



Australian Government
Australian Industrial Registry

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Mr Neil Randall
President
Australian Hotels Association
Western Australian Branch
PO Box 660
West Perth WA 6872

Dear Mr Randall

Re: Financial Report for the Australian Hotels Association, Western Australian Branch for year ended 30 June 2007 – FR2007/387

I acknowledge receipt of the financial report of the Australian Hotels Association, Western Australian Branch for the year ended 30 June 2007. The documents were lodged with the Registry on 9 November 2007.

The financial report has now been filed.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged.

Operating Report

Results of principal activities

I refer to the Operating Report, in particular to the “results of operation”. I note that s254(2)(a) of Schedule 1 requires the operating report to include a review of the principal activities of the reporting entity, the results of those activities and any significant changes in the nature of those activities.

The “results of operation” requirement contemplates reference in the operating report to results directly related to the principal activities as opposed to the reporting entities financial result, particularly as measured in dollar ‘surplus’ or ‘loss’ terms. Although this may not be stated explicitly in the text of the subsection, I think it is reasonable to infer this is what the legislators had in mind given that the subsection is referring primarily to the principal activities and secondly, the actual financial outcome is elaborated elsewhere in the financial documents, such as the Balance Sheet and/or the Profit and Loss statement.

Audit Report

Auditor's Qualification

It is not clear from the Report whether or not the Auditor is an approved Auditor. In this regard I draw your attention to the definitions of approved auditor in regulation 4 of the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003. In all likelihood the Auditor is such a person however, it is our preference that this is made explicit in the Report. I recommend you draw this comment to the attention of your Auditors.

Auditor's Opinion

The term "true and fair view" was used in the superseded legislation. Subsection 257(5) of the RAO Schedule sets out the matters upon which an auditor is required to make an opinion on whether the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and other requirements of the RAO Schedule. The following wording in the auditor's opinion would satisfy the requirements:

"In our opinion the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of the RAO Schedule of the Workplace Relations Act 1996."

Schedule 1

Reference to Schedule 1B of the Act, should properly refer to Schedule 1.

Notice for Future Reports

It should be noted that the Industrial Registrar attaches importance to reporting units both fully satisfying the obligations under Schedule 1 and to those obligations being discharged within the requisite timeframes. You should ensure that future financial returns fully satisfy the above obligations.

In the event the documents submitted do not fully comply with the legislative requirements in Schedule 1 then the report will not be filed and the reporting unit will be required to repeat these aspects that do not comply.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely

A handwritten signature in black ink, appearing to be 'K Donnellan', with a long horizontal line extending to the right.

Kevin Donnellan

Statutory Services Branch
6 December 2007



Australian Hotels Association
WESTERN AUSTRALIA

38 Parliament Place West Perth WA 6005
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5th November 2007

Mr Robert Pfeiffer
Statutory Services Branch
Australian Industrial Registry
Level 36
Nauru House
80 Collins Street
MELBOURNE VIC 3000

Dear Robert

Designated Officer Certificate

I, David Neil Randall, being the President of the Australian Hotels Association (Western Australian Branch) certify:

- That the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- That the full report was provided to the members on 28th September 2007; and
- That the full report was presented to a general meeting of members of the reporting unit on 30th October 2007; in accordance with s266 of the RAO Schedule.

Yours sincerely

Neil Randall
President



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**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH**

**FINANCIAL REPORT
30 JUNE 2007**

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH**

**FINANCIAL REPORT
30 JUNE 2007**

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**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**OPERATING REPORT
30 JUNE 2007**

The Australian Hotels Association, Western Australian Branch President and Executive Director attended several National Executive meetings and the National Board meeting throughout the year. The organisation collected capitation fees from Western Australian Hotels and Hospitality Association Incorporated (Union of Employers) and forwarded them to the National Body of the Australian Hotels Association. There were no significant changes to the operations of the Association during the year.

The members of the Committee of Management throughout the year were as follows:

Neil Randall	President
John Hall	Senior Vice President
David Strom	Treasurer
Martin Peirson-Jones	Country Representative
Fred Lemmone	Country Representative
Alan Hinchliffe	Divisional President
Ian Jones	Divisional President
Graham Downs	Divisional President
Ashok Parekh	Councillor
Larry Burkett	Councillor
Robert Ramage	Councillor
Graham Griffin	Councillor

No member of the Committee of Management is a trustee of a superannuation fund or an exempt public sector superannuation scheme.

I certify that as at 30 June 2007, the number of members of the Branch was 499.

Members have the right to resign from the reporting unit in accordance with Rule 27 of the Constitution and Rules of the Branch.

The reporting unit employed no employees at 30 June 2007.



DN Randall
President

Perth, WA
4th September 2007

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**


**COMMITTEE OF MANAGEMENT'S CERTIFICATE
30 JUNE 2007**

On 4th September 2007, the Branch Committee of Management of Australian Hotels Association, Western Australian Branch, passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2007:

The Committee of Management declares in relation to the 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 Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the Branch will be able to pay its debts 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 Branch have been managed in accordance with the rules of the organisation including the rules of the branch concerned; and
 - (iii) the financial records of the Branch have been kept and maintained in accordance with Schedule 1B of the Workplace Relations Act 1996 (The RAO Schedule) and the Workplace Relations Regulations 2003 (The RAO Regulations); and
 - (iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as possible, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) the information sought in any request of a member of the Branch or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - (v) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

Signed of behalf of the Committee of Management.



DN Randall
State President

Perth, WA
4th September 2007

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF AUSTRALIAN HOTELS
ASSOCIATION (WESTERN AUSTRALIAN BRANCH)**

Scope

Report on the Financial Report

We have audited the accompanying financial report of Australian Hotels Association (Western Australian Branch) ("**The Branch**"), which comprises the balance sheet as at 30 June 2007, and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the executive committee's statement.

The Committees' Responsibility for the Financial Report

The executive committee of the Branch is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Corporations Act 2001. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances

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. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the executive committee, as well as evaluating the overall presentation of the financial report.

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

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion the financial report of Australian Hotels Association (Western Australian Branch) is in accordance with the Workplace Relations Act 1996, including:

- (a) giving a true and fair view of the Branch's financial position as at 30 June 2007 and of its performance for the year ended on that date; and
- (b) complying with Australian Accounting Standards (including the Australian Accounting Interpretations).

Dated at Perth on this the 4th day of September 2007.

BDO Kendalls Audit & Assurance (WA) Pty Ltd

BDO Kendalls



Peter Toll
Director

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	Notes	30 June 2007 \$	30 June 2006 \$
INCOME			
Subscriptions - Western Australian Hotels and Hospitality Association Inc. (Union of Employers)		76,200	76,184
EXPENSES			
Audit Fees		1,572	1,450
Bank Charges		200	96
Levies - National Body	8	76,160	76,160
		77,932	77,706
NET SURPLUS/ (DEFICIT)		<u>(1,732)</u>	<u>(1,522)</u>

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

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**BALANCE SHEET
AS AT 30 JUNE 2007**

	Notes	30 June 2007 \$	30 June 2006 \$
CURRENT ASSETS			
Cash and cash equivalents	5	8,029	9,661
Trade and other receivables	3	<u>5</u>	<u>5</u>
TOTAL CURRENT ASSETS		<u>8,034</u>	<u>9,666</u>
TOTAL ASSETS		<u>8,034</u>	<u>9,666</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables		<u>1,550</u>	<u>1,450</u>
TOTAL CURRENT LIABILITIES		<u>1,550</u>	<u>1,450</u>
TOTAL LIABILITIES		<u>1,550</u>	<u>8,216</u>
NET ASSETS		<u>6,484</u>	<u>8,216</u>
MEMBERS FUNDS			
Accumulated Funds		8,216	9,738
Net deficit for period		(1,732)	(1,522)
TOTAL MEMBERS FUNDS		<u>6,484</u>	<u>8,216</u>

The above balance sheet should be read in conjunction with the accompanying notes.

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2007**

	30 June 2007 \$	30 June 2006 \$
Total equity at the beginning of the financial year	8,216	9,738
Net deficit for the financial year	(1,732)	(1,522)
Total equity at the end of the financial year	<u>6,484</u>	<u>8,216</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	Notes	30 June 2007 \$	30 June 2006 \$
Cash flows from operating activities			
Receipts from customers		83,816	83,800
Payments to suppliers and employees		<u>(85,448)</u>	<u>(92,126)</u>
Net cash inflow/(outflow) from operating activities	4	<u>(1,632)</u>	<u>(8,326)</u>
Net increase/(decrease) in cash and cash equivalents		(1,632)	(8,326)
Cash and cash equivalents at the beginning of the year	5	<u>9,661</u>	<u>17,987</u>
Cash and cash equivalents at the end of the year		<u><u>8,029</u></u>	<u><u>9,661</u></u>

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

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with applicable Accounting Standards, Urgent Issues Group Consensus View and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Workplace Relations Act 1996.

The financial report is prepared for the Australian Hotels Association, Western Australian Branch. The organisation is the State Branch of a federally registered union, domiciled in Australia.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money valuations. Cost is based on the fair values of the consideration given in exchange for assets.

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

(a) Cash and cash equivalents

For the purpose of the Statement of Cash Flows, cash includes cash on hand, at banks and on deposit.

(b) 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 the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

(c) Trade and other receivables

Trade debtors are recognised and income is recorded on an accruals basis of accounting. All trade debtors are recognised at the amounts receivable, as they are due for settlement no more than 30 days from the date of recognition. Collectibility of trade debtors is reviewed on an ongoing basis. Debts which are known to be uncollectible are written off. A provision for doubtful debts is raised where some doubt as to collection exists.

(d) Trade and other payables

These amounts represent liabilities for goods and services provided to the Group prior to the end of financial year which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007 (CONTINUED)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) Interest Rate Risk Exposure

The Association's exposure to interest rate risk, which is the risk that financial instruments value will fluctuate as a result of changes in market interest rates, is considered negligible.

(f) Credit Risk Exposure

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 any provisions for doubtful debts, as disclosed in the statement of financial position and notes to the financial statements. The organisation does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the organisation.

(g) Income Tax

No provision for income tax is necessary as "Employer Associations" are exempt from income tax under Section 50-15 of the Income Tax Assessment Act 1997.

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of section 272(5) of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of Sections 272(1), 272(2) and 272(3), which read as follows:

- (1) A member of the Branch, or a Registrar, may apply to the Branch for specified prescribed information in relation to the Branch to be made available to the person making the application.
- (2) The application must be made 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 Branch.
- (3) The Branch must comply with an application made under subsection (1).

3. CURRENT ASSETS – TRADE AND OTHER RECEIVABLES

	30 June 2007	30 June 2006
	\$	\$
Other receivables	<u>5</u>	<u>5</u>

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007 (CONTINUED)**

4. RECONCILIATION OF NET CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES TO EXCESS/(DEFICIT) OF INCOME OVER EXPENDITURE

	30 June 2007	30 June 2006
	\$	\$
Deficit of income over expenditure	(1,732)	(1,522)
Increase/(Decrease) in GST collected	(3,824)	-
(Increase)/Decrease in GST paid	3,824	-
Increase/(Decrease) in creditors and accruals	100	(6,804)
	<u>(1,632)</u>	<u>(8,326)</u>

5. CASH AND CASH EQUIVALENTS

	30 June 2007	30 June 2006
	\$	\$
Cash at bank	<u>8,029</u>	<u>9,661</u>

6. RELATED PARTY TRANSACTIONS

The following persons have held office in the Australian Hotels Association, Western Australian Branch during the year:

Neil Randall	President
John Hall	Senior Vice President
David Strom	Treasurer
Martin Peirson-Jones	Country Representative
Fred Lemmone	Country Representative
Alan Hinchliffe	Divisional President
Ian Jones	Divisional President
Graham Downs	Divisional President
Ashok Parekh	Councillor
Larry Burkett	Councillor
Graham Griffin	Councillor
Robert Ramage	Councillor

There were no transactions between the officers and the Branch during the reporting period.

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007 (CONTINUED)**

7. LEVIES

The levies to the National Body of the Australian Hotels Association are capitation fees.

8. SEGMENT REPORTING

The Branch operates predominantly in one business and geographical segment, in its capacity to provide services to members of the Branch throughout Western Australia.

9. CAPITAL AND LEASING COMMITMENTS

At the date of signing this report there are no known outstanding capital or leasing commitments.

10. CONTINGENT LIABILITIES

At the date of signing this report there are no known contingent liabilities that would have a material effect on the presentation of the annual financial statements.

11. EVENTS SUBSEQUENT TO REPORTING DATE

At the date of signing this report no known events have occurred subsequent to the reporting date which would have a material effect on the financial position of the Branch.

12. ASSOCIATION DETAILS

The Branch operates from 38 Parliament Place, West Perth in the State of Western Australia.

**AUSTRALIAN HOTELS ASSOCIATION
WESTERN AUSTRALIAN BRANCH
FINANCIAL REPORT - 30 JUNE 2007**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007 (CONTINUED)**

13. FINANCIAL RISK MANAGEMENT

(a) Credit Risk Exposure

The Association has no significant concentrations of credit risk.

(b) Interest Rate Risk Exposure

The Association's exposure to interest rate risk arises from assets and liabilities bearing variable interest rates. The weighted average interest rate on cash holdings was 0% at 30 June 2007. All other financial assets and liabilities are non interest bearing. The net fair value of the Association's financial assets and liabilities approximates their carrying value.