



**Australian Government**  
**Australian Industrial Registry**

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**Ref: FR2007/264-[108V-NT1]**

Ms Irene Monro  
Branch Secretary  
Liquor, Hospitality and Miscellaneous Union-  
Northern Territory Branch  
GPO Box 32  
DARWIN NT 0801

Dear Ms Monro

**Financial Return - year ending 30 June, 2007**

Our records show the organisation's financial year ended recently. This letter outlines some of the things you must do to meet your financial reporting obligations and when you have to do them. For simplicity, we will call the documents you have to lodge with us your *financial return*.

This letter is intended as guide to the law applicable on the date of this letter, and should not be used as a substitute for legal or accounting advice. We only summarise some of the reporting requirements in this letter. More detailed information is at the end of this letter.

**Information on AIRC Website**

We recommend you and your accountant/auditor also refer to the following documents on the Commission's website at [www.airc.gov.au](http://www.airc.gov.au):

- RAO Schedule
- RAO Regulations
- Registrar's Reporting Guidelines - All GPFR's must comply with these Guidelines. Please note that the Guidelines set out requirements that are *in addition* to those required by the Australian Accounting Standards.
- RAO Fact Sheets - These Fact Sheets explain the requirements of the RAO Schedule - many of them deal with financial reporting matters.

**Reporting Unit**

Under the provisions of the Registration and Accountability of Organisations Schedule (RAO), Schedule 1 of the *Workplace Relations Act 1996*, reporting entities are known as "*reporting units*". Where an organisation is **not** divided into branches the reporting unit is the whole of the organisation. Where an organisation **is** divided into branches each branch will be a reporting unit unless the Industrial Registrar has determined a division of the organisation into reporting units on an alternative basis. We can discuss this with you if you need more information.

For simplicity, we will use the term "reporting unit" in this letter.

## Industrial Registrar's Guidelines

The Industrial Registrar's reporting guidelines set out certain disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the Workplace Relations Act.

The disclosure requirements prescribed by the reporting guidelines are directed towards providing members of the reporting unit with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the reporting unit. In addition, the reporting guidelines seek to improve the quality of information available to users of the financial report about the reporting unit's economic support of, or economic dependency on, other reporting units of the organisation.

### Timeline Planner and Checklist

We have attached a Timeline/Planner (*Attachment A*) to help you **plan** your financial return and carry out all the necessary steps. We have also attached a Document Checklist (*Attachment B*) to **check** your documents before lodging them in the Registry. Both documents are abbreviated summaries of the relevant provisions of the RAO Schedule, RAO Regulations and the Industrial Registrar's Reporting Guidelines.

In the following section we describe some of the documents your reporting unit must prepare and the sequence of their preparation and completion.

### Three Reports

Your reporting unit must prepare two reports as soon as practicable after its financial year, which, together with the Auditor's Report, comprise the reporting unit's financial return.

1. **General Purpose Financial Report** - this must comply with the Australian Accounting Standards and the Industrial Registrar's Reporting Guidelines. The GPFR consists of:

(a) Financial Statements containing:

- a profit and loss statement, or other operating statement; and
- a balance sheet; and
- a statement of cash flows; and
- any other statements required by the Australian Accounting Standards; and

(b) Notes to the Financial Statements containing:

- notes required by the Australian Accounting Standards; and
- information required by the Industrial Registrar's *Reporting Guidelines* under section 255 including disclosures related to any recovery of wages activity ; and

(c) Committee of Management Statement as required by the Registrar's Reporting Guidelines (a sample certificate for illustrative purposes is at Attachment C) including declarations related to the recovery of wages activity.

2. **Operating Report** - this report includes a review of your reporting unit's principal activities for the year and other specified information.

Your reporting unit must appoint an auditor to audit the GPFR and to provide:

3. an **Auditor's Report**.

### First Meeting (Committee of Management)

For simplicity, we will call the meeting at which the committee of management first considers the GPFR the first meeting. At the first meeting your committee, if satisfied that all is in order, will resolve to express its opinion on the GPFR and complete a Committee of Management Statement.



## **The Auditor**

After the first meeting, the auditor takes the GPFR and the Committee of Management Statement and prepares a report on the GPFR. In practice, your auditor may have already completed most of his or her examination of your accounts. The auditor may only be waiting on the Committee to pass the required resolution and make the Statement before signing the report the same day.

## **Informing Your Members**

Your reporting unit must provide free of charge to the general membership, copies of the GPFR, the Operating Report and the Auditor's Report. RAO calls these the "full report". Under certain circumstances, your reporting unit can provide a more limited *concise report*.

The reporting unit can meet its obligation to provide copies of the full or concise report to members by publishing the report in a journal that is available to the members free of charge.

A reporting unit may meet this obligation in whole or in part by publication of the report in a journal published on a web site on the Internet dependent on:

- a. the extent of the accessibility of the members of the reporting unit to the Internet; and
- b. that the members are notified by the reporting unit in the usual manner in which it communicates with its members that the report has been so published at a specified Internet address.

The report must be provided within 5 or 6 months from the end of the financial year, depending on the internal arrangements of the organisation for the presentation of its financial reports.

## **The Second Meeting - if it is a General Meeting of Members**

After providing the full report to members it must be presented to a general meeting of members. For simplicity this is referred to as the *second meeting*.

Your reporting unit must always allow a minimum of 21 days for members to receive the full report before presenting it to a general meeting of members (s265(5)). The purpose of the interval is to enable the members to have time to consider the report and, if they wish, to attend the second meeting to discuss it.

If the rules of the organisation permit a general meeting to be a series of meetings held at different locations, the full report may be presented to such a series of meetings. In this case the 'date' of the general meeting is taken to be the date of the last meeting in the series (see s266(2)).

## **The Second Meeting - if it is a Committee of Management Meeting**

If the rules of your organisation contain a provision that allows up to 5% of members to demand a general meeting to be held consider the report (see s266(3)), it is permissible to present the report directly to a Committee of Management meeting.

## **Lodge full report within 14 days of meeting**

You must lodge a copy of the full report and any concise report in the Industrial Registry within 14 days of the second meeting. For your convenience you are encouraged to lodge the material electronically (see eFiling Tab at [www.airc.gov.au](http://www.airc.gov.au)).

The Secretary (or another officer appropriately authorised under the rules of the organisation) must *certify* that the full report is a copy of the one provided to members and presented to the second meeting and provide the date of the meeting (a sample certification for illustrative purposes is at *Attachment D*).

When we receive your return we will check that it includes the information you must provide your members and that you have provided it to them correctly.

## **Complying with time limits**

This letter has outlined some of the steps in preparing and lodging your return. Many of the steps must be completed within fixed time limits.

Failure to complete them in time could make your reporting unit or its officers liable to financial or "civil penalties".

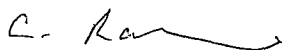
## **Extensions of Time**

We appreciate that sometimes circumstances beyond your reporting unit's control may delay completion of a financial return. If you believe your reporting unit is going to be unable to meet a time limit tell us as soon as you know. We can advise you if the step is one for which you may apply under RAO to the Industrial Registrar for extra time to complete. The maximum extra time allowed can be no more than one month.

## **Contact the Registry**

We encourage you to contact the Registry on (02) 8374 6618 or by e-mail at [belinda.penna@air.gov.au](mailto:belinda.penna@air.gov.au) as early as possible if you believe preparation or lodgment of your return will be delayed or if you have any queries. We can offer you advice on procedures but we cannot give you legal or accounting advice.

Yours sincerely



For Deputy Industrial Registrar...  
18 July, 2007

**TIMELINE/ PLANNER**

Financial reporting period ending:	/ /	
<b>FIRST MEETING:</b> Prepare General Purpose Financial Report (including Committee of Management Statement in accordance with C of M resolution) and Operating Report - s253(1), s254(1)	/ /	as soon as practicable after end of financial year
Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /	within a reasonable time of having received the GPFR
Provide full report free of charge to members.  (a) if the report is to be presented before a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting, or  (b) in any other case including where the report is presented to a Committee of Management meeting, the report must be provided to members within 5 months of end of financial year.  (obligation to provide full report may be discharged by provision of a concise report s265(1))	/ /          / /	
<b>SECOND MEETING:</b> Present full report to:  (a) General Meeting of Members - s266 (1),(2), or  (b) where rules of organisation allow, a Committee of Management meeting - s266 (3)	/ /   / /	within 6 months of end of financial year  within 6 months of end of financial year
Lodge full report (including any concise report) in the Industrial Registry together with secretary's certificate (or other officer authorised by the rules of the organisation) - s268	/ /	within 14 days of meeting

**Note:** The legislation makes limited provision for extensions of time concerning the provision of the full report to members and the presentation of the full report to a general meeting etc however the maximum extra time allowed can be no more than one month.

**Documents Checklist**

You can use this checklist as soon as possible after the financial year ends to ensure you have all the necessary documents prepared and that those documents contain all information required by RAO.

You can also use this checklist to ensure all documents in your financial return are complete before lodging them in the Registry.

No	Document	✓
<b>1</b>	<b>General Purpose Financial Report</b>	
	Does the report contain a Profit and Loss Statement?	
	Does the report contain a Balance Sheet?	
	Does the report contain a Statement of Cash Flows?	
	Does the report contain notes to the financial statements as required by AAS and the reporting guidelines?	
	Does the report contain all other information required by the reporting guidelines?	
<b>2</b>	<b>Committee of Management Statement</b>	
	Is the statement signed by the officer responsible for undertaking functions necessary to enable the reporting unit to comply with RAO?	
	Is the statement dated?	
	Is the statement in accordance with a resolution of the committee?	
	Does the statement specify the date of the resolution?	
	Does the statement contain declarations required by the reporting guidelines?	
	Does the statement contain declarations relating to any recovery of wages activity?	
<b>3</b>	<b>Auditor's Report</b>	
	Is the Report dated and signed by the auditor?	
	Is the name of the auditor clear?	
	Are the qualifications of the auditor on the report?	
	Has the auditor expressed an opinion on all matters required?	
<b>4</b>	<b>Operating Report</b>	
	Is the report signed and dated?	
	Does the report provide the number of members?	
	Does the report provide the number of employees?	
	Does the report contain a review of principal activities?	
	Does the report give details of significant changes?	
	Does the report give details of right of members to resign?	
	Does the report give details of superannuation trustees?	
	Does the report give details of membership of the committee of management?	
<b>5</b>	<b>Concise report*</b>	
<b>6</b>	<b>Certificate of Secretary or other Authorised Officer</b>	
	Is the certificate signed and dated?	
	Is the signatory the secretary or another officer authorised to sign the certificate?	
	Is the date that the report was provided to members stated?	
	Is the date of the Second Meeting at which the report was presented stated?	
	Does the certificate state that the documents are copies of those provided to members?	
	Does the certificate state that the documents are copies of those presented to the Second Meeting?	

\* This is an optional way of providing documents to members (see RAO s265(3) and RAO Reg. 161).

**Committee Of Management Statement**

On \_\_\_\_/\_\_\_\_/\_\_\_\_ [date of meeting] the Committee of Management of \_\_\_\_\_ [name of reporting unit] passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended \_\_\_\_/\_\_\_\_/\_\_\_\_ [date]:

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) where 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) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been\* furnished to the member or Registrar; and
  - #(vi) there has been\* compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

*[Add the following if any recovery of wages activity has been undertaken during the financial year]*

- (f) in relation to recovery of wages activity:
  - (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
  - (ii) the committee of management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organization has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and

- (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

For Committee of Management: \_\_\_\_\_ *[name of designated officer per section 243 of the RAO Schedule]*

Title of Office held:

Signature:

Date:

\* *Where compliance or full compliance has not been attained - set out details of non compliance instead.*

# *Where not relevant these may be modified accordingly (e.g. in (vi) "No orders have been made by the Commission under section 273 of the RAO Schedule during the period."*



**Certificate of Secretary or other Authorised Officer<sup>1</sup>**

s268 of Schedule 1B *Workplace Relations Act 1996*

I [name] being the [title of office] of the [name of the organisation] certify:

- that the documents lodged herewith are copies of the full report, [and the concise report]<sup>2</sup>, referred to in s268 of the RAO Schedule; and
- that the [full report **OR** concise report]<sup>3</sup>, was provided to members on [insert date]; and
- that the full report was presented to [a general meeting of members **OR** the last of a series of general meetings of members **OR** a meeting of the committee of management]<sup>3</sup> of the reporting unit on [insert date], in accordance with section 266 of the RAO Schedule.

Signature

Date:

<sup>1</sup>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.

<sup>2</sup>Only applicable where a concise report is provided to members

<sup>3</sup>Insert whichever is applicable



**National Office**  
Level 9  
187 Thomas Street  
Haymarket NSW 2000

Locked Bag 9  
Haymarket NSW 1240  
Telephone: (02) 8204 3000  
Facsimile: (02) 9281 4480  
E-mail: [lhmu@lhmu.org.au](mailto:lhmu@lhmu.org.au)  
Web address: [www.lhmu.org.au](http://www.lhmu.org.au)

**Louise Tarrant**  
National Secretary

**Brian Daley**  
National President

**Tim Ferrari Sue Lines Troy Burton**  
Assistant National Secretaries



Organising for the future

Please address all correspondence to the National Secretary

ABN: 5272 8088 684

18 December, 2007

Mr Barry Jenkins  
Deputy Industrial Registrar  
Australian Industrial Registry  
80 William Street  
EAST SYDNEY NSW 2010

Dear Mr Jenkins

**Re: NORTHERN TERRITORY BRANCH FINANCIAL REPORTS**

I am writing to lodge the financial reports for the LHMU Northern Territory Branch for the year ended 30 June 2007. Enclosed is the Full Financial Report including:

- The Branch Executive Statement signed by the Branch Secretary.
- The Operating Report signed by the Branch Secretary.
- The Independent Audit Report signed by the Auditors.
- The accounts including the notes to and forming part of the accounts.

The financial reports were sent to the Branch Executive on 22<sup>nd</sup> October 2007. The Executive resolved:

- That the operating report be approved and signed.
- To endorse the Branch Executive Statement.
- That the Branch Secretary be authorised to sign the Branch Executive Statement.
- That the financial reports be distributed to members by publication on the LHMU website and advertising that link in the November edition of Union News.

Subsequently the financial reports including the General Purpose Financial Report, the Auditors' statements and the operating report were supplied to members through publication on the LHMU website. Members also received a copy of Union News which contained an advertisement advising members how to view the reports on the website.

A full report was provided to the Committee of Management on 18 December 2007 and was adopted. Also enclosed is a copy of the Branch Secretary's certificate dated 18 December 2007.

On the basis of the above and the enclosed documentation it would seem that the LHMU Northern Territory Branch has complied with the audit and reporting requirements of the Act.

If you have any questions please contact me.

Yours faithfully

**LOUISE TARRANT**  
NATIONAL SECRETARY



**LIQUOR, HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**FINANCIAL REPORTS FOR THE YEAR ENDED 30 JUNE 2007**

**CERTIFICATE BY SECRETARY OR PRESCRIBED OFFICER**

I, Irene Monro being the Branch Secretary of the Liquor, Hospitality and Miscellaneous Union,  
Northern Territory 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 members on 15 November 2007 and
- That the full report was presented to a meeting of the committee of management of the reporting unit on 18 December 2007 in accordance with section 266 of the RAO Schedule.

Signed: \_\_\_\_\_

Date: 18/12/07

**LIQUOR HOSPITALITY AND MISCELLANEOUS  
UNION  
NORTHERN TERRITORY BRANCH**

**FINANCIAL REPORT**

**30 JUNE 2007**

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**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION**  
**NORTHERN TERRITORY BRANCH**

**FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2007**

**COMMITTEE OF MANAGEMENT'S STATEMENT**

I, Irene R. Monro, being a designated officer of the Liquor Hospitality and Miscellaneous Union, NT Branch, report that the Committee of Management of the branch at a meeting of the Committee held on 27 November 2007 resolved that the following declarations, passed by the Committee at the meeting, in relation to the financial report of the branch for the year ending 30<sup>th</sup> June 2007 be included in the financial report.

In the opinion of the Committee of Management:

1. the financial report complies with the Australian Accounting Standards;
2. the financial report complies with the reporting guidelines of the Industrial Registrar;
3. the financial report gives a true and fair view of the financial performance, financial position and cash flows of the branch for the financial year ended 30<sup>th</sup> June 2007;
4. there are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable; and
5. during the financial year ended 30<sup>th</sup> June 2007 and since the end of the financial year:
  - (1) meetings of the Committee of Management were held in accordance with the rules of the organization and the rules of the branch; and
  - (2) the financial affairs of the branch have been managed in accordance with the rules of the organization and the rules of the branch; and
  - (3) the financial records of the branch have been kept and maintained in accordance with Schedule 1B to the Workplace Relations Act 1996 and the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003; and
  - (4) the financial records of the branch have been kept, as far as practicable, in a consistent manner to each of the other branches and national council of the organization; and
  - (5) the information sought in any request of a member of the branch or a Registrar duly made under section 272 of Schedule 1B to the Workplace Relations Act 1996 has been furnished to the member of Registrar; and
  - (6) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of Schedule 273 of Schedule 1B to the Workplace Relations Act 1996.

**Signed:**.....  
Irene Monro, Branch Secretary

**Dated:**.....

**LIQUOR, HOSPITALITY AND MISCELLANEOUS UNION**  
**NORTHERN TERRITORY BRANCH**

**FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2007**

**OPERATING REPORT**

This Operating Report covers the activities of the Liquor Hospitality and Miscellaneous Union, NT Branch, for the financial year ended 30<sup>th</sup> June 2007.

**1. Principal Activities of the Branch**

As in past year, the principal activities of the Branch fell into the following three categories:

- Organizing existing members and new members.
- Bargaining, negotiating and campaigning for improvements in wages and conditions of employment of members of the Union.
- Representing individual members in work related grievances or other individual matters.

As a result of the Branch's organising activity, membership in the Branch remained relatively stable during the course of the. The Branch scheduled its annual Delegates Convention in May 2007, which saw approximately 70 delegates meet in Darwin. As many delegates were required to be flown into Darwin, this represented a significant expense for the Branch. A Branch Council was convened to coincide with the Convention.

The Delegates Convention endorsed further plans for devoting resources to campaigning in the following industries:

- Cleaning
- Hospitality
- Aboriginal Organisations
- Northern Territory Public Sector

Member organiser programs were during the course of the year, with delegates from Aboriginal Health Organisations, Child care and Security being employed for short term projects.

Over the course of the year, the Branch negotiated many Enterprise Bargaining Agreements delivering improvements in wages and conditions to LHMU members.

The Branch has also been involved in lobbying and negotiations with different levels of Government around issues of importance to LHMU members. An example of this is the Branch's campaign to improve ambulance services in the Northern Territory Community. The Branch has also perused changes to Government Procurement Standards to improve Industrial Standards in Government Cleaning and Security Contracts.

**2. The Branch's Financial Affairs**

Significant changes to the Branch's Financial Affairs included an increase in membership fee income over the course of the year, which was endorsed by the Delegates Convention and Branch Council in May 2007.

The Branch has only two remaining fleet vehicles with the majority of staff now electing to receive a vehicle allowance.

The Branch has also spent considerable efforts resolving 'historical' outstanding financial issues between National Office and itself.

### **3. Right of Members to Resign.**

All Members of the Branch have the right to resign from the Union in accordance with Rule 10 of the Union Rules; namely, by providing written notice addressed and delivered to the Secretary of the Branch, including via email.

### **4. Superannuation Trustees.**

There is currently no member of the branch who sits as a Trustee or Member of the Board of Directors of a Superannuation Fund.

### **5. Membership of the Branch.**

There were 2,694 members of the Branch as at 30<sup>th</sup> June 2007.

### **6. Employees of the Branch**

As at 30<sup>th</sup> June 2007 the Branch employed 8 full time Officials and 1 part time Officials, 1 fulltime Administrative Officer and 1 part time Administrative officer

### **7. Committee of Management**

The following persons were a member of the Committee of Management of the Branch, namely the Branch Executive, during the year ending 30<sup>th</sup> June 2007;

<b>First Name</b>	<b>Last Name</b>	<b>Time Frame</b>
Irene	Monro	01.07.06 to 30.06.07
Martine	Tulloch	01.07.06 to 30.06.07
Christine	Castine	01.07.06 to 30.06.07
Breck	Coleman	01.07.06 to 15.05.07
Donald	Henwood	01.07.06 to 30.06.07
Denise	AhSam	01.07.06 to 30.06.07
Peter	McConnell	01.07.06 to 22.09.06
Iris	Raye	01.07.06 to 30.06.07
Michael	Howe	01.07.06 to 30.06.07
Shannon	Brahim	01.07.06 to 08.03.07
Denis	Baker	01.07.06 to 30.06.07
Patricia	Michels	01.07.06 to 30.06.07

**Signed:**.....  
Irene Monro, Branch Secretary

**Date:**.....



## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF LIQUOR HOSPITALITY AND MISCELLANEOUS UNION – NORTHERN TERRITORY BRANCH**

### **Report on the Financial Report**

I have audited the accompanying financial report of Liquor Hospitality and Miscellaneous Union – Northern Territory Branch which comprises the balance sheet as at 30 June 2007 and the income and expenditure statement, and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the committee of management's statement.

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

The committee of management and the branch secretary are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Workplace Relations Act 1996. 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*

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I 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 assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee of management, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### Independence

In conducting my audit, I have complied with the independence requirements of Australian professional ethical requirements.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF LIQUOR HOSPITALITY  
AND MISCELLANEOUS UNION – NORTHERN TERRITORY BRANCH - Contd**

**Qualification**

The Branch has not considered the transition of its accounting policies and financial reporting from current Australian Standards to Australian equivalents of International Financial Reporting Standards (AIFRS) as at 30 June 2007. I have been unable to determine which accounting standards the Branch has not complied with during the year and its effect on the financial results and its assets and liabilities.

**Qualified Auditor's Opinion**

In my opinion except for the effects of such adjustments, if any, as might have been determined to be necessary had the limitation referred to in the qualification paragraph above not existed the financial report of the Liquor Hospitality and Miscellaneous Union – Northern Territory Branch is in accordance with the Workplace Relations Act 1996 including:

- i. giving a true and fair view of the Branch's financial position as at 30 June 2007 and of their performance for the year ended on that date; and
- ii. complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Workplace Relations Act 1996.

Nair Watkins

Lloyd Nair  
Registered Company Auditor

Darwin  
Date: November 2007

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**BALANCE SHEET  
AS AT 30 JUNE 2007**

	Notes	2007 \$	2006 \$
<b>CURRENT ASSETS</b>			
Cash	2	169,767	225,763
Receivables	3	47,561	101,761
Other	4	2,005	2,294
<b>TOTAL CURRENT ASSETS</b>		<u>219,333</u>	<u>329,818</u>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	5	203,149	214,623
<b>TOTAL NON-CURRENT ASSETS</b>		<u>203,149</u>	<u>214,623</u>
<b>TOTAL ASSETS</b>		<u>422,482</u>	<u>544,441</u>
<b>CURRENT LIABILITIES</b>			
Accounts payable	6	120,162	125,970
Provisions	7	80,620	107,397
<b>TOTAL CURRENT LIABILITIES</b>		<u>200,782</u>	<u>233,367</u>
<b>TOTAL LIABILITIES</b>		<u>200,782</u>	<u>233,367</u>
<b>NET ASSETS</b>		<u>221,700</u>	<u>311,074</u>
<b>ACCUMULATED FUNDS</b>			
Accumulated surplus	8	221,700	311,074
<b>TOTAL ACCUMULATED FUNDS</b>		<u>221,700</u>	<u>311,074</u>

The statement of financial position should be read in conjunction with the accompanying notes.

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**INCOME AND EXPENDITURE STATEMENT  
YEAR ENDED 30 JUNE 2007**

	<b>2007</b>	<b>2006</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
Membership contributions	792,748	745,767
Commission allowed	(14,294)	(13,925)
Interest received	8,550	7,263
Donations	0	45
Subsidies – National Office	200,000	136,201
NT Crime Prevention	0	10,000
Sponsorship	14,594	1,182
Profit on sale of assets	0	9,545
Rent received	8,949	15,567
National Office Reimbursements	43,342	21,776
Training funds	0	68,182
Sundry income	0	1,464
	-----	-----
<b>TOTAL INCOME</b>	<b>1,053,889</b>	<b>1,003,068</b>
	-----	-----
<b>EXPENDITURE</b>		
<b>Depreciation</b>		
Buildings	5,025	5,025
Motor Vehicles	7,500	14,216
Furniture & Equipment	1,820	1,690
	-----	-----
	<b>14,345</b>	<b>20,931</b>
	-----	-----
<b>Employee Expenses</b>		
Payroll tax	42,323	34,944
Airfare entitlement	7,650	4,887
Salary – officer	82,619	79,785
Salaries – staff/officials	527,861	448,440
Superannuation	57,191	50,573
Fringe benefit tax	8,199	11,793
Other	14,508	0
	-----	-----
	<b>740,351</b>	<b>630,422</b>
	-----	-----
<b>Other Expenses</b>		
Advertising and promotion	3,216	2,279
Affiliation fees	13,515	25,921
Alice Springs Branch	11,148	10,069
Audit fees	8,785	5,460
Accounting	14,495	1,500

The statement of financial performance should be read in conjunction with the accompanying notes.

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**INCOME AND EXPENDITURE STATEMENT  
YEAR ENDED 30 JUNE 2007**

**EXPENDITURE (Cont'd.)**

	<b>2007</b>	<b>2006</b>
	<b>\$</b>	<b>\$</b>
<b>Other Expenses Contd.</b>		
Bank fees and charges	5,989	4,431
Branch council expenses	73	(6,554)
Cleaning/rubbish removal	0	3,138
Computing expenses	7,156	(3,563)
Campaigns	4,592	6,791
Delegates training	6,603	235
Donations	4,000	0
Delegates convention	19,859	24,009
Electricity	0	3,716
Equipment < \$500	709	352
Executive meetings	0	365
Fees and Penalties	247	201
Insurance / workers compensation	10,444	8,957
Legal fees	0	2,930
Library	568	479
Members expense	2,554	(220)
Motor vehicle expenses	18,863	19,659
Postage and freight	5,068	2,202
Printing and Stationery	14,519	10,709
Property expenses	33,088	29,440
Political reporting	1,847	0
Publications	5,619	(3,537)
Recoverable	0	1,225
Repairs and maintenance – Office	45	158
Staff amenities	425	362
Staff training	2,713	1,600
Sundry expenses	3,739	3,782
Sustentation fee	114,464	118,486
Telephone	21,124	21,876
Travel, accommodation & conference	53,100	33,755
Travel allowances	0	7,486
	-----	-----
	388,567	337,700
	-----	-----
<b>TOTAL EXPENDITURE</b>	1,143,263	989,053
	-----	-----
<b>(DEFICIT)/SURPLUS</b>	(89,374)	14,015
	=====	=====

The statement of financial performance should be read in conjunction with the accompanying notes.

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

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

	<b>Notes</b>	<b>2007 \$</b>	<b>2006 \$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Contributions and other receipts		1,099,539	958,731
Payments to suppliers and employees		(1,161,214)	(960,190)
Interest received		8,550	7,263
		-----	-----
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>9(b)</b>	<b>(53,125)</b>	<b>5,804</b>
		-----	-----
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Acquisition of plant and equipment		(2,871)	(899)
Proceeds on sale of plant and equipment		0	9,545
		-----	-----
<b>NET CASH FLOWS PROVIDED BY / (USED IN) INVESTING ACTIVITIES</b>		<b>(2,871)</b>	<b>8,646</b>
		-----	-----
<b>NET INCREASE IN CASH HELD</b>		<b>(55,996)</b>	<b>14,450</b>
Cash at the beginning of the financial year		225,763	211,313
		-----	-----
Cash at the end of the financial year	<b>9(a)</b>	<b>169,767</b>	<b>225,763</b>
		=====	=====

The statement of cash flows should be read in conjunction with the accompanying notes.

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

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

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Accounting**

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Workplace Relations Act 1996.

The financial report has been prepared on an accrual basis and is based on historic costs and does not take into account changing money values or except where specifically stated, current valuations of non current assets. Cost is based on the fair values of consideration given in exchange for assets.

The following material accounting policies, which are consistent with the previous, unless otherwise stated, have been adopted in the preparation of this financial report.

**Property, plant and equipment**

Property, plant and equipment are brought to account at cost or at independent valuation.

Assets are not revalued to an amount above their recoverable amount, and where carrying values exceed this recoverable amount assets are written down. In determining recoverable amount the expected net cash flows have not been discounted.

Any gain or loss on the disposal of assets is determined as the difference between the carrying value of the asset at the time of disposal and the proceeds from disposal, and is included in the results of the Union in the year of disposal.

**Depreciation**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner, which reflects the consumption of the service potential embodied in those assets.

Depreciation is calculated on a straight-line basis, using rates, which are reviewed each reporting period.

Major depreciation rates are:

	2007 Years	2006 Years
Buildings	50	50
Motor Vehicles	6.6	6.6
Furniture and equipment	10	10
Refurbishment	10	10

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

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

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Contd.)**

The rules of the Union provide that all property; plant and equipment acquired are held in the name of the Union. This particularly applies to property, plant and equipment acquired from Branch funds, which is registered in the name of the Union. Branch funds form part of the property of the Union and all liabilities ultimately are the responsibility of the Union.

**Employee Entitlements**

Provision is made for annual leave payable to employees on the basis of statutory and contractual requirements.

Such provisions take into account amounts in relation to wages and salaries, annual leave and long service leave. Such entitlements are measured at their nominal amounts.

**Taxation**

The Union believes its income is exempt from income tax under Sub division 50A sub-section 50-153.1 and 3.3 of the Income Tax Assessment Act.

**Cash**

For the purposes of the Statement of Cash Flows, cash includes cash on hand and in banks, and short-term deposits, net of outstanding bank overdrafts.

**Name Change**

On 12 March 2004 Union changed its trading name to Liquor Hospitality and Miscellaneous Union – Northern Territory Branch

**Membership Contributions**

Membership contributions are recognised in the year that they are received.

**Comparative Amounts**

Where required comparatives have been restated to facilitate meaningful comparison to current year results.



**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

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

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Economic Dependence**

The Northern Territory Branch receives financial assistance from its National Office and the future operation of the Northern Territory Branch is dependent upon the ongoing support from the National Office.

**Adoption of Australian Equivalents to International Financial Reporting Standards from 2005-2006**

Management of the transition to AEIFRS

Liquor Hospitality and Miscellaneous Union Northern Territory Branch is a relatively small Branch with very limited resources, which has yet to commence the process of preparing and managing the transition to Australian Equivalents to International Financial Reporting Standards (AEIFRS) effective for the year ended 30 June 2007.

The adoption of AEIFRS will actually be of no benefit to the members of the Branch. The only reason why the Branch has to adopt the AEIFRS is because it prepares a general purpose financial report. The need for the preparation of a general purpose financial report for future reporting periods is to be reconsidered by the Board.

# **NORTHERN TERRITORY BRANCH**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS 30 JUNE 2007**

	<b>2007</b>	<b>2006</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 2. CASH</b>		
Cheque Account	26,540	133,388
Cash Management Account	142,778	91,975
Petty Cash – Darwin	200	200
- Alice Springs	0	(18)
Cash at Bank – Alice Springs	49	218
Undeposited Funds	200	0
	<u>169,767</u>	<u>225,763</u>
<b>NOTE 3. RECEIVABLES</b>		
Trade debtors	50,407	104,607
Provision for doubtful debts	(2,846)	(2,846)
	<u>47,561</u>	<u>101,761</u>
<b>NOTE 4. OTHER</b>		
Prepayments	<u>2,005</u>	<u>2,294</u>
<b>NOTE 5. PROPERTY, PLANT AND EQUIPMENT</b>		
Buildings		
At Cost	251,250	251,250
Provision for depreciation	(69,094)	(64,069)
	<u>182,156</u>	<u>187,181</u>
Office Refurbishment		
At Cost	34,562	34,562
Provision for depreciation	(34,562)	(34,562)
	<u>0</u>	<u>0</u>
Office Equipment		
At Cost	52,030	49,159
Provision for depreciation	(40,215)	(38,395)
	<u>11,815</u>	<u>10,764</u>
Motor Vehicles		
At Cost	53,948	53,948
Provision for depreciation	(44,770)	(37,270)
	<u>9,178</u>	<u>16,678</u>
Net property, plant and equipment	<u>203,149</u>	<u>214,623</u>

## **LIQUOR HOSPITALITY AND MISCELLANEOUS UNION NORTHERN TERRITORY BRANCH**

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

Movements in carrying amounts

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

	Buildings	Office Refurbishment	Office Equipment	Motor Vehicles	Total
	\$	\$	\$	\$	\$
Balance at the beginning of the year	187,181	0	10,764	16,678	214,623
Additions	0	0	2,871	0	2,871
Disposals	0	0	0	0	0
Depreciation Writeback	0	0	0	0	0
Depreciation	(5,025)	0	(1,820)	(7,500)	(14,345)
Carrying amount at the end of the year	182,156	0	11,815	9,178	203,149

**NOTE 6. ACCOUNTS PAYABLE**

**Current**

	2007 \$	2006 \$
Trade creditors	83,193	73,110
GST – Net	16,638	31,937
Accrued expenses	10,950	6,500
Payroll liabilities	6,884	8,758
FBT Payable	0	2,096
Payroll Tax	2,497	3,569
	<u>120,162</u>	<u>125,970</u>

**NOTE 7. PROVISIONS**

**Current**

	2007	2006
Annual leave	56,342	51,033
RDO	0	944
Long service leave	24,278	55,420
	<u>80,620</u>	<u>107,397</u>

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION**  
**NORTHERN TERRITORY BRANCH**

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

	<b>2007</b>	<b>2005</b>
	\$	\$
<b>NOTE 8. ACCUMULATED FUNDS</b>		
Balance at 1 July 2006	311,074	297,059
Change in net assets from operations	(89,374)	14,015
	-----	-----
Balance at 30 June 2007	221,700	311,074
	=====	=====

**NOTE 9. CASH FLOW INFORMATION**

a) Reconciliation of cash

Cash balance comprises:

- Cash (Note 2)	169,767	225,763
	-----	-----

b) Reconciliation of operating surplus to  
the net cash flows used in operating activities

Operating (deficit) / surplus	(89,374)	14,015
Depreciation	14,345	20,931
Profit on disposal of assets		(9,545)
Change in assets and liabilities		
Trade receivables	54,200	(27,529)
Other	289	3,037
Creditors and accruals	(5,808)	15,661
Other	0	(28,910)
Provision for employee entitlements	(26,777)	18,144
	-----	-----
Net Cash Flows from operating activities	(53,125)	62,773
	=====	=====

c) The Union has no credit or stand - by or financing facilities in place.

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

**30 JUNE 2007**

**NOTE 10. RELATED PARTIES DISCLOSURES**

Transactions with related parties are carried out under normal commercial terms and conditions.

- (a) Directors and Executive members are disclosed in the Operating Report.
- (b) Aggregate remuneration received or receivable by directors and executive members (officer) during the year ended 30 June 2007 \$82,619 (2006 \$79,785). Aggregate of amounts paid to a superannuation plan by the branch in connection with the retirement of the executive member (officer) during the year ended 30 June 2007 \$9,431 (2006 \$8,047).
- (c) The ultimate controlling entity of the Branch is the Liquor Hospitality and Miscellaneous Union National Council.
- (d) Sustentation fees paid or payable to the National Council for the year ended 30 June 2007 \$114,464 (2006 \$118,486).

**NOTE 11. SEGMENT INFORMATION**

The Union is involved in the organising of existing and new members, bargaining, negotiating and arbitrating for improvements in wage and conditions of employment of members of the Union and representing individual members in work related grievances or other individual matters. This is carried out in the Northern Territory of Australia.

**NOTE 12. FINANCIAL INSTRUMENTS**

**Interest rate risk**

The branch's exposure to interest rate risks and the effective interest rates of the financial assets and financial liabilities, both recognised and unrecognised at the balance date, are as follows:

Financial Instrument	Floating Interest		Fixed Interest Rate Maturing in:					
	2007 \$	2006 \$	1 year or less		Over 1 to 5 years		More than 5	
	2007 \$	2006 \$	2007 \$	2006 \$	2007 \$	2006 \$	2007 \$	2006 \$
Financial assets								
Cash	169,518	225,363						
Trade receivables	0	0						
Total financial assets	169,518	225,363						
Financial liabilities								
Loan	0	0						
Accounts payable	0	0						
Total financial liabilities	0	0						

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

30 JUNE 2007

**NOTE 12. FINANCIAL INSTRUMENTS (cont'd)**

Financial Instruments	Non-interest bearing		Total carrying amount as per the balance		Weighted average Effective interest rate	
	2007 \$	2006 \$	2007 \$	2006 \$	2007 %	2006 %
Financial assets						
Cash	469	400	169,767	225,763	3.5%	3.5%
Trade receivables	47,561	101,761	47,561	101,761	N/A	N/A
Total financial assets	48,030	102,161	217,328	327,524		
Financial liabilities						
Accounts payable	120,162	125,970	120,162	125,970	N/A	N/A
Total financial liabilities	120,162	125,970	120,162	125,970		

**NOTE 12 (c) Net Fair Values**

Assets and liabilities net fair values approximate their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form. The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

**NOTE 12 (d) 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 the notes to the financial statements.

**NOTE 13: BRANCH DETAILS**

The principal place of business of the Union is:

Liquor Hospitality and Miscellaneous Union – Northern Territory Branch  
Unit 1, 38 Woods Street  
Darwin NT 0800

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**CONCISE REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

The financial accounts of the Union have been audited in accordance with the provisions of the Workplace Relations Act, 1996, and the following summary is provided for members in accordance with section 279(2) of the Act.

A copy of the Auditor's Report, Accounts and Statements will be supplied free of charge to members on request.

Certificates required to be given under the Act by the Secretary, the Committee of Management and the Operating Report have been completed in accordance with the provisions of the Act and contain no qualifications.

**Information to be provided to Members or Registrar**

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of members is drawn to the provisions of Section 274 subsections (1), (2) and (3) which read as follows:

- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under subsection (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- (3) A Registrar may only make an application under subsection (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**CONCISE REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**INCOME AND EXPENDITURE STATEMENT**

	<b>2007</b>	<b>2006</b>
	<b>\$</b>	<b>\$</b>
<b>Income</b>		
Contributions	792,748	745,767
Other income	261,141	257,301
	-----	-----
Total income	1,053,889	1,003,068
Less: Expenditure	1,143,263	989,053
	-----	-----
(Deficit)/Surplus	(89,374)	14,015
	=====	=====

**BALANCE SHEET  
As at 30 June 2007**

Accumulated funds	221,700	311,074
	=====	=====
Represented by:		
Current assets	219,333	329,818
Non-current assets	203,149	214,623
	-----	-----
Total assets	422,482	544,441
	-----	-----
Less:		
Current liabilities	200,782	233,367
	-----	-----
Total liabilities	200,782	233,367
	-----	-----
Accumulated Funds	221,700	311,074
	=====	=====



**LIQUOR HOSPITALITY AND MISCELLANEOUS UNION  
NORTHERN TERRITORY BRANCH**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2006**

	<b>2006</b>	<b>2005</b>
	<b>\$</b>	<b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Contributions and other receipts	1,099,539	958,731
Payments to suppliers and employees	(1,161,214)	(960,190)
Interest received	8,550	7,263
	-----	-----
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	<b>(53,125)</b>	<b>5,804</b>
	-----	-----
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Acquisition of plant and equipment	(2,871)	(899)
Proceeds on sale of plant and equipment	0	9,545
	-----	-----
<b>NET CASH FLOWS PROVIDED BY / (USED IN) INVESTING ACTIVITIES</b>	<b>(2,871)</b>	<b>8,646</b>
	-----	-----
<b>NET INCREASE / (DECREASE ) IN CASH HELD</b>	<b>(55,996)</b>	<b>14,450</b>
Cash at the beginning of the financial year	225,763	211,313
	-----	-----
Cash at the end of the financial year	<u>169,767</u>	<u>225,763</u>

## **Auditors' Statement**

### **To the members of Liquor Hospitality and Miscellaneous Union – Northern Territory Branch**

The concise report comprises the Balance Sheet, Income and Expenditure Statement and Cash Flow Statement for the year ended 30 June 2007.

I have audited the concise report of Liquor Hospitality and Miscellaneous Union – Northern Territory Branch for the year ended 30 June 2007 in accordance with Australian Auditing Standards.

For a better understanding of the scope of our audit, this report should be read in conjunction with my audit report on the General Purpose Financial Report.

In my opinion, the information contained in the concise report is consistent with the General Purpose Financial Report from which it is derived.

My audit report dated 20 November 2007 was qualified.

### **Qualification**

The Branch has not considered the transition of its accounting policies and financial reporting from current Australian Standards to Australian equivalents of International Financial Reporting Standards (AIFRS) as at 30 June 2007. I have been unable to determine which accounting standards the Branch has not complied with during the year and its effect on the financial results and its assets and liabilities.

### **Qualified Auditor's Opinion**

In my opinion except for the effects of such adjustments, if any, as might have been determined to be necessary had the limitation referred to in the qualification paragraph above not existed the financial report of the Liquor Hospitality and Miscellaneous Union – Northern Territory Branch is in accordance with the Workplace Relations Act 1996 including:

- i. giving a true and fair view of the Branch's financial position as at 30 June 2007 and of their performance for the year ended on that date; and
- ii. complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Workplace Relations Act 1996.

Nair Watkins

Lloyd Nair  
Registered Company Auditor

Darwin  
Date: November 2007

**PENNA, Belinda**

**From:** sydney@air.gov.au  
**Sent:** Wednesday, 19 December 2007 9:06 AM  
**To:** RIA Sydney  
**Subject:** FW: Dispatch advice of electronic filing - Registered Organisations - Matter Number FR2007/27

**Attachments:** 20071218\_NT\_It AIRC Reg.pdf; Certificate by Secretary.pdf; NT Accounts 06-07.pdf



20071218\_NT\_It  
AIRC Reg.pdf (4...



Certificate by  
Secretary.pdf (...)



NT Accounts  
06-07.pdf (77 KB)

Gail Rutledge  
Commission Services Team  
NSW Registry  
Australian Industrial Registry

T (02) 8374 6507 | F (02) 9830 6990

-----Original Message-----

**From:** aircefiling@air.gov.au [mailto:aircefiling@air.gov.au]  
**Sent:** Wednesday, 19 December 2007 9:01 AM  
**To:** sydney@air.gov.au  
**Subject:** Dispatch advice of electronic filing - Registered Organisations - Matter Number FR2007/27

This message with the electronic document(s) attached have been dispatched to the email addresses specified above. For the purposes of subrules 70A(5) & (6), this is NOT an acknowledgement that your document is taken to have been filed with the Australian Industrial Registry. You will be subsequently advised whether your document is taken to have been filed.

Please review the details below and inform the registry by email at the address specified below if they are incorrect and/or incomplete.

The documents will be manually checked against the Rules of the Commission by Registry staff as soon as possible and you will be advised by email of any anomaly.

Please note that each registry of the Industrial Registry is open on ordinary working days between the hours of 9.00 am and 5.00 pm, local time.

NSW Registry  
Email: sydney@air.gov.au  
19/12/2007 09:00

Type of Application: financial returns  
Matter Number (IF your eFiling is accepted): FR2007/27  
Registry in which to be filed: NSW

**Contact Details**

Title: Ms  
Given name(s): Elaine  
Surname: Hudson  
Position: Finance Manager  
Organisation: LHMU  
Address: Level 9, 187 Thomas Street  
Haymarket  
Postcode: 2000  
Phone No: 0282043025  
Mobile Phone No: 0402404808  
Fax No: 0292814480

Email Address: ElaineH@lhmu.org.au

Comments:

Attachments:

Lodgement of full financial report: 20071218\_NT\_lt AIRC Reg.pdf  
Lodgement of full financial report: Certificate by Secretary.pdf  
Lodgement of full financial report: NT Accounts 06-07.pdf

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**Australian Government**  
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Telephone: (02) 8374 6666  
Fax: (02) 9380 6990  
Email: sydney@air.gov.au

Ms Lousie Tarrant  
National Secretary  
Liquor, Hospitality and Miscellaneous Union  
Locked Bag 9  
HAYMARKET NSW 1240

Dear Ms Tarrant

**Re: Lodgement of Financial Statements and Accounts  
– Liquor, Hospitality and Miscellaneous Union, Northern Territory Branch –  
for years ending 30 June 2006 (FR2006/513) and 30 June 2007 (FR2007/264)**

I refer to the abovementioned financial statements and accounts which were lodged in the Registry on 3 January 2007 (FR2006/513) and 19 December 2007 (FR2007/264) respectively. I apologise for the delay in considering these documents.

**Auditor's qualification**

I note the Auditor's qualification in both years that the Branch has not adopted the Australian equivalents of International Financial Reporting Standards (AIFRS), and further note that at Note 1 in both financial reports reference is made to the reconsideration by "the Board" of "the need for the preparation" of future general purpose financial reports.

I must point out to you that it is a requirement of s253 of Schedule 1 of the *Workplace Relations Act 1996* that the Branch prepare a general purpose financial report in accordance with the Australian Accounting Standards which require reports to be prepared under AIFRS.

I would ask you to draw this to the attention of the Branch.

I am aware that the Branch would currently be in the process of preparing its financial statements and accounts for the year ending 30 June 2008. Before I determine what steps should be taken in relation to the previous years' documents, I would appreciate your advice on whether or not the Branch will be complying with its obligations to prepare a general purpose financial report in accordance with AIFRS for the year ending 30 June 2008.

Please contact me on (02) 8374 6504 if you or officers of the Branch wish to discuss this issue.

Yours sincerely

Barry Jenkins  
Deputy Industrial Registrar

5 August 2008



**Australian Government**  
**Australian Industrial Registry**

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990  
Email: [sydney@air.gov.au](mailto:sydney@air.gov.au)

Ms Louise Tarrant  
National Secretary,  
Liquor, Hospitality and Miscellaneous Union  
Locked Bag 9  
HAYMARKET NSW 1240

Dear Ms Tarrant

**Re: Lodgement of Financial Statements and Accounts – Liquor, Hospitality and  
Miscellaneous Union, Northern Territory Branch – for year ending 30 June 2007  
(FR2007/264)**

I refer to the abovementioned financial statements and accounts which were lodged in the Registry on 19 December 2007.

On 5 August 2008 - in view of the Auditor's qualification that the Branch had not adopted the AIFRS equivalents - I sought the organization's advice, under s332 of the RAO Schedule, whether this deficiency would be remedied in the financial year ending 30 June 2008.

Although I did not receive advice from the organization in response, I note that the 2008 report, which was lodged on 28 January 2009, has been audited by a new auditor and appears, despite being qualified on a separate basis, to comply generally with the legislative requirements.

Accordingly, I am satisfied the deficiency has been remedied. The documents comprising the financial return for the year ending 30 June 2007 have therefore been filed.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Barry Jenkins'.

Barry Jenkins  
Deputy Industrial Registrar

12 February 2009