



FAIR WORK  
AUSTRALIA

6 April 2010

Mr Matteo Pignatelli  
President  
The Restaurant and Catering Association of Victoria

email: [info@rca.asn.au](mailto:info@rca.asn.au)

Dear Mr Pignatelli

**Re: Financial Report for The Restaurant and Catering Association of Victoria for year ended 31 December 2009 – FR2009/10273**

I acknowledge receipt of the financial report for The Restaurant and Catering Association of Victoria (the Association) for the year ended 31 December 2009 and the revised Committee of Management statement. The report was lodged with Fair Work Australia on 24 March 2010 and the statement was received on 1 April 2010.

The financial report has now been filed.

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

Yours sincerely

Kevin Donnellan  
Tribunal Services and Organisations  
Fair Work Australia  
Email: [kevin.donnellan@fwa.gov.au](mailto:kevin.donnellan@fwa.gov.au)

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

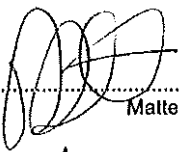
## Committee of Management Statement

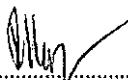
On 24 February 2010 the Committee of Management of the Restaurant & Catering Association of Victoria passed the following resolution in relation to the general purpose financial report (GPFR) of the Restaurant & Catering Association of Victoria for the financial year ended 31 December 2009.

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 Fair Work Australia
- c) the financial statements and notes gives a true and fair view of the financial performance, financial position and cash flows of the association for the financial year to which they relate
- d) there are reasonable grounds to believe that the association will be able to pay its debts as and
- e) during the financial year to which the GPFR relates and since the end of the year:
  - i) meetings of the committee of management were held in accordance of the rules of the association;
  - ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the association;
  - iii) the financial records of the reporting units have been kept and maintained in accordance with the RAO Schedule and RAO Regulations;
  - iv) the organization did not consist of more than one reporting unit;
  - iv) no requests have been made from any members of the association or a Registrar under section 272 of the RAO schedule during the period; and
  - v) no orders have been made by the Commission under section 273 of the RAO Schedule during the period.

Signed in accordance with a resolution of the Members of the Committee of Management:

President .....  
  
Matteo Pignatelli

Treasurer.....  
  
Richard Harper

Dated: 24 February 2010

**DONNELLAN, Kevin**

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**From:** Todd Blake [todd@rcv.asn.au]  
**Sent:** Thursday, 1 April 2010 11:55 AM  
**To:** DONNELLAN, Kevin  
**Subject:** RE: FR2009/10273 - Financial year ended 31 December 2009 - The Restaurant and Catering Association of Victoria  
**Attachments:** Annual Return 2010.pdf

Dear Kevin

Please find attached updated version of the RCV return.

Thanks for your help in relation to this process

Kind Regards

Todd Blake  
Chief Executive



**Restaurant & Catering Victoria**

Suite 5, 84 Church Street  
Richmond VIC 3121  
P: 03 9654 5866  
F: 03 9654 5286  
M: 0414 422 755  
E: todd@rcv.asn.au  
www.rcv.asn.au

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**From:** DONNELLAN, Kevin [mailto:Kevin.Donnellan@fwa.gov.au]  
**Sent:** Wednesday, 31 March 2010 1:35 PM  
**To:** todd@rcv.asn.au  
**Subject:** FR2009/10273 - Financial year ended 31 December 2009 - The Restaurant and Catering Association of Victoria

Hello Todd, as discussed:

**Committee of Management Statement**

The Committee of Management Statement (the Statement) contains declarations by the Committee in accordance with item 25 of the Reporting Guidelines of the General Manager (the Guidelines). The declarations contained in item 25(e) are partially listed in the Statement but are not listed in full as required by the Guidelines. Could the Association provide a revised Statement listing the all of the items in 25(e)(i) to (vi) in full. I have attached a copy of the lodged statement and a link to a draft Statement which the Association may wish to use -

[http://www.airc.gov.au/registered/FR/Sample\\_Committee\\_of\\_Management\\_Statement.doc](http://www.airc.gov.au/registered/FR/Sample_Committee_of_Management_Statement.doc).

Regards

**KEVIN DONNELLAN**  
Tribunal Services and Organisations

**Fair Work Australia**  
Tel: 03 8661 7764  
Fax: 03 9655 0410  
[kevin.donnellan@fwa.gov.au](mailto:kevin.donnellan@fwa.gov.au)

6/04/2010



24 March 2010

Larry Powell  
Fair Work Australia  
11 Exhibition Street  
MELBOURNE VIC 3000

Dear Sir,

Re: **Lodgement of Reports Relating to the Financial Year  
Ended 31 December 2009 – The Restaurant and Catering  
Association of Victoria - FR 2009/10273**

As per the requirements of the Fair Work (Registered Organisations)  
Act 2009 the following documents are submitted to the Australian  
Industrial Registry:

- General Purpose Financial Report
- Auditors Report
- Operating Report by the Committee of Management
- Certificate of Secretary or other Authorised Officer

Please do not hesitate to contact our Director, Todd Blake on 9654  
5866 or at [todd@rcv.asn.au](mailto:todd@rcv.asn.au) should you require any additional  
information or clarification.

Yours sincerely

Matteo Pignatelli  
President

Major  
Sponsor



Corporate  
Partners



## Certificate of Secretary or other Authorised Officer

### Fair Work (Registered Organisations) Act 2009

I, Matteo Pignatelli, being the President of The Restaurant and Catering Association of Victoria certify:

- that the documents lodged herewith are copies of the full report referred to in the RO Act; and
- that the full report was provided to members of the Management Committee on 24 February 2010 at the first meeting. The full report was posted onto the website of The Restaurant and Catering Association of Victoria ([www.rcv.asn.au](http://www.rcv.asn.au)) and members advised in writing of its availability and
- that the full report was presented to a general meeting (the second meeting) of members of The Restaurant and Catering Association of Victoria on 23 March 2010 in accordance with RO Act.

Major  
Sponsor



Corporate  
Partners



Signed:



Matteo Pignatelli  
President

Dated this: 24th day of March 2010

**Restaurant & Catering Association of Victoria  
ABN: 31 739 604 819  
Financial Statements  
For the Year Ended 31 December 2009**

# **Restaurant & Catering Association of Victoria**

ABN: 31 739 604 819

For the Year Ended 31 December 2009

## **CONTENTS**

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# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

Operating Report by the Committee of Management

31 December 2009

Your committee members submit the financial report of the Restaurant & Catering Association of Victoria for the financial year ended 31 December 2009.

## 1. General information

### (a) Committee Members

The names of committee members throughout the year and at the date of this report are:

Matteo Pignatelli - President	Victoria Wilson - Vice President
Frank Wilden - Vice President	Richard Harper - Treasurer
Ros Harvey	Walter Wagner
Olivier Normandin	Rod Barbey (appointed 24 March 2009)
Mark Haynes (appointed 24 March 2009)	Leslye Thies (appointed 24 March 2009)
George Sykiotis (appointed 24 March 2009)	Steven Mercer (appointed 24 March 2009)
Christine Yong (appointed 24 March 2009)	Rudi Winkler (appointed 1 December 2009)
Melissa Faulkner (appointed 1 December 2009)	Maurice Santucci (appointed 24 March 2009, resigned 20 October 2009)
Lorraine Young (appointed 24 March 2009, resigned 5 May 2009)	Murphy Aneja (resigned 24 March 2009)
Dure Dara OAM (resigned 24 March 2009)	Jai Anand (resigned 24 March 2009)
Gary Mehigan (resigned 24 March 2009)	John Chalker (resigned 24 March 2009)
Oron Raviv (resigned 24 March 2009)	Andrew Blake (resigned 24 March 2009)
Gian Blundo (resigned 24 March 2009)	

### (b) Principal Activities

The principal activities of the association during the financial year was representing the interests of its members in the restaurant and catering industry.

### (c) Significant Changes

No significant change in the nature of these activities occurred during the year.

## 2. Operating Result

The surplus/(deficit) of the association for the financial year amounted to \$ (468) (2008: \$52,461).



# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

Operating Report by the Committee of Management

31 December 2009

## 3. After balance date events

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the association, the results of those operations or the state of affairs of the association in future financial years.

## 4. Numbers of Members

The association had 1105 members and 86 associate members (2008: 1107 members and 79 associate members) at the financial year end.

## 5. Number of Employees

The association had 12 (2008: 5) employees at financial year end.

## 6. Trustees of Superannuation Funds

No officer or member of the Committee of Management was a:

- (i) trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- (ii) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme.

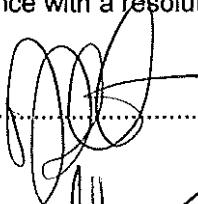
Where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation-see section (2) (d) of Schedule 1 of the Fair Work (Registered Organisations) Act 2009.

## 7. Members right to resign

Rule 10 of the Association's rules sets out the rights of members in relation to resignation or termination of membership. The rule details the process members must follow in order to resign their membership, the related date membership would cease and the right of the Association to recover any dues payable. The rule also sets out the circumstances in which membership may be terminated by the Association and members rights to appeal these circumstances

Signed in accordance with a resolution of the Members of the Committee:

President: .....



Matteo Pagnatelli

Treasurer: .....

Richard Harper

Dated: 24 February 2010

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Committee of Management Statement

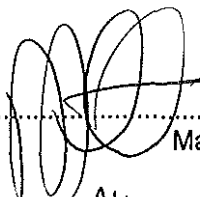
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- b) the financial statements and notes comply with the reporting guidelines of Fair Work Australia
- c) the financial statements and notes gives a true and fair view of the financial performance, financial position and cash flows of the association for the financial year to which they relate
- d) there are reasonable grounds to believe that the association will be able to pay its debts as and
- e) during the financial year to which the GPFR relates and since the end of the year:
  - i) meetings of the committee of management were held in accordance of the rules of the
  - ii) the financial affairs of the reporting unit have been managed in accordance with the
  - iii) the financial records of the reporting units have been kept and maintained in accordance
  - iv) no requests have been made from any members of the association or a Register under
  - v) no orders have been made by the Commission under section 273 of the Fair Work

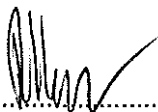
Signed in accordance with a resolution of the Members of the Committee of Management:

President .....



Matteo Pignatelli

Treasurer.....



Richard Harper

Dated: 24 February 2010

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Statement of Comprehensive Income

For the Year Ended 31 December 2009

	Note	2009 \$	2008 \$
Revenue	2	899,628	948,708
Employee benefits expense		(438,884)	(399,497)
Depreciation, amortisation and impairments		(13,795)	(10,875)
Professional Fees		(24,315)	(45,673)
Occupancy Expenses		(147,564)	(159,643)
Printing, Postage & Stationery		(78,633)	(67,781)
Functions & Events		(110,470)	(113,017)
Advertising & Promotion		(10,958)	(10,685)
Restaurant & Catering Australia Expenses		(44,218)	(49,147)
Consultancy Expenses		(120)	(8,489)
Other expenses		(31,139)	(31,440)
<b>Net surplus/(deficit)</b>		<b>(468)</b>	<b>52,461</b>
Other comprehensive income		-	-
<b>Total comprehensive income</b>		<b>(468)</b>	<b>52,461</b>

The accompanying notes form part of these financial statements

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Statement of Financial Position

31 December 2009

	Note	2009 \$	2008 \$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	4	411,282	367,311
Trade and other receivables	5	108,061	93,231
Other assets	6	3,922	32,917
<b>Total current assets</b>		<b>523,265</b>	<b>493,459</b>
<b>Non-current assets</b>			
Property, plant and equipment	7	84,515	64,427
Intangible assets	8	12,608	16,070
Other assets	6	14,517	39,331
<b>Total non-current assets</b>		<b>111,640</b>	<b>119,828</b>
<b>TOTAL ASSETS</b>		<b>634,905</b>	<b>613,287</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Trade and other payables	9	93,561	70,818
Short-term provisions	11	21,645	15,269
<b>Total current liabilities</b>		<b>115,206</b>	<b>86,087</b>
<b>Non-current liabilities</b>			
Other long-term provisions	11	1,082	2,985
Rent free period liability	10	20,093	25,223
<b>Total non-current liabilities</b>		<b>21,175</b>	<b>28,208</b>
<b>TOTAL LIABILITIES</b>		<b>136,381</b>	<b>114,295</b>
<b>NET ASSETS</b>		<b>498,524</b>	<b>498,992</b>
<b>EQUITY</b>			
Issued capital		12,260	12,260
Retained earnings		486,264	486,732
<b>TOTAL EQUITY</b>		<b>498,524</b>	<b>498,992</b>

The accompanying notes form part of these financial statements

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Statement of Changes in Equity

For the Year Ended 31 December 2009

2009		Retained Earnings	Total
		\$	\$
Balance at 1 January 2009		498,992	498,992
Surplus/(deficit) attributable to members		(468)	(468)
Balance at 31 December 2009		498,524	498,524

2008		Retained Earnings	Total
		\$	\$
Balance at 1 January 2008		446,531	446,531
Surplus/(deficit) attributable to members		52,461	52,461
Balance at 31 December 2008		498,992	498,992

The accompanying notes form part of these financial statements

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Statement of Cash Flows

For the Year Ended 31 December 2009

	Note	2009 \$	2008 \$
<b>Cash from operating activities:</b>			
Receipts from customers		378,962	458,922
Other receipts		441,161	369,161
Interest received		14,675	26,803
Payments to suppliers and employees		(835,888)	(854,193)
<b>Net cash provided by (used in) operating activities</b>	12	<u>(1,090)</u>	<u>693</u>
 <b>Cash flows from investing activities:</b>			
Proceeds from sale of investment		50,000	50,000
Rental Bonds		25,483	(15,075)
Purchase of intangible asset - database		-	(17,310)
Purchase of plant and equipment		(30,422)	(65,290)
<b>Net cash provided by (used in) investing activities</b>		<u>45,061</u>	<u>(47,675)</u>
 <b>Net increase (decreases) in cash held</b>		<b>43,971</b>	<b>(46,982)</b>
Cash at beginning of financial year		<u>367,311</u>	<u>414,293</u>
<b>Cash at end of financial year</b>	12	<u><u>411,282</u></u>	<u><u>367,311</u></u>

The accompanying notes form part of these financial statements

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 1 Statement of Significant Accounting Policies

#### (a) General information

The financial report is a general purpose financial report that has been prepared in accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, applicable Accounting Standards and other mandatory professional reporting requirements. The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non current assets. The accounting policies have been consistently applied unless otherwise stated.

#### (b) Statement of Compliance IFRS

The financial report complies with Australian Accounting Standards which include Australian equivalents to International Financial Reporting Standards (AIFRS). Compliance with AIFRS ensures that the financial report, comprising of the financial statements and notes thereto, complies with International Financial Reporting Standards (IFRS).

#### (c) Revenue

Subscriptions from members are accounted for on a receipts basis rather than an accruals basis as allowed under the Fair Work (Registered Organisations) Act 2009.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Dividend revenue is recognised when the right to receive a dividend has been established.

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

#### (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 shown within short-term borrowings in current liabilities on the statement of financial position.

#### (e) Property, Plant and Equipment

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

##### (i) Depreciation

The depreciable amount of all fixed assets, is depreciated on a straight-line or diminishing-value basis over their useful lives commencing from the time the asset is held ready for use.

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 1 Statement of Significant Accounting Policies continued

#### (e) Property, Plant and Equipment continued

##### (ii) Method and rates

The depreciation rates used for each class of depreciable asset are:

<i>Class of Fixed Asset</i>	
Plant & Equipment	4 - 67%
Furniture, Fixtures & Fittings	10 - 40%
Leasehold Improvements	2.5%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date.

#### (f) Employee Benefits

Provision is made for the association's 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 present value of the estimated future cash outflows to be made for those benefits. Those cashflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cashflows.

#### (g) 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 statement of financial position 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.



# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 2 Revenue

	2009	2008
	\$	\$
Membership fees	434,094	393,274
Sponsorship income	73,366	102,673
Advertising revenue	42,326	26,605
Events & Functions	135,433	110,304
Project revenue	88,603	53,696
Commission received	80,457	57,942
Interest received	14,675	26,803
Other revenue	30,674	177,411
	<u>899,628</u>	<u>948,708</u>

### 3 Profit from Ordinary Activities

Profit (losses) from ordinary activities have been determined after:

#### (a) Expenses

Depreciation of non current assets	10,333	9,635
Remuneration of the auditors for - audit or review services	10,000	9,700
Affiliation fees or subscriptions to political parties or industrial bodies	1,753	1,609
Employee benefits to employees (other than holders of office)	438,884	399,732
Legal Costs	-	14,077

#### (b) Significant Revenue and Expenses

The following significant revenue and expense items are relevant in explaining the financial performance:

Revenue:		
Disposal of shares in Hospitality Training Victoria Pty Ltd	-	100,000

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

Notes to the Financial Statements

For the Year Ended 31 December 2009

## 4 Cash and Cash Equivalents

	2009	2008
	\$	\$
Cash on hand	200	200
Cash at bank	411,082	367,111
	<u>411,282</u>	<u>367,311</u>

## 5 Trade and Other Receivables

Trade receivables	96,836	29,355
Other receivables	11,225	63,876
	<u>108,061</u>	<u>93,231</u>

## 6 Other Assets

### CURRENT ASSETS

Prepayments	3,922	7,024
Rental Bond	-	25,893
	<u>3,922</u>	<u>32,917</u>

### NON-CURRENT ASSETS

Rental Bond	14,517	14,108
Rent free period asset	-	25,223
	<u>14,517</u>	<u>39,331</u>

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 7 Property, Plant and Equipment

	2009 \$	2008 \$
Plant and equipment		
At cost	32,761	25,346
Accumulated depreciation	(15,809)	(10,479)
Total plant and equipment	16,952	14,867
Furniture, fixture and fittings		
At cost	35,866	22,580
Accumulated depreciation	(6,569)	(2,528)
Total furniture, fixture and fittings	29,297	20,052
Leasehold Improvements		
At cost	39,281	29,561
Accumulated depreciation	(1,015)	(53)
Total leasehold improvements	38,266	29,508
<b>Total property, plant and equipment</b>	<b>84,515</b>	<b>64,427</b>

### 8 Intangible Assets

Database software		
Cost	17,310	17,310
Accumulated amortisation and impairment	(4,702)	(1,240)
<b>Total Intangibles</b>	<b>12,608</b>	<b>16,070</b>

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 9 Trade and Other Payables

	2009	2008
	\$	\$
CURRENT		
Unsecured liabilities		
Trade payables	30,435	40,707
Sundry Creditors and Accruals	63,126	30,111
	<u>93,561</u>	<u>70,818</u>

### 10 Other Liabilities

NON-CURRENT		
Rent free period liability	20,093	25,223
	<u>20,093</u>	<u>25,223</u>

### 11 Provisions

Employee entitlements (Current)	21,645	15,269
Employee entitlements (Non-current)	1,082	2,985
	<u>22,727</u>	<u>18,254</u>

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 12 Cash Flow Information

#### (a) Reconciliation of cash

	2009 \$	2008 \$
Cash at the end of the financial year as shown in the cash flow statement is reconciled to items in the balance sheet as follows:		
Cash and cash equivalents	<u>411,282</u>	<u>367,311</u>

#### (b) Reconciliation of Cash Flows from Operations with Profit

Net income/loss for the period	(468)	52,461
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit		
Depreciation	13,795	10,875
Assets written off	-	2,382
Changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries		
(Increase)/decrease in receivables	(55,133)	7,706
(Increase)/decrease in other receivables	(9,698)	(101,528)
(Increase)/decrease in prepayments	3,103	(4,988)
(Increase)/decrease in rent free period asset	25,223	(25,223)
Increase/(decrease) in payables and accruals	22,745	34,020
Increase/(decrease) in provisions	4,473	(235)
Increase /(decrease) in other liabilities	(5,130)	25,223
Cashflow from operations	<u>(1,090)</u>	<u>693</u>

### 13 Financial Instruments

#### Financial Risk Management Policies

The association's financial instruments consist mainly of deposits with banks, accounts payable and accounts receivable.

#### Liquidity Risk

The association manages liquidity risk by monitoring forecast cash flows particularly in relation to membership fees, sponsorship and commission income.

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 13 Financial Instruments continued

#### Membership income:

Over the past two years member numbers have been increasing and the related income increased an average of 13% per annum. If this trend continued, income for the next financial year would likely increase by \$56,432. Similarly, membership might decline and every 5% decline is roughly equivalent to \$21,704 of income.

#### Sponsorship income:

Sponsorship income reduced this year due to the general financial crisis and this will hopefully reverse given the now strengthening economy. Sponsorships are confirmed using a formal sponsorship contract.

#### Commission income:

Over the past three years commission income has increased but that increase has been volatile particularly in 2007. The main contributor is OAMPS which provides commission in relation to insurance products sold throughout the membership base. Commissions from OAMPS in 2009 totaled \$52,940. In 2009 OAMPS are in the first year of a five years trailing commission agreement, which in part is supported by business derived from the Hospitality Purchasing Network, all other commissions are driven by sales generated from the Hospitality Purchasing Network and are underpinned by annually renewed contracts.

#### 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 impairment of those assets, as disclosed in the statement of financial position and notes to the financial statements.

#### Trade and other receivables

The association does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the association.

#### Interest rate risk

The Association has not borrowed funds so it is not exposed to interest rate risk except in relation to amounts held as cash at bank. Daily funding is managed with a combination of an at call interest bearing account and a business cheque account. Rates are currently low but the Association is not reliant on interest income for its continuing operations.

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 13 Financial Instruments continued

The association's exposure to interest rate risk, which is the risk that a financial instruments value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on classes of financial assets and financial liabilities, is as follows:

	Weighted Average Effective Interest Rate		Floating Interest Rate		Maturing within 1 Year		Non-interest Bearing		Total	
	2009	2008	2009	2008	2009	2008	2009	2008	2009	2008
	%	%	\$	\$	\$	\$	\$	\$	\$	\$
<b>Financial Assets:</b>										
Cash and cash equivalents	0.05	0.05	38,868	32,089	-	-	200	1,175	39,068	33,264
Short term deposits	6.80	5.00	-	-	372,214	333,847	-	-	372,214	333,847
Receivables	-	-	-	-	-	40,000	108,061	80,883	108,061	120,883
<b>Total Financial Assets</b>			<b>38,868</b>	<b>32,089</b>	<b>372,214</b>	<b>373,847</b>	<b>108,261</b>	<b>82,058</b>	<b>519,343</b>	<b>487,994</b>
<b>Financial Liabilities:</b>										
Trade and sundry payables	-	-	-	-	-	-	93,562	70,818	93,562	70,818
<b>Total Financial Liabilities</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>93,562</b>	<b>70,818</b>	<b>93,562</b>	<b>70,818</b>

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

## Notes to the Financial Statements

For the Year Ended 31 December 2009

### 14 Related Party Transactions

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

### 15 Capital and Leasing Commitments

#### Operating Lease Commitments

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

Payable - minimum lease payments

	2009	2008
	\$	\$
- not later than 12 months	52,971	29,925
- between 12 months and 5 years	163,684	221,058
	<u>216,655</u>	<u>250,983</u>

### 16 Information to be provided to Members or the Registrar

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, as amended, the attention of members is drawn to the provisions of sub-sections (1), (2), and (3) of Section 272 of Part 3 of Chapter 8, which reads as follows:

(1) A member of an organisation, 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 sub-section (1).



# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

**Independent Audit Report to the members of Restaurant & Catering Association of Victoria**

**Report on the Financial Report**

We have audited the accompanying financial report of Restaurant & Catering Association of Victoria, which comprises the statement of financial position as at 31 December 2009, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended that date a summary of significant accounting policies, other explanatory notes and the committee of management statement.

## Directors' Responsibility for the Financial Report

The Committee of Management is responsible for the preparation and fair presentation of the financial report in accordance with the Fair Work (Registered Organisations) Act 2009. This responsibility includes: designing, implementing 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 association's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee of Management, as well as evaluating the overall presentation of the financial report.

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

# Restaurant & Catering Association of Victoria

ABN: 31 739 604 819

Independent Audit Report to the members of Restaurant & Catering Association of Victoria

## Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements and *section 257 of the Fair Work (Registered Organisations) Act 2009*.

## Auditor's Opinion

In our opinion the general purpose financial report of Restaurant & Catering Association of Victoria for the year ended 31 December 2009 presents fairly in accordance with applicable Australian Accounting Standards, the requirements imposed by Part 3 of Chapter 8 of Schedule 1 of the Fair Work (Registered Organisations) Act 2009, and other mandatory professional reporting requirements in Australia.

WHK HORWATH MELBOURNE



Peter Sexton CA  
Partner

Registered company auditor number: 85044

Dated: 24 February 2010