



FAIR WORK
AUSTRALIA

26 March 2010

Mr. P. Lovel
Acting Secretary/Treasurer
Australian Road Transport Industrial Organization
PO Box 5
SOUTH MELBOURNE VIC 3205

Re: Financial report of the Australian Road Transport Industrial Organization for the year ended 30 June 2009 (FR2009/10015)

Thank you for lodging the financial report of the Australian Road Transport Industrial Organization for the year ended 30 June 2009. The documents were lodged in this office on 8 February 2010.

I also acknowledge receipt of an amended covering letter in relation to the above financial report which was lodged in this office on 26 March 2010.

The financial report is filed.

I direct your attention to the following comments concerning the above report and the financial reporting obligations under Schedule 1 of the Workplace Relations Act 1996 [now the Fair Work (Registered Organisations) Act 2009 (the RO Act)]. Please note that these matters are generally advised for assistance in the preparation of future financial reports. No further action is required in respect of the subject documents.

1. Timescale Provisions

As you are aware, an organisation is required under the RO Act to undertake certain steps in accordance with specified timelines. Information about these timeline requirements can be found on the [Fair Work Australia website](#). In particular, I draw your attention to [fact sheet 08](#) which explains the timeline requirements, and [fact sheet 09](#) which sets out the timeline requirements in diagrammatical form.

Where the full report is presented to a committee of management meeting, it must be first provided to members within 5 months of the end of the financial year [section 265(5)(b)] and presented to the committee of management meeting within 6 months of the end of the financial year [section 266].

It is noted that this did not occur within the timeframe. If this course of action is to be repeated in future financial years, please ensure that the full report is provided to members within 5 months and presented to a committee of management meeting within 6 months.

2. Disclosure of contributions from another reporting unit

Reporting Guideline 10(b) requires that where contributions from another reporting unit are received, the amount and the name of each reporting unit are to be disclosed in either the profit and loss statement or the notes. Also, Reporting Guideline 15 requires that where another reporting unit of the organisation is the source of a cash inflow or the

application of cash outflow, such cash flow should be separately disclosed and that the name of the other reporting unit be shown in the notes.

If contributions are made or received from another reporting unit of the organisation, any such contributions and the name(s) of the reporting unit(s) should be disclosed either in the income statement or the notes. Also the name(s) of the reporting unit(s) and the amount of any cash flows between reporting units are to be disclosed in the notes.

3. Operating Report

Membership of Committee of Management

The Operating Report is required to contain the name of each person who has been a member of the committee of management of the reporting unit at any time during the reporting period, and the period for which he or she held such a position - refer regulation 159(c) of the *Fair Work (Registered Organisations) Regulations 2009*.

The Operating Report should have provided the positions which members of the committee of management held during the reporting period.

Should you wish to discuss any of the matters raised in this letter, I may be contacted on (03) 8661 7993 or by email at larry.powell@fwa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'L Powell', with a large, stylized flourish at the end.

Larry Powell
Tribunal Services and Organisations



ARTIO

Australian Road Transport
Industrial Organisation

ABN: 63734697902

The General Manager
Fair Work Australia
GPO Box 1994
MELBOURNE VIC 3000

8 February 2010

By email: riateam3@fwa.gov.au

Att: Larry Powell

Dear Larry

RE: ARTIO Financial statements for 2008/2009

Please find attached financial statements for ARTIO for the 2008/2009 year. These statements along with the supporting paperwork were presented to a Committee of Management meeting on 3 February and then referred to the Auditor with the necessary paperwork. The auditor approved the full accounts and these were then accepted, along with the Auditor's Report, by the Committee of Management.

As you would be aware, following the alterations to our rules in 2009 there is no longer any requirement to have them accepted and approved at a general meeting of members. The accounts were made available to members from 3 February.

Please contact Paul Ryan on 0415331031 if you require any further information.

Yours Faithfully

PHILIP LOVEL
Acting Secretary/Treasurer

- **ARTIO** PO Box 5, South Melbourne, Victoria, 3205 T 03 9646 8590 F 03 9646 8596 E reception@vta.com.au
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- **ARTIO QLD** PO Box 325, Stones Corner, Queensland, 4120 T 07 3394 4388 F 07 3397 9324 E admin@qta.com.au
- **ARTIO NSW** PO Box 277, Hurstville, New South Wales, 2220 T 02 9579 2333 F 02 9579 2333 E hughmc@artionsw.com.au
- **ARTIO WA** 239 Star St, Westpool, Western Australia 6106 T 08 9355 3022 F 08 9355 3122 E reception@transportforumwa.com.au
- **ARTIO TAS** PO Box 728, Riverside, Tasmania 7250 T 0409 274 482 E ed@tta.org.au



Australian Road Transport
Industrial Organisation

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Yours Faithfully

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AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION
OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2009

Principal Activities

The principal activities of the Association during the financial year were to promote, protect and advance the interests of its members through the maintenance of AIRC Awards, the development of EBA's and representation of members in various state and federal industrial courts and commissions.

Results of Principal Activities

The Association's principal activities resulted in maintaining and improving the position of its members within the Industrial Relations framework.

Significant Changes in Nature of Principal Activities

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

Significant Changes in Association's Financial Affairs

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Association.

Trustee or Director of Trustee Company of Superannuation Entity or Exempt Public Sector Superannuation Scheme

The following officers of the Association held reserved positions in the following entities:

Peter Garske, Philip Lovel, Robin Phillips, Hugh McMaster and Ian King are Directors of TWU Superannuation Nominees Pty Ltd, a trustee company that is the trustee of the TWUSUPER.

Number of Members

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 441.

Rights of Members to Resign

Any member has the right to resign from Association in accordance with the provisions of Rule 11 of the organisation's rules which states:

"11 - WITHDRAWAL FROM MEMBERSHIP

- (1) A member of the Organization may resign from membership by written notice addressed and delivered to the Secretary/Treasurer of the Branch of which he is a member. A notice shall be taken to have been received by the Organization when it is so delivered.
- (2) A notice of resignation from membership of the Organization takes effect:

- (a) where the member ceases to be eligible to become a member of the Organization;
 - (i) on the day on which the notice is received by the Organization; or
 - (ii) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;

whichever is later; or

- (b) in any other case
 - (i) at the end of two (2) weeks after the notice is received by the Organization; or
 - (ii) on the day specified in the notice;

whichever is later

- (3) A notice of resignation that has been received by the Organization is not invalid because it was not addressed and delivered in accordance with Rule 11(1).
- (4) A resignation from membership of the Organization is valid even if it is not effected in accordance with this section if the member is informed in writing by or on behalf of the Organization that the resignation has been accepted.”

Number of Employees

The Organisation has no direct employees and services are provided through an external consultant to the equivalent of 0.3 of a full time equivalent employee.

Members of Committee of Management

The persons who held office as members of the Committee of Management of the Association at the beginning of the financial year and throughout that year were:

Ian King
Peter Garske
Philip Lovel
Robin Phillips
Hugh McMaster



Philip Lovel
Secretary/Treasurer

Date: 3 February 2010

Committee of Management Statement

On 3 February 2010 the Committee of Management of the Australian Road Transport Industrial Organization passed the following resolution to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2009:

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 reporting unit 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 reporting unit 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 reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) as the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) no request of a member of the reporting unit or Registrar was made under section 272 of the RAO Schedule; and
 - (vi) there has been no order for inspection of financial records made by the Commission under s. 273 of the RAO Schedule

For Committee of Management: ***Philip Lovel***

Title of Office held: Secretary/Treasurer



Signature:

Date: 3 February 2010

Certificate of Secretary or other Authorised Officer
s268 of Schedule 1B Workplace Relations Act 1996

I **Philip Lovel** being the *Secretary/Treasurer* of the Australian Road Transport Industrial Organization 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 (which includes the Auditor's Report and the Operating Report) was provided to members on *and from 3 February 2010*; and
- that the full report, was presented to and accepted by the Committee of Management on 3 February in accordance with Rule 35A of the Organisation's rules.



Signature

Date: 3 February 2010

RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:

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

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
JUNE 30, 2009**

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2009

	2009 \$	2008 \$
INCOME		
Consulting fees	24,000	24,000
OTHER INCOME		
Branch Fees	55,693	35,600
Sundry Income	5,000	45
	<u>60,693</u>	<u>35,645</u>
	<u>84,693</u>	<u>59,645</u>
EXPENSES		
Accountancy	1,435	1,220
Bank Charges	128	321
Consultants Fees	65,200	50,200
General Expenses	396	-
Insurance	420	-
Legal & Professional Fees	12,520	7,614
Licences and Registrations	1,200	-
Postage	143	-
Printing & Stationery	102	-
Travelling Expenses	1,723	658
	<u>83,267</u>	<u>60,013</u>
Profit (Loss) before income tax	<u><u>1,426</u></u>	<u><u>(368)</u></u>

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2009

	Retained earnings (Accumulated losses)	Total
Note	\$	\$
Profit attributable to members	(368)	(368)
Balance at 30 June 2008	<u>(368)</u>	<u>(368)</u>
Profit attributable to members	1,426	1,426
Balance at 30 June 2009	<u>1,058</u>	<u>1,058</u>

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

BALANCE SHEET AS AT 30 JUNE 2009

	Note	2009 \$	2008 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents		26,938	44,317
Trade and other receivables		9,172	5,623
TOTAL CURRENT ASSETS		36,110	49,940
TOTAL ASSETS		36,110	49,940
LIABILITIES			
CURRENT LIABILITIES			
Trade Creditors		9,508	6,364
Other Creditors		-	(72)
Receipts in Advance		24,000	38,400
GST on supplies		1,132	5,200
Bank Overdraft		-	4
TOTAL CURRENT LIABILITIES		34,640	49,896
TOTAL LIABILITIES		34,640	49,896
NET ASSETS		1,470	44
MEMBERS' FUNDS			
Retained earnings		1,470	44
TOTAL MEMBERS' FUNDS		1,470	44

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2009**

	Note	2009	2008 \$
Cash flows from operating activities			
Receipts from members and customers		57,053	103,281
Payments to trade creditors, other suppliers and employees		<u>(74,428)</u>	<u>(62,244)</u>
Net cash flow from operating activities	(b)	<u>(17,375)</u>	<u>41,037</u>
Cash flow from investing activities			
Payments for property, plant and equipment		<u>0</u>	<u>0</u>
Net cash (used in) investing activities		<u>0</u>	<u>0</u>
Cash flows from financing activities			
Advances Repaid		0	0
Advance Made		<u>0</u>	<u>0</u>
Net cash flows from financing activities		<u>0</u>	<u>0</u>
Net increase/(decrease) in cash held		(17,375)	41,037
Cast at beginning of the financial year		<u>44,313</u>	<u>3,276</u>
Cash at the end of the financial year	(a)	<u><u>26,938</u></u>	<u><u>44,313</u></u>
a) Reconciliation of Cash			
Cash at Bank/on hand		26,938	44,313
Short Term Deposits		<u>0</u>	<u>0</u>
		<u>26,938</u>	<u>44,313</u>
b) Reconciliation of Net Cash Flows for Operating Activities to Operating Surplus (Deficit) After Income Tax			
Operating Surplus/Deficit		1,426	(368)
Increase / (Decrease) in Amounts Payable		(15,252)	46,992
(Increase) / Decrease in Receivables		(3,549)	(5,587)
Net Cash Inflow (Outflow) from Operating Activities		<u><u>(17,375)</u></u>	<u><u>41,037</u></u>

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS AS AT 30TH JUNE, 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This financial report covers Australian Road Transport Industrial Organisation as an individual entity..

Basis of Preparation

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, mandatory reporting requirements and the Workplace Relations Act 1996.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of this financial report are presented below and have been consistently applied unless otherwise stated.

The financial report has been prepared on an accruals basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The accounting policies adopted are consistent with those of the previous year unless otherwise stated.

Income Tax Expense

The organisation is registered as an “Industrial Organisation” and has an exemption from income tax under Section 23(f) of the Income Tax Assessment Act.

Property, Plant and Equipment

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

Plant and equipment

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 directors to ensure it is not in excess of the recoverable amount from 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.

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS AS AT 30TH JUNE, 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Depreciation

The depreciable amount of all fixed assets, including buildings and capitalised lease assets, is depreciated on a straight-line basis over the asset's useful life 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.

Financial instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the organisation commits itself to either purchase or sell the asset.

Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to profit or loss immediately.

Impairment of Assets

At each reporting date, the organisation reviews the carrying values of its tangible and intangible 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 asset's carrying value over its recoverable amount is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the organisation estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Cash and Cash Equivalents

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

Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Any consideration deferred is treated as the provision of finance and is discounted at a rate of interest that is generally accepted in the market for similar arrangements. The difference between the amount initially recognised and the amount ultimately received is interest revenue.

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS AS AT 30TH JUNE, 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

Revenue from the provision of membership subscriptions is recognised on an accrual basis over the financial year.

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

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 Tax 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.

Comparative Figures

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

2. INFORMATION PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, as amended, the attention of Members is drawn to the provisions of Sub-Sections (1), (2) and (3) of Section 272 which reads as follows:-

- (1) A member of a reporting unit, or a Registrar, 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).

Anderson & Associates

Incorporating John W. Whitworth & Associates

Certified Practising Accountants

AUDITORS REPORT

TO THE MEMBERS:

AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION

Scope

We have audited the accompanying accounts being the Operating Report, Committee of Management Statement, Income Statement, Balance Sheet, Statement of Cash Flows and notes to and forming part of the accounts of Australian Road Transport Industrial Organisation for the year ended 30th June, 2009. The organisation's officers are responsible for the preparation and presentation of the accounts and the information they contain. We have conducted an independent audit of these accounts in order to express an opinion on them to the members of the organisation.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the accounts are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the accounts are presented fairly in accordance with Accounting Standards, statutory requirements and mandatory professional reporting requirements so as to present a view which is consistent with our understanding of the financial position and the results of its operation.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion:

- (i) the organisation maintained satisfactory accounting records detailing the sources and nature of income (including income from members) and the nature and purpose of expenditure;
- (ii) in accordance with Section 257(2) of the Workplace Relations Act 1996 we were provided with access to all necessary records and documents and received satisfactory explanations from the organisation's officers and employees where necessary; and
- (iii) the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements in Australia and the requirements of Schedule 1:-
 - the financial position of the organisation as at 30th June, 2009, and
 - the results of its operations and cash flows for the year then ended.

ANDERSON & ASSOCIATES



JOHN V. ANDERSON CPA
Registered Company Auditor
Signed at Ringwood 3rd February 2010

Suite 102
17 Heatherdale Road
Ringwood Vic 3134
Phone: +61 3 9872 5544
Fax: +61 3 9872 5588

frontdesk@anderson-assoc.com.au
www.anderson-assoc.com.au

Unit 1
42-50 Stud Road
Bayswater Vic 3153
Phone: +61 3 9720 5133
Fax: +61 3 9872 5588

All correspondence to: PO Box 438 Ringwood Vic 3134