### **(h) Trade and Other Payables**

Payables represent liabilities for goods and services provided to the Association prior to the end of the financial year that are unpaid. Payables are carried at cost which is the fair value of the consideration to be paid in the future for the goods and services received, the amounts are unsecured and usually paid within 30 days from recognition.

##### **(i) Provisions**

Provisions are recognised when the economic entity has a legal, equitable or constructive obligation to make a future sacrifice of economic benefits to other entities as a result of past transactions or other past events, it is probable that a future sacrifice of economic benefits will be required and a reliable estimate can be made of the amount of the obligation.

##### **(j) Interest Bearing Liabilities**

All loans and borrowings are initially recognised at cost, being the fair value of the consideration received net of issue costs associated with the borrowing. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Amortised cost is calculated by taking into account any issue costs, and any discount or premium on settlement.

Gains or losses are recognised in the income statement when the liabilities are derecognised as well as through the amortisation process.

##### **(k) Income Tax**

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

##### **(l) Inventory**

Inventories are measured at lower of cost and net realisable value. Costs are assigned on a first-in first-out basis.

##### **(m) Financial Instruments**

###### *Recognition*

Financial Instruments are initially measured at cost, which includes transaction costs, when the related contractual rights or obligations are created. Subsequent to initial recognition these instruments are measured as set out below.

###### *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 stated at amortised cost using the effective interest rate method.

###### *Financial Liabilities*

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

###### *Impairment*

At each reporting date, the Association reviews the carrying values of its tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the assets carrying value over its recoverable amount is expenses to the Income Statement.

##### **(n) New and Revised Accounting Standards and Interpretations**

Certain new accounting standards and Australian Accounting Interpretations have been published that are not mandatory for the 30 June 2013 reporting period. The Committee of Management have given due consideration to new and revised standards and interpretations issued by the AASB that are not yet effective and do not believe they will have any material impact on the financial statements.

## AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

##### (o) Information to be provided to Members or General Manager

In accordance with the requirement of the Fair Work (Registered Organisations) Act 2009, as amended, the attention of members is drawn to the provisions of sub-section (1), (2) and (3) of section 272 which reads as follows:

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

##### (p) Critical Accounting Estimates and Judgements

The preparation of financial statements requires management to make judgements estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised and in any future periods affected.

In particular, information about significant areas of estimation uncertainty and critical judgements in applying accounting policies that have the most significant effect on the amount recognized in the financial statements is described in not 11 where judgements have been made in relation to the value of employee entitlements.

2. REVENUE	2013 \$	2012 \$
<b>Revenues from Operating Activities</b>		
Membership Revenue	675,719	682,188
Commissions	42,288	19,083
Promotions – Awards for Excellence	87,715	92,435
Australian Hospitality Conference	281,121	-
Other Functions	7,200	10,900
<b>Total Revenue from Operating Activities</b>	<b>1,094,043</b>	<b>804,606</b>
<b>Revenues from Non-Operating Activities</b>		
Interest Revenue	1,870	1,836
Rental Revenue	3,888	4,146
Other	6,771	13,648
Government Grant Income	148,817	109,500
<b>Total Revenue from Ordinary Activities</b>	<b>1,255,389</b>	<b>933,736</b>

There has been no revenue received or provision, relating to capitation fees, donations or compulsory levies in the current or prior period which require disclosure in accordance with the Fair Work (Registered Organisations) Act 2009.

**AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2013**

<b>3. EXPENSES</b>	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Depreciation of Non Current Assets</b>		
Plant and Equipment	6,814	7,242
<b>Total Depreciation of Non Current Assets</b>	<u>6,814</u>	<u>7,242</u>
<b>Expenses</b>		
Operating Lease Expense	28,566	26,890
Legal and Consulting Fees	1,648	3,658
Employee Benefits Expenses	<u>30,214</u>	<u>30,548</u>
<b>Grants and donations</b>		
Political donations and fundraisers	6,218	8,825
<b>Total grants and donations</b>	<u>6,218</u>	<u>8,825</u>

The Australian Hotel Association Tasmanian Branch has not incurred any penalties under the Registered Organisations Act or Registered Organisations Regulations.

There has been no expenditure incurred or provision, relating to redundancies, other expenses for non-office holders, affiliation fees to external entities, compulsory levies, payroll deductions of membership subscriptions or penalties imposed under the RO Act in the current or prior period which require disclosure in accordance with the Fair Work (Registered Organisations) Act 2009.

There is no liability for legal costs and other expenses related to litigation to report for this period.

**4. KEY MANAGEMENT PERSONNEL REMUNERATION**

	<b>Short-term employee benefits</b>	<b>Post- employment benefits</b>	<b>Long term benefits</b>	<b>Other</b>	<b>Total</b>
<b>2013</b>					
Total Income Paid or Payable to all Executives of the Association	<u>140,100</u>	-	-	-	<u>140,100</u>
<b>2012</b>					
Total Income Paid or Payable to all Executives of the Association	<u>120,100</u>	-	-	-	<u>120,100</u>

**5. CASH AND CASH EQUIVALENTS**

Cash at Bank and On Hand	<u>194,972</u>	<u>22,777</u>
	<u>194,972</u>	<u>22,777</u>

**6. TRADE AND OTHER RECEIVABLES**

Trade Debtors	<u>196,858</u>	<u>135,242</u>
	196,858	135,242
Prepaid Expenditure	<u>7,871</u>	<u>13,659</u>
	<u>204,972</u>	<u>148,901</u>

Trade debtors are non interest bearing and generally on 30 day terms.

**AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2013**

	2013	2012
	\$	\$
<b>7. INVENTORIES</b>		
Stationery at Cost	1,620	2,937
	<u>1,620</u>	<u>2,937</u>
<b>8. PLANT &amp; EQUIPMENT</b>		
Plant and Equipment at Cost	73,578	73,578
Less : Provision for Depreciation	(58,300)	(51,486)
	<u>15,278</u>	<u>22,092</u>

**(a) Movements in Carrying Amounts**

Movement in the carrying amounts for each class of plant and equipment between the beginning and the end of the financial year.

**Plant and Equipment**

Opening Balance	22,092	19,478
Additions	-	10,367
Disposals	-	(511)
Depreciation Expense	(6,814)	(7,242)
Carrying Amount at the End of the Year	<u>15,278</u>	<u>22,092</u>

**9. TRADE AND OTHER PAYABLES**

Trade Creditors	42,274	41,991
Income Received in Advance	400,152	295,857
Accrued Expenses	6,779	3,193
PAYG Withheld	7,462	7,344
GST Liabilities	54,060	27,209
	<u>510,727</u>	<u>375,594</u>

Trade Creditors and accruals are non interest bearing and are normally settled on 30 day terms. The Association has a credit card facility with a credit card limit of \$23,000.

Income in advance represents membership subscriptions which relate to the period of membership subsequent to 30 June 2013.

**10. PROVISIONS – ‘OTHER EMPLOYEES’**

**Current**

Annual Leave Entitlement	28,004	26,177
	<u>28,004</u>	<u>26,177</u>

**Non-Current**

Long Service Leave Entitlement	14,721	9,915
	<u>14,721</u>	<u>9,915</u>

**Provision for ‘other employee’ entitlements**

A provision has been recognised for employee entitlements relating to annual leave and long service leave for all employees. The measurement and recognised criteria for employee benefits has been detailed in Note 1.



## AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

	2013 \$	2012 \$
<b>11. CASH FLOW INFORMATION</b>		
<b>(a) Reconciliation of Cash</b>		
Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:		
Cash at Bank and On Hand	194,972	22,777
	194,972	22,777
<b>(b) Reconciliation of Net Profit/(Loss) after tax to the Net Cash Flows from Operations</b>		
Net Profit/(Loss)	7,342	4,825
Non-cash items		
Depreciation	6,814	7,242
Loss on Disposal of Property Plant and Equipment	-	511
<b>Changes in Assets and Liabilities</b>		
(Increase)/Decrease in Receivables	(61,616)	(37,030)
(Increase)/Decrease in Inventories	1,317	(1,694)
(Increase)/Decrease in Prepayments	5,788	(3,249)
Increase/(Decrease) in Payables	401	53,768
Increase/(Decrease) in Accrued Expenses	3,586	(10,520)
Increase/(Decrease) in GST Liabilities	26,851	18,208
Increase/(Decrease) in Pre Paid Income	104,295	14,722
Increase/(Decrease) in Provisions	6,633	11,596
<b>Net Cash Flow from Operating Activities</b>	<b>101,411</b>	<b>58,379</b>

## 12. FINANCIAL INSTRUMENTS

### Financial Risk Management

The Association's financial instruments consist mainly of deposits with banks, local money market instruments, accounts receivable and payable.

#### (a) Interest Rate Risk

The Association does not have any material interest rate risk. Any risk arising is managed through floating rate investments. The Association is subject to limited exposure to interest rate risk due to fluctuations in the prevailing levels of market interest rates. An increase/(decrease) of one percentage point in interest rates would have a corresponding effect on revenue of the Association's profit by \$1,950 (2012: \$228).

**AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2013**

**12. FINANCIAL INSTRUMENTS (Cont'd)**

**(b) Liquidity Risk  
Maturity Analysis**

**2013**

	<b>0-6 months</b>	<b>6-12 months</b>	<b>1-5 years</b>	<b>&gt; 5 years</b>	<b>Total</b>
<b>Financial Assets:</b>					
Cash and cash equivalents	194,972	-	-	-	194,972
Receivables	196,858	-	-	-	196,858
Loan to Tasmanian Hospitality	-	-	-	664,500	664,500
	<u>391,830</u>	<u>-</u>	<u>-</u>	<u>664,500</u>	<u>1,056,330</u>
<b>Total Financial Assets</b>					
<b>Financial Liabilities:</b>					
Trade and other payables	110,575	-	-	-	110,575
	<u>110,575</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>110,575</u>
<b>Total Financial Liabilities</b>					

**2012**

	<b>0-6 months</b>	<b>6-12 months</b>	<b>1-5 years</b>	<b>&gt; 5 years</b>	<b>Total</b>
<b>Financial Assets:</b>					
Cash and cash equivalents	22,777	-	-	-	22,777
Receivables	148,901	-	-	-	148,901
Loan to Tasmanian Hospitality	-	-	-	735,284	735,284
	<u>171,678</u>	<u>-</u>	<u>-</u>	<u>735,284</u>	<u>906,962</u>
<b>Total Financial Assets</b>					
<b>Financial Liabilities:</b>					
Trade and other payables	79,737	-	-	-	79,737
	<u>79,737</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>79,737</u>
<b>Total Financial Liabilities</b>					

**(c) Credit Risk**

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions for doubtful debts, as disclosed in the Statement of Financial Position and notes to the financial statements.

The Association does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the Association.

**(d) Price risk**

The Association is not exposed to any material commodity price risk.

**(e) Net Fair Values**

The aggregate net fair values are materially consistent with the carrying amounts of financial assets and liabilities recorded in the Statement of Financial Position. Cash, trade receivables, and payables are recorded at fair value, being their nominal amount, due to their nature and short-term to maturity.

## AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

#### 13. RELATED PARTY DISCLOSURES

The Australian Hotels Association – National is a related entity. Affiliation fees paid by Australian Hotels Association – Tasmania Branch were on normal commercial terms. There were no loans during the year to Councillors of the Association or to Councillor Related Entities.

The councillors of the Committee of Management who held office for the entire period (unless otherwise stated) were:

Paul Jubb  
Darren Brown  
Frank Morgan  
Alan Williams  
Greg Astell  
Phil Capon  
Angelo Fararccio  
Dominic Baker  
John Dabner  
James Harding  
Peter Scollard  
Adrian Sampson (retired 17/5/2013)  
Mick Acquarola  
Rohan Birchmore (appointed 23/4/2013)  
Shelley Richards (appointed 06/7/2013)

The councillors of the committee of Management who held office during the financial year received no remuneration.

There were no related party transactions to disclose for the period.

The following cash flows occurred between the Australian Hotels Association – Tasmanian Branch and other related reporting units for the period.

	2013	2012
	\$	\$
<b>Net Cash flows (to)/from other reporting units</b>		
Australian Hotels Association	(17,330)	(31,061)
Australian Hotels Association – ACT	-	-
Australian Hotels Association – SA	(60)	1,540
Australian Hotels Association – NSW	(13,665)	(45,503)
Australian Hotels Association – VIC	(1,309)	-
Queensland Hotels Association	-	-

#### 14. ASSOCIATION DETAILS

The principal place of business of the association is:  
Australian Hotels Association – Tasmanian Branch  
25/93 Salamanca Place  
Hobart TAS 7000

The principal activity of the association is the provision of support and benefits to its members. It is incorporated and domiciled in Australia.

## AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

	2013	2012
	\$	\$
<b>15. CAPITAL AND LEASING COMMITMENTS</b>		
Lease Expenditure Commitments		
Minimum lease payments not later than one year	31,494	31,377
Later than one year and not later than five years	22,687	54,181
	<u>54,181</u>	<u>85,558</u>

The commitment relates to the Association's motor vehicle leases which began in November 2011.

#### **16. SEGMENT REPORTING**

Australian Hotels Association – Tasmanian Branch operates in one geographical segment being Tasmania.

#### **17. EVENTS SUBSEQUENT TO REPORTING DATE**

No significant subsequent events are noted.

#### **18. AUDITORS REMUNERATION**

Amounts received or due and receivable  
Audit services

<u>8,800</u>	<u>7,700</u>
--------------	--------------

#### **19. NUMBER OF FULL TIME EQUIVALENT EMPLOYEES**

The Association employed 8 employees, expressed as 6.31 FTE.

#### **20. RELIANCE AND PROVISION OF FINANCIAL SUPPORT**

The Australian Hotels Association – Tasmanian Branch does not place any reliance on financial support from another reporting unit of the organization to operate as a going concern. No financial report was received from another reporting unit during the financial period.

The Australian Hotels Association – Tasmanian Branch has not entered into any agreement to provide financial support to another reporting unit of the organisation to assist it to operate as a going concern.

#### **21. RECOVERY OF WAGES**

There was no recovery of wages activity for the 2013 financial year.

#### **22. ACQUISITION OF ASSETS AND LIABILITIES**

There were no assets or liabilities acquired during the 2013 financial year as a result of a business combination or due to either a restructure, an amalgamation or from a determination or revocation of the General Manager under the *Fair Work (Registered Organisations) Regulations 2009*

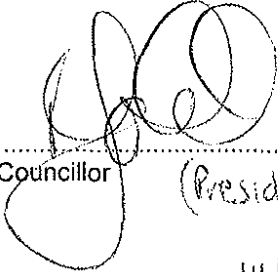
## AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

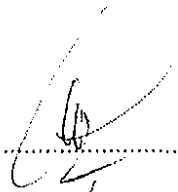
### COMMITTEE OF MANAGEMENT STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

In the opinion of the Councillors, the financial report as set out on pages 1-14;

1. Presents a true and fair view of the financial position of the Australian Hotels Association-Tasmanian Branch as at 30 June 2013 and its performance for the year ended on that date in compliance with reporting guidelines of the Industrial Registrar, Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
2. Are presented, as far as practicable, in a consistent manner to each of other reporting units within the Australian Hotels Association.
3. During and since the end of the financial year ended 30 June 2013, the;
  - a) Meeting of the Committee of Management were held in accordance with the rules of the association.
  - b) Financial affairs have been managed in accordance with the rules of the association and the financial records have been kept and maintained in accordance with the *Fair Work (Registered Organisations) Act 2009*.
  - c) Information sought in any request of a member of the Australian Hotels Association-Tasmanian Branch or a General Manager has been kept and maintained in accordance with the *Fair Work (Registered Organisations) Act 2009*, and any order for inspection of financial records made by the *Fair Work (Registered Organisations) Act 2009* under Section 273 of the act has been complied with.
4. At the date of this statement, there are reasonable grounds to believe that the Australian Hotels Association – Tasmanian Branch will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the councillors made on the 14/11/13, and is signed for and behalf of the councillors by:

  
.....  
Councillor (President)  
Signed at Hobart on 14/11/13

  
.....  
Councillor (Treasurer)



**Wise Lord & Ferguson**  
Chartered Accountants  
*advice to advantage*

## **Independent auditor's report to the members of Australian Hotels Association Tasmanian Branch**

We have audited the accompanying financial report of Australian Hotels Association Tasmanian Branch ("the Association"), which comprises the statement of financial position as at 30 June 2013, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the committee of management's statement.

### **The committee of management's Responsibility for the Financial Report**

The Association's committee of management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the Fair Work (registered Organisations) Act 2009 and for such internal controls as the committee of management determine are 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 our judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, we consider internal controls 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 controls. 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.



1st Floor 160 Collins Street Hobart TAS 7000 GPO Box 1083 Hobart TAS 7001  
Tel: (03) 6223 6155 Email: [email@wlf.com.au](mailto:email@wlf.com.au) Internet: [www.wlf.com.au](http://www.wlf.com.au)

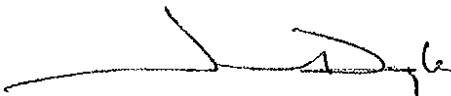
Partners: Harvey Gibson, Danny McCarthy, Douglas Thomson, Joanne Doyle, Stuart Clutterbuck,  
Ian Wheeler, Dean Johnson, Marg Marshall, Paul Lyons, Alicia Leis, Nick Carter  
Managers: Melanie Richardson, Simon Jones, Trent Queen, Rachel Burns,  
Nathan Brereton, Melissa Johnson, Donna Powell  
Consultant: Peter Beven

**Independence**

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

**Opinion**

In our opinion the financial report presents fairly, in all material respects, the financial position of Australian Hotels Association Tasmanian Branch as of 30 June 2013, and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards and the Fair Work (registered Organisations) Act 2009.



**J DOYLE**  
PARTNER  
WISE LORD & FERGUSON

Date: 15<sup>th</sup> November 2013



**AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH  
OPERATING REPORT**

**FOR THE PERIOD ENDED 30th JUNE 2013**

The Committee of Management presents its report of the Australian Hotels Association Tasmanians Brand for the financial year ended 30 June 2014.

**Principal activities**

The principal activities of the Association during the financial year were:

- 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;
- Representation of members on industry issues e.g. licensing law;
- 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, restaurants, accommodation and clubs;
- Organisation of events to members such as Awards for Excellence, Charity Fund Raising etc. in order to recognise their achievements and contribution to the community.

**Significant changes**

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

**Financial activities**

There were no significant changes in the nature of the Association's financial activities during the year. The profit/(loss) from ordinary activities amounted to \$7,342 for the period ending 30 June 2013.

**Results from principal activities**

- Reduction of membership by 1% - 369 (2013) 371 (2012)
- Membership revenue for the year resulted in a decline of 1%

**Right to resign**

Resignation from membership and termination of eligibility for membership is regulated by Rule 17 of the Federal Rules.

A Member may resigned from membership of the Association by written notice addressed and delivered to the Treasurer of the Branch.

**Superannuation Trustees/Directors**

There are no members of the Committee of Management that are trustees or directors of a superannuation entity or an exempt public sector superannuation scheme.

**Number of members**

The Association had 369 members at the end of the reporting period.

**Number of employees**

The Association employed 8 staff, expressed as 6.31 FTE, as at 30 June 2013.

**AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH  
OPERATING REPORT**

**FOR THE PERIOD ENDED 30th JUNE 2013**

**Payments to employers**

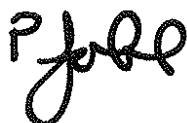
The Association did not make any payments or provisions during the financial year to employers as consideration for the employers making payroll deductions of membership subscriptions.

**COMMITTEE OF MANAGEMENT**

The membership of the committee of management for the financial year 1 July 2012 to 30 June 2013 and the period for which each member has held such were:

Mr Paul Jubb – President – 12 months  
Mr Darren Brown – Vice President – 12 months  
Mr Frank Morgan – Treasurer – 12 months  
Mr Alan Williams – 12 months  
Mr Greg Astell – 12 months  
Mr Philip Capon – 12 months  
Mr Angelo Fraraccio – 12 months  
Mr Dominic Baker – 12 months  
Mr John Dabner – 12 months  
Mr James Harding – 12 months  
Mr Peter Scollard – 12 months  
Mr Adrian Sampson – 10.5 months (retired 17/5/2013)  
Mr Mick Acquarola – 12 months  
Mr Rohan Birchmore – 2 months (appointed 23/4/2013)

The councilors of the Committee of Management who held office during the financial year received no remuneration.



Paul Jubb  
Branch President

Dated 17<sup>th</sup> day of December 2014



26 May 2014

Mr Steve Old  
General Manager, Tasmanian Branch  
Australian Hotels Association

Sent by email: [Steve@australianhotels.asn.au](mailto:Steve@australianhotels.asn.au)

Dear Mr Old,

**Australian Hotels Association, Tasmanian Branch - Financial Report for year ended 30 June 2013 - (FR2013/389)**

I refer to the financial report of the Tasmanian Branch of the Australian Hotels Association (the reporting unit). The documents were lodged with the Fair Work Commission on 24 January 2014.

The financial report has not yet been filed. I have examined the financial report and have identified a number of matters that you are required to address before the report is filed.

The general purpose financial report ('GPFR') and the operating report will require amendments. The amended reports will need to be re-passed by the Council ('the committee of management') and a fresh Committee of Management Statement signed, and accompanied by an amended auditor's report, republished on the reporting unit's website or emailed to the members according to the Branch's usual practice, and lodged with FWC. A fresh Designated Officer's certificate should be lodged certifying the date(s) the amended full report is presented to the Council and made available to the members.

**1. Operating report**

Review of Principal Activities

Subsection 254(2)(a) of the RO Act requires an operating report to contain "a review of the principal activities of the reporting unit, the results of those activities and any significant changes in the nature of those activities". The operating report purported to cover the results of the principal activities listed but no results from those activities were described as such.

Right to resign

Subsection 254(2)(c) requires the Operating Report to 'give details' of the right of members to resign from the reporting unit under section 174 of the RO Act. This requirement may be met by the inclusion of a statement that a member has the right to resign and a reference to the relevant rule which makes such provision or the complete text of the relevant resignation rule may be reproduced in the report. This information was omitted from the Operating report.

Membership of committee of management

Regulation 159(c) of the RO Regulations provides that the operating report should disclose the period for which each member of the committee of management held such a position.

Number of employees

Regulation 159(b) requires the Operating report to disclose the number of employees, where the number of employees includes both full-time and part-time employees, as measured on a full-time equivalent (FTE) basis.

The operating report did not fully comply with these requirements. I note that the period for which each member held his or her position was disclosed at Note 13 of the notes to the financial statements and the FTE was disclosed at Note 19.

#### Trustee of superannuation entity

Paragraph 36 of the Reporting Guidelines requires the Operating report to disclose details of any officer or employee of the reporting unit who is a trustee, or a director of a company that is a trustee, of a superannuation entity or an exempt public sector superannuation scheme.

#### Officers and employees who are directors of a company or a member of a board

Paragraph 37 of the Reporting Guidelines requires the Operating report to disclose details of any officer or employee of the reporting unit who is a director of a company or a member of a board.

No reference to either of the above information was included in the Operating Report. Paragraph 38 of the Reporting Guidelines requires that if a reporting unit has no information to disclose relating to paragraphs 36 or 37, a statement to that effect must be included in the operating report.

Please amend the operating report accordingly for re-lodgement with FWC.

## **2. General purpose financial report**

A number of transaction categories ('activities') prescribed for disclosure in the Reporting Guidelines were not disclosed in the financial statements or notes to the statements. Paragraphs 14, 16, 18, 20, 22, 24, 26, and 33 of the Reporting Guidelines require, where any of the prescribed 'activities' did not occur during the reporting period, statements to that effect. Whilst some of the prescribed activities (indicated\*) would not ordinarily apply to an employer association, for consistency, transparency and the avoidance of doubt statements (or nil balances)<sup>1</sup> for all non-occurring prescribed activities should be included in the notes. I identify the omitted category disclosures below:

- 1) reliance on financial support from another reporting unit of the organisation to operate as a going concern (RG 10)
- 2) agreement to provide financial support to another reporting unit of the organisation to assist it to operate as a going concern (RG11)
- 3) acquisition of an asset or liability as a result of any of the circumstances set out (RG12)
- 4) acquisition of an asset or liability as a result of a business combination entered into (RG13)
- 5) capitation fee received from another reporting unit of the organisation (RG15(b))
- 6) compulsory levy received (RG15(c))
- 7) donations received (RG15(d))
- 8) any other financial support from another reporting unit of the organisation (RG15(e))
- 9) expenses incurred in relation to payroll deductions(\*) of membership subscriptions (RG17(a))
- 10) affiliation fees paid to external entities (RG17(c))
- 11) compulsory levy paid to another entity including another reporting unit of the organisation (RG17(d))
- 12) grants paid (RG17(e))
- 13) employee expenses paid as (i) wages/salaries (ii) superannuation (iii) leave entitlements (iv) separation/redundancies (v) 'other' expenses for non-office holders (RG17(g))

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<sup>1</sup> cf. Note 8A on page 37/53 of model financial statements at

[https://www.fwc.gov.au/documents/documents/organisations/reporting\\_guidelines/Model-financial-statements.pdf](https://www.fwc.gov.au/documents/documents/organisations/reporting_guidelines/Model-financial-statements.pdf)

- 14) expenses incurred by penalties imposed under the RO Act (RG17(k))
- 15) receivable due from or payable due to another reporting unit of the organisation (RG19)
- 16) payable in relation to payroll deductions for member subscriptions (\*) (RG21(a))
- 17) payable (provision) in respect of employee benefits for office-holders by (i) annual leave (ii) long service leave (iii) separation/redundancies (iv) 'other' liabilities (RG21(c))<sup>2</sup>
- 18) Any payable (provision) in respect of employee benefits for 'other' employees by (iii) separation/redundancies (iv) 'other' liabilities (RG21(c))<sup>3</sup>
- 19) details of funds (i.e. besides the general fund) or accounts, or amounts and balances as prescribed in RG23
- 20) the name of any reporting unit that is a source or recipient of a cash flow and the amount of that cash flow separately disclosed (RG25)
- 21) recovery of wages (\*) (RGs27-32)

I also note that the Notes to the financial statements did not include a statement whether, for the purposes of preparing the financial statements the reporting unit is a for-profit or not-for-profit entity, as required by paragraph 8(b) of AASB 1054. Note 18 discloses a separate balance for audit services as required by paragraph 10(a) of AASB 1054, but it is not clear whether the balance for the item described as "Accounting and Audit Expenses" on the Statement of Comprehensive Income encompasses the amount at Note 18. If it does, then it does not reflect the requirement of paragraph 10(b) of that Standard to disclose a balance for "all other services (of the auditor) during the reporting period" separately.

Please amend the Notes to the GPFR accordingly for re-lodgement of the report with FWC.

### **3. Auditor's report**

#### Auditor's qualifications

Regulation 4 of the RO Regulations provides the definition of an approved auditor. Item 44 of the Reporting Guidelines requires that in the auditor's statement, the auditor must declare they are either an approved auditor or the auditor is a member of a firm where at least one member is an approved auditor and must specify that the auditor is a person who is a member of CPA Australia, The Institute of Chartered Accountants in Australia or the Institute of Public Accountants (formerly the National Institute of Accountants), and holds a current Public Practice Certificate.

I note that this information has not been included in the Auditors Statement. The auditor's statement will require amendment to include this information.

#### Declaration relating to management use of the going concern basis of accounting

Item 45 of the Reporting Guidelines requires that the auditor's statement must include a declaration, that as part of the audit of the financial statements, they have concluded that management's use of the going concern basis of accounting in the preparation of the reporting unit's financial statement is appropriate. No such declaration is contained in the auditor's statement.

The auditor's statement will need to be amended to include the above mentioned declaration.

On the whole, the financial statements lodged failed to reflect the new requirement of the Reporting Guidelines issued on 26 June 2013 that the GPFR explicitly disclose or state where prescribed activities did not occur, or failed to disclose balances for particular categories.

I have only briefly listed the omitted category disclosures that are prescribed in the Reporting Guidelines. In making the amendments to the report, please have close regard to the

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<sup>2</sup>The statement that the councillors received no remuneration at Note 13 may be thought to mean no benefits provisions as well as benefits expenses but it should explicitly state this

<sup>3</sup> The disclosure of annual leave and long service leave provisions at Note 10 may be thought to mean benefits provisions for 'other employees' but it should explicitly state this

descriptions of the activities/balances set out in the Guidelines. I attach a copy for your reference.

If you have any queries regarding this letter, I may be contacted on (02) 6723 7237 or 0429 462 979 or by email at [stephen.kellett@fwc.gov.au](mailto:stephen.kellett@fwc.gov.au).

Yours sincerely

A handwritten signature in black ink that reads "Stephen Kellett". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Stephen Kellett  
Senior Adviser, Regulatory Compliance Branch



## TASMANIAN HOSPITALITY ASSOCIATION

25/93 Salamanca Place, Hobart Tas 7000 T: 03 6224 7033 F: 03 6224 7988  
PO Box 191, Battery Point Tas 7004  
E: [aha@australianhotels.asn.au](mailto:aha@australianhotels.asn.au) W: [www.australianhotels.asn.au](http://www.australianhotels.asn.au)

### Designated Officer's Certificate or other Authorised Officer *s268 Fair Work (Registered Organisations) Act 2009*

I Paul Jubb being the President of the Australian Hotels Association Tasmanian Branch certify:

- that the documents lodged herewith are copies of the full report, referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report, was provided to members on Monday 9 December, 2013; and
- that the full report was presented to a general meeting of members of the reporting unit on Tuesday 21 January 2014; in accordance with section 266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature:

A handwritten signature in black ink, appearing to read 'P Jubb', written in a cursive style.

Paul Jubb

Date: 24 January 2014





# **Australian Hotels Association – Tasmanian Branch**

## **Financial Statements**

**For the year ended  
30 June 2013**



**Wise Lord & Ferguson**  
Chartered Accountants  
*advice to advantage*



**AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30 JUNE 2013**

	Notes	2013 \$	2012 \$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>	2	1,255,389	933,736
Depreciation and Amortisation		6,814	7,242
Employee Expense		493,639	444,074
National Affiliation and Capitation Fees		27,237	24,100
Promotions – Awards for Excellence		92,639	96,687
Other Functions		12,022	18,992
Occupancy Costs		20,671	23,928
Loss on Disposals		-	511
Newsletters and Memberships		24,350	22,405
Office and Administration Expenses		32,826	44,106
Vehicle Expenses		42,545	42,489
Accounting and Audit Expenses		29,019	15,865
Postage and Freight Expenses		9,265	10,946
Legal and Consulting Fees		1,648	3,658
Donations/Gifts		6,218	8,824
Bank Fees		2,869	2,181
Training		4,059	2,166
Travel/Meetings		38,552	59,509
Rent		10,784	5,189
Work Force Development Expenses		1,734	20,685
Other Expenses		45,554	33,202
Australian Hospitality Conference		300,553	-
Skills Tasmania Expenses		29,444	-
Gaming Campaign		15,605	42,152
		<hr/> 1,248,047	<hr/> 928,911
<b>PROFIT/(LOSS) FROM OPERATING ACTIVITIES</b>		<hr/> 7,342	<hr/> 4,825
<b>OTHER COMPREHENSIVE INCOME</b>		-	-
<b>TOTAL COMPREHENSIVE INCOME/(LOSS) FOR THE PERIOD</b>		<hr/> <hr/> 7,342	<hr/> <hr/> 4,825

The accompanying notes form part of these financial statements

**AUSTRALIAN HOTELS ASSOCIATION – TASMANIAN BRANCH**

**STATEMENT OF FINACIAL POSITION  
AS AT THE 30 JUNE 2013**

	Notes	2013 \$	2012 \$
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	5	194,972	22,777
Trade and Other Receivables	6	204,729	148,901
Inventories	7	1,620	2,937
<b>TOTAL CURRENT ASSETS</b>		<b>401,321</b>	<b>174,615</b>
<b>NON-CURRENT ASSETS</b>			
Plant and Equipment	8	15,278	22,092
Loan Tasmanian Hospitality		664,500	735,284
<b>TOTAL NON CURRENT ASSETS</b>		<b>679,778</b>	<b>757,376</b>
<b>TOTAL ASSETS</b>		<b>1,081,099</b>	<b>931,991</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	9	510,727	375,594
Provisions	10	28,004	26,177
<b>TOTAL CURRENT LIABILITIES</b>		<b>538,731</b>	<b>401,771</b>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	10	14,721	9,915
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>14,721</b>	<b>9,915</b>
<b>TOTAL LIABILITIES</b>		<b>553,452</b>	<b>411,686</b>
<b>NET ASSETS</b>		<b>527,647</b>	<b>520,305</b>
<b>MEMBERS FUNDS</b>			
Retained Profits		527,647	520,305
<b>TOTAL MEMBERS FUNDS</b>		<b>527,647</b>	<b>520,305</b>

The accompanying notes form part of these financial statements

**AUSTRALIAN HOTELS ASSOCIATION – TASMANIAN BRANCH**

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2013**

	<b>Retained Profits</b>	<b>Total Members Funds</b>
	<b>\$</b>	<b>\$</b>
Balance as at 30 June 2011	515,480	515,480
Profit/(Loss) for the Period	4,825	4,825
Other Comprehensive Income	-	-
Balance as at 30 June 2012	520,305	520,305
Profit/(Loss) for the period	7,342	7,342
Other Comprehensive Income	-	-
Balance as at 30 June 2013	527,647	527,647

The accompanying notes form part of these financial statements

**AUSTRALIAN HOTELS ASSOCIATION – TASMANIAN BRANCH**

**STATEMENT OF CASHFLOWS  
FOR THE YEAR ENDED 30 JUNE 2013**

	Notes	2013 \$	2012 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from Members		1,341,853	988,052
Payments to Suppliers and Employees		(1,242,312)	(931,509)
Interest Received		1,870	1,836
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	11(b)	<u>101,411</u>	<u>58,379</u>
 <b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Payments for Plant and Equipment		-	(10,367)
Loan reduction/(increase) to Tasmanian Hospitality Property Association Inc.		70,784	(33,311)
NET CASH PROVIDED BY/(USED IN) INVESTING ACTIVITIES		<u>70,784</u>	<u>43,678</u>
 Net increase/(decrease) in Cash Held		172,195	14,701
Cash at Beginning of Year		22,777	8,076
Cash at End of Year	11(a)	<u><u>194,972</u></u>	<u><u>22,777</u></u>

The accompanying notes form part of these financial statements

# AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Statement of Compliance

Australian Hotels Association – Tasmanian Branch (the Association) is an entity incorporated and domiciled in Tasmania. The financial report is a general purpose report, which was prepared in accordance with the requirements of the Fair Work (Registered Organisations) Act 2009. The financial statements are presented in Australian dollars. The registered office and principal place of business is Australian Hotels Association – Tasmanian Branch, 25/93 Salamanca Place, Hobart, Tasmania.

The financial report was authorised for issue by the Committee of Management of Australian Hotels Association – Tasmanian Branch on the date the Committee of Management Certificate was signed.

The operations and principal activities of the entity during the year were to provide benefits and support to members.

The financial report has been prepared in accordance with Accounting Standards (including Australian Accounting Interpretations), other pronouncements of the Australian Accounting Standards Board, the requirements of the Fair Work (Registered Organisations) 2009 and in compliance with other requirements of the law.

The following is a summary of the material accounting policies adopted by the Association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

#### Basis of preparation

The financial report is a general purpose financial report that has been prepared for distribution to the members to fulfil the financial reporting requirements under the Fair Work (Registered Organisations) Act 2009.

#### Reporting Basis and Conventions

The financial report has been prepared on an accruals basis and is based on historical costs modified by the revaluation of selected non-current assets, and financial assets and financial liabilities for which the fair value basis of accounting has been applied.

#### (a) Plant and Equipment

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

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by the Directors to ensure it is not in excess of the recoverable amount of these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

#### Depreciation

The depreciable amount of all fixed assets is depreciated on a straight line or diminishing value basis over their useful lives to the entity commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements. The depreciation rates used for each class of depreciable assets are:

<b>Class of fixed assets</b>	<b>Depreciation Rate</b>
Plant and Equipment	7.5 – 50% Straight Line or Diminishing Value

# AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

#### (b) Leases

Leases of fixed assets 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 by recoding an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

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

#### (c) Employee Benefits

Provision is made for the Associations' liability for employee benefits arising from services rendered by employees to balance date. 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, plus related on costs.

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows required to settle the obligation.

#### (d) 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 grouped within short-term borrowings in current liabilities on the balance sheet.

#### (e) Revenue

Interest revenue is recognised as it accrues.

Membership revenue is recognised in income on a monthly basis over the 12 month period to which it relates.

Fundraising income and donations are recognised when received by the Association.

#### (f) 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. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

#### (g) Trade and Other Receivables

Trade receivables, which generally have a 30-60 day term, are recognised initially at fair value, less an allowance for impairment.

The collectability of debts is assessed at balance date. A provision is raised against this balance to cover any accounts considered doubtful.



# AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

#### (h) Trade and Other Payables

Payables represent liabilities for goods and services provided to the Association prior to the end of the financial year that are unpaid. Payables are carried at cost which is the fair value of the consideration to be paid in the future for the goods and services received, the amounts are unsecured and usually paid within 30 days from recognition.

#### (i) Provisions

Provisions are recognised when the economic entity has a legal, equitable or constructive obligation to make a future sacrifice of economic benefits to other entities as a result of past transactions or other past events, it is probable that a future sacrifice of economic benefits will be required and a reliable estimate can be made of the amount of the obligation.

#### (j) Interest Bearing Liabilities

All loans and borrowings are initially recognised at cost, being the fair value of the consideration received net of issue costs associated with the borrowing. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Amortised cost is calculated by taking into account any issue costs, and any discount or premium on settlement.

Gains or losses are recognised in the income statement when the liabilities are derecognised as well as through the amortisation process.

#### (k) Income Tax

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

#### (l) Inventory

Inventories are measured at lower of cost and net realisable value. Costs are assigned on a first-in first-out basis.

#### (m) Financial Instruments

##### *Recognition*

Financial Instruments are initially measured at cost, which includes transaction costs, when the related contractual rights or obligations are created. Subsequent to initial recognition these instruments are measured as set out below.

##### *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 stated at amortised cost using the effective interest rate method.

##### *Financial Liabilities*

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

##### *Impairment*

At each reporting date, the Association reviews the carrying values of its tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the assets carrying value over its recoverable amount is expenses to the Income Statement.

#### (n) New and Revised Accounting Standards and Interpretations

Certain new accounting standards and Australian Accounting Interpretations have been published that are not mandatory for the 30 June 2013 reporting period. The Committee of Management have given due consideration to new and revised standards and interpretations issued by the AASB that are not yet effective and do not believe they will have any material impact on the financial statements.

# AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

#### (o) Information to be provided to Members or General Manager

In accordance with the requirement of the Fair Work (Registered Organisations) Act 2009, as amended, the attention of members is drawn to the provisions of sub-section (1), (2) and (3) of section 272 which reads as follows:

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

#### (p) Critical Accounting Estimates and Judgements

The preparation of financial statements requires management to make judgements estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

In particular, information about significant areas of estimation uncertainty and critical judgements in applying accounting policies that have the most significant effect on the amount recognised in the financial statements is described in note 11 where judgements have been made in relation to the value of employee entitlements.

2. REVENUE	2013 \$	2012 \$
<b>Revenues from Operating Activities</b>		
Membership Revenue	675,719	682,188
Commissions	42,288	19,083
Promotions – Awards for Excellence	87,715	92,435
Australian Hospitality Conference	281,121	-
Other Functions	7,200	10,900
<b>Total Revenue from Operating Activities</b>	<u>1,094,043</u>	<u>804,606</u>
<b>Revenues from Non-Operating Activities</b>		
Interest Revenue	1,870	1,836
Rental Revenue	3,888	4,146
Other	6,771	13,648
Government Grant Income	148,817	109,500
<b>Total Revenues from Ordinary Activities</b>	<u>1,255,389</u>	<u>933,736</u>

**AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2013**

	2013	2012
	\$	\$
<b>3. EXPENSES</b>		
<b>Depreciation of Non Current Assets</b>		
Plant and Equipment	6,814	7,242
<b>Total Depreciation of Non Current Assets</b>	<u>6,814</u>	<u>7,242</u>
<b>Expenses</b>		
Operating Lease Expense	28,566	26,890
Legal and Consulting Fees	1,648	3,658
<b>Employee Benefits Expenses</b>	<u>30,214</u>	<u>30,548</u>

**4. KEY MANAGEMENT PERSONNEL REMUNERATION**

	Short-term employee benefits	Post- employment benefits	Long term benefits	Other	Total
<b>2013</b>					
Total Income Paid or Payable to all Executives of the Association	140,100	-	-	-	140,100
<b>2012</b>					
Total Income Paid or Payable to all Executives of the Association	120,100	-	-	-	120,100

**5. CASH AND CASH EQUIVALENTS**

Cash at Bank and On Hand	194,972	22,777
	<u>194,972</u>	<u>22,777</u>

**6. TRADE AND OTHER RECEIVABLES**

Trade Debtors	196,858	135,242
	<u>196,858</u>	<u>135,242</u>
Prepaid Expenditure	7,871	13,659
	<u>204,729</u>	<u>148,901</u>

Trade debtors are non interest bearing and generally on 30 day terms.

**7. INVENTORIES**

Stationery at Cost	1,620	2,937
	<u>1,620</u>	<u>2,937</u>

# AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

	2013	2012
	\$	\$
<b>8. PLANT &amp; EQUIPMENT</b>		
Plant and Equipment at Cost	73,578	73,578
Less: Provision for Depreciation	(58,300)	(51,486)
	15,278	22,092

### (a) Movements in Carrying Amounts

Movement in the carrying amounts for each class of plant and equipment between the beginning and the end of the financial year.

#### Plant and Equipment

Opening Balance	22,092	19,478
Additions	-	10,367
Disposals	-	(511)
Depreciation Expense	(6,814)	(7,242)
Carrying Amount at the End of the Year	15,278	22,092

### 9. TRADE AND OTHER PAYABLES

Trade Creditors	42,274	41,991
Income Received in Advance	400,152	295,857
Accrued Expenses	6,779	3,193
PAYG Withheld	7,462	7,344
GST Liabilities	54,060	27,209
	510,727	375,594

Trade Creditors and accruals are non interest bearing and are normally settled on 30 day terms. The Association has a credit card facility with a credit card limit of \$23,000.

Income in advance represents membership subscriptions which relate to the period of membership subsequent to 30 June 2013.

### 10. PROVISIONS

#### Current

Annual Leave Entitlement	28,004	26,177
	28,004	26,177

#### Non-Current

Long Service Leave Entitlement	14,721	9,915
	14,721	9,915

#### Provision for employee entitlements

A provision has been recognised for employee entitlements relating to annual leave and long service leave for all employees. The measurement and recognised criteria for employee benefits has been detailed in Note 1.

## AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

	2013 \$	2012 \$
<b>11. CASH FLOW INFORMATION</b>		
<b>(a) Reconciliation of Cash</b>		
Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:		
Cash at Bank and On Hand	194,972	22,777
	194,972	22,777
<b>(b) Reconciliation of Net Profit/(Loss) after tax to the Net Cash Flows from Operations</b>		
Net Profit/(Loss)	7,342	4,825
Non-cash items		
Depreciation	6,814	7,242
Loss on Disposal of Property Plant and Equipment	-	511
<b>Changes in Assets and Liabilities</b>		
(Increase)/Decrease in Receivables	(61,616)	(37,030)
(Increase)/Decrease in Inventories	1,317	(1,694)
(Increase)/Decrease in Prepayments	5,788	(3,249)
Increase/(Decrease) in Payables	401	53,768
Increase/(Decrease) in Accrued Expenses	3,586	(10,520)
Increase/(Decrease) in GST Liabilities	26,851	18,208
Increase/(Decrease) in Pre Paid Income	104,295	14,722
Increase/(Decrease) in Provisions	6,633	11,596
<b>Net Cash Flow from Operating Activities</b>	<b>101,411</b>	<b>58,379</b>

## 12. FINANCIAL INSTRUMENTS

### Financial Risk Management

The Association's financial instruments consist mainly of deposits with banks, local money market instruments, accounts receivable and payable.

#### (a) Interest Rate Risk

The Association does not have any material interest rate risk. Any risk arising is managed through floating rate investments. The Association is subject to limited exposure to interest rate risk due to fluctuations in the prevailing levels of market interest rates. An increase/(decrease) of one percentage point in interest rates would have a corresponding effect on revenue of the Association's profit by \$1,950 (2012: \$228).

## AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

#### 12. FINANCIAL INSTRUMENTS (Cont'd)

##### (b) Liquidity Risk Maturity Analysis

2013

	0-6 months	6-12 months	1-5 years	> 5 years	Total
<b>Financial Assets:</b>					
Cash and cash equivalents	194,972	-	-	-	194,972
Receivables	196,858	-	-	-	196,858
Loan to Tasmanian Hospitality	-	-	-	664,500	664,500
	<u>391,830</u>	<u>-</u>	<u>-</u>	<u>664,500</u>	<u>1,056,330</u>
<b>Total Financial Assets</b>					
<b>Financial Liabilities:</b>					
Trade and other payables	110,575	-	-	-	110,575
	<u>110,575</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>110,575</u>
<b>Total Financial Liabilities</b>					

2012

	0-6 months	6-12 months	1-5 years	> 5 years	Total
<b>Financial Assets:</b>					
Cash and cash equivalents	22,777	-	-	-	22,777
Receivables	148,901	-	-	-	148,901
Loan to Tasmanian Hospitality	-	-	-	735,284	735,284
	<u>171,678</u>	<u>-</u>	<u>-</u>	<u>735,284</u>	<u>906,962</u>
<b>Total Financial Assets</b>					
<b>Financial Liabilities:</b>					
Trade and other payables	79,737	-	-	-	79,737
	<u>79,737</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>79,737</u>
<b>Total Financial Liabilities</b>					

##### (c) Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions for doubtful debts, as disclosed in the Statement of Financial Position and notes to the financial statements.

The Association does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the Association.

##### (d) Price risk

The Association is not exposed to any material commodity price risk.

##### (e) Net Fair Values

The aggregate net fair values are materially consistent with the carrying amounts of financial assets and liabilities recorded in the Statement of Financial Position. Cash, trade receivables, and payables are recorded at fair value, being their nominal amount, due to their nature and short-term to maturity.

# AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

### 13. RELATED PARTY TRANSACTIONS

The Australian Hotels Association – National is a related entity. Affiliation fees paid by Australian Hotels Association – Tasmania Branch were on normal commercial terms. There were no loans during the year to Councillors of the Association or to Councillor Related Entities.

The councillors of the Committee of Management who held office for the entire period (unless otherwise stated) were:

Paul Jubb  
Darren Brown  
Frank Morgan  
Alan Williams  
Greg Astell  
Phil Capon  
Angelo Fraraccio  
Dominic Baker  
John Dabner  
James Harding  
Peter Scollard  
Adrian Sampson (retired 17/5/2013)  
Mick Acquarola  
Rohan Birchmore (appointed 23/4/2013)  
Shelley Richards (appointed 6/7/2013)

The councillors of the Committee of Management who held office during the financial year received no remuneration.

### 14. ASSOCIATION DETAILS

The principal place of business of the association is:  
Australian Hotels Association – Hobart Branch  
25/93 Salamanca Place  
Hobart TAS 7000

The principal activity of the association is the provision of support and benefits to its members. It is incorporated and domiciled in Australia.

### 15. CAPITAL AND LEASING COMMITMENTS

	2013	2012
	\$	\$
Lease Expenditure Commitments		
Minimum lease payments not later than one year	31,494	31,377
Later than one year and not later than five years	22,687	54,181
Aggregate lease expenditure contracted at reporting date	<u>54,181</u>	<u>85,558</u>

The commitment relates to the Association's motor vehicle leases which began in November 2011.

### 16. SEGMENT REPORTING

Australian Hotels Association – Tasmanian Branch operates in one geographical segment being Tasmania.

**AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2013**

**17. EVENTS SUBSEQUENT TO REPORTING DATE**

No significant subsequent events are noted.

**18. AUDITORS REMUNERATION**

Amounts received or due and receivable

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Audit services	8,800	7,700

**19. NUMBER OF FULL TIME EQUIVALENT EMPLOYEES**

The number of full time equivalent employees was 6 as of 30 June 2013.



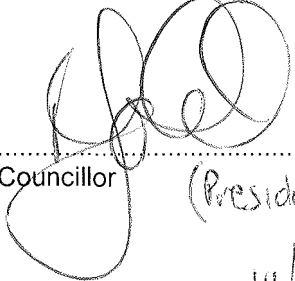
**AUSTRALIAN HOTELS ASSOCIATION - TASMANIAN BRANCH**

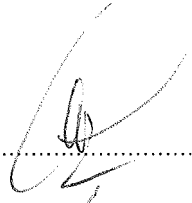
**COMMITTEE OF MANAGEMENT STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2013**

In the opinion of the Councillors, the financial report as set out on pages 1-14;

1. Presents a true and fair view of the financial position of the Australian Hotels Association-Tasmanian Branch as at 30 June 2013 and its performance for the year ended on that date in compliance with reporting guidelines of the Industrial Registrar, Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
2. Are presented, as far as practicable, in a consistent manner to each of other reporting units within the Australian Hotels Association.
3. During and since the end of the financial year ended 30 June 2013, the;
  - a) Meeting of the Committee of Management were held in accordance with the rules of the association.
  - b) Financial affairs have been managed in accordance with the rules of the association and the financial records have been kept and maintained in accordance with the *Fair Work (Registered Organisations) Act 2009*.
  - c) Information sought in any request of a member of the Australian Hotels Association-Tasmanian Branch or a General Manager has been kept and maintained in accordance with the *Fair Work (Registered Organisations) Act 2009*, and any order for inspection of financial records made by the *Fair Work (Registered Organisations) Act 2009* under Section 273 of the act has been complied with.
4. At the date of this statement, there are reasonable grounds to believe that the Australian Hotels Association – Tasmanian Branch will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the councillors made on the 14/11/13, and is signed for and behalf of the councillors by:

  
.....  
Councillor (President)  
Signed at Hobart on 14/11/13

  
.....  
Councillor (Treasurer)



**Wise Lord & Ferguson**  
Chartered Accountants  
*advice to advantage*

**Independent auditor's report to the members of  
Australian Hotels Association Tasmanian Branch**

We have audited the accompanying financial report of Australian Hotels Association Tasmanian Branch ("the Association"), which comprises the statement of financial position as at 30 June 2013, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the committee of management's statement.

**The committee of management's Responsibility for the Financial Report**

The Association's committee of management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the Fair Work (registered Organisations) Act 2009 and for such internal controls as the committee of management determine are 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 our judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, we consider internal controls 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 controls. 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.



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**Partners:** Harvey Gibson, Danny McCarthy, Douglas Thomson, Joanne Doyle, Stuart Clutterbuck,  
Ian Wheeler, Dean Johnson, Marg Marshall, Paul Lyons, Alicia Leis, Nick Carter

**Managers:** Melanjie Richardson, Simon Jones, Trent Queen, Rachel Burns,  
Nathan Brereton, Melissa Johnson, Donna Powell

**Consultant:** Peter Beven

## **Independence**

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

## **Opinion**

In our opinion the financial report presents fairly, in all material respects, the financial position of Australian Hotels Association Tasmanian Branch as of 30 June 2013, and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards and the Fair Work (registered Organisations) Act 2009.



**J DOYLE**  
PARTNER  
WISE LORD & FERGUSON

Date: 15<sup>th</sup> November 2013

**AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH  
OPERATING REPORT**

**FOR THE YEAR ENDED 30th JUNE 2013**

This Operating Report covers the results of those activities that were provided for the financial year ended 30 June 2013.

**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, Charity Fund Raising etc. in order to recognise their achievements and contribution to the community.

**FINANCIAL ACTIVITIES**

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

**SIGNIFICANT CHANGES**

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

**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 363.

**NUMBER OF EMPLOYEES**

The number of persons who were, at the end of the reporting period, employees of the Association was 7 comprised of 5 full time and 2 part time staff.

**AUSTRALIAN HOTELS ASSOCIATION — TASMANIAN BRANCH  
OPERATING REPORT**

**FOR THE YEAR ENDED 30th JUNE 2013**

**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:

Paul Jubb (President)  
Darren Brown (Vice President)  
Frank Morgan (Treasurer)

Mick Acquarola  
Greg Astell  
Dominic Baker  
Rohan Birchmore  
Phil Capon  
John Dabner  
Angelo Fraraccio  
James Harding  
Shelley Richards  
Peter Scollard  
Alan Williams

Paul Jubb  
President

A handwritten signature in black ink, appearing to read 'P Jubb', with a stylized flourish at the end.

Dated this 24th day of January 2014