National Office
Level 9
187 Thomas Street
Haymarket NSW 2000

Locked Bag 9 Haymarket NSW 1240

Telephone: (02) 8204 7200 Facsimile: (02) 9281 4480 E-mail: lhmu@lhmu.org.au Web address: www.lhmu.org.au

ABN: 5272 8088 684

Helen Creed
National President

Jeff Lawrence National Secretary

Tim Ferrari Louise Tarrant Assistant National Secretaries Liquor, Hospitality and Miscellaneous Union



1 February, 2006

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

Dear Mr Jenkins

#### re: TASMANIAN BRANCH FINANCIAL REPORTS

I am writing to lodge the financial reports for the LHMU Tasmanian Branch for the year ended 30 June 2005. Enclosed is the Branch Full Financial Report including:

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

The financial reports were presented to the Branch Executive meeting on 20th September 2005. The Executive resolved:

- That the operating report be approved and signed.
- To endorse the Committee of Management Statement.
- That the Branch Secretary be authorised to sign the Committee of Management 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 meeting of the Tasmanian Branch Executive on 2nd December and was adopted by that meeting. Also enclosed is a copy of the Branch Secretary's certificate dated 2nd December 2005.

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

If you have any questions please contact me.

Yours faithfully

/JEFF LAWRENCE NATIONAL SECRETARY

# LIQUOR, HOSPITALITY AND MISCELLANEOUS UNION BRANCH

# FINANCIAL REPORTS FOR THE YEAR ENDED 30 JUNE 2005

# CERTIFICATE BY SECRETARY OR PRESCRIBED OFFICER

- David O'Byrne being the Branch Secretary of the Liquor, Hospitality and Miscellaneous Union, Tasmanian 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 30 November 2005 and
- That the full report was presented to a meeting of the committee of management of the reporting unit on December 2<sup>nd</sup> 2005 in accordance with section 266 of the RAO Schedule.

اأدم

Signed

Date: 2nd broamber 2005.

C/IDOCUMENTS AND SETTINGS/DAVID.LHMU/LOCAL SETTINGS/TEMPORARY INTERNET FILES/OLIGBBRATTACHMENTS8.DOC:D

# LIQUOR, HOSPITALITY & MISCELLANEOUS UNION TASMANIAN BRANCH

# OPERATING REPORT 2005

# Principle Activities of the Branch

The principal activity of the Liquor, Hospitality & Miscellaneous Union, Tasmanian Branch, remains that of a Trade Union.

This activity centres on the organising of members and new members, bargaining, negotiating on behalf of those members for improved working conditions and representing those members in work related grievances and or other individual matters.

The Branch has also been involved in lobbying and negotiating with different levels of government around issues of importance to LHMU members.

# Financial Affairs of the Union

)

The Branch's finances have improved significantly over the last few years. Unfortunately after two successive operating surpluses the Branch has returned to a deficit position for the 04/05 financial year. This result was expected as the Branch has embarked on an increased expenditure in organising resources, namely paid organisers, that has an upfront cost. This upfront cost has already shown significant benefits with an increase in financial membership. This increase in membership does not automatically reap immediate financial benefits but rather it is accrued over time as members pay their membership dues. This year we have also had one off costs such as building renovations and purchase of cars for the new branch officials.

# Resignation of Membership

As per section 174 of the Workplace Relations Act 1996 a member of the union may resign from membership by written notice or by electronic message to the Branch to which the member is attached. Resignation from membership of the union takes effect:

- on the day on which the notice is received by the union
- on the day specified in the notice
- at the end of two (2) weeks after the notice is received by the union

whichever is later.

# Membership of the Branch

There were 3233 members of the Branch as at 30th June 2005

# Employees of the Branch

As at 30<sup>th</sup> June 2005 the Branch employed 10 fulltime and 1 part-time staff with a FTE of .25.

# Superannuation Trustees

Rod Hunt was a Lead Organiser with the Branch and was a Member of the Board of Directors of the Retirement Benefits Fund and TasPlan Superannuation Funds until his resignation in September of 2004.

#### Tasmanian Work Cover Board

Peter Tullgren is a research officer for the Branch and is a member of the Work Cover Board of Tasmania.

# Committee of Management

The Executive of the union is also the committee of management. As at the 30<sup>th</sup> June 2005 the members of the committee of management were:

Executive Member

•	Smith, Julie	President
•	Terry, Rob	Vice President
•	Leppard, Royal (Mick)	Vice President
•	O'Byrne, David	Secretary
•	Crowe, Lisa	Executive Member
•	Brinsmead, Peta	Executive Member
•	Bullock, George	Executive Member

Hughes, Simon

Signed:

David O'Byrne, Branch Secretary

Date: 20th September 2005

Scaned

# LIQUOR, HOSPITALITY & MISCELLANEOUS UNION

# TASMANIAN BRANCH

# STATEMENT OF FINANICAL PERFORMANCE

# FOR THE YEAR ENDED 30 JUNE 2005

	Notes	- Hillie	2004
Revenues From Ordinary Activities	3	is others.	950,132
Depreciation Expense		0.05.700	(20,868)
Leasing Charges		in Lamb	(10,863)
Bank Charges		生物	(2,693)
Salaries & Employee Benefits Expense	4	(24) HIRT	(578,542)
General Office	4	1970 and	(185,427)
Sustentation fees		-ethicates	(121,187)
PROFIT FROM ORDINARY ACTIVITIES		gillamin	30,552
NET PROFIT FROM ORDINARY ACTIVITIES		(2015)	30,552
TOTAL CHANGES IN EQUITY		BEE HARRY	30,552
		100 mg	

# TASMANIAN BRANCH

# STATEMENT OF FINANCIAL POSITION

# AS AT 30 JUNE 2005

	Notes	ADD: N	2004
CURRENT ASSETS Cash At Bank	10(a)	wie.com	117,464
Trade Debtors	5	30,030	52,464
Sundry Debtors GST Receivable		0,785)	14,102 10,179
TOTAL CURRENT ASSETS		到機	194,209
NON-CURRENT ASSETS		CAR CONTRACTOR	
Property, Plant & Equipment	6	30,442,04	572,292
TOTAL NON-CURRENT ASSETS		FIA.FM	572,292
TOTAL ASSETS		231,506	766,501
CURRENT LIABILITIES	_		
Sundry Creditors  Motor Vehicle Finance Liability	7 8	10.5866 10.586	83,750 49,118
Provision for Long Service Leave	0	B1,300s	45,484
Provision for Annual Leave		CLAME	65,459
NON OUDDENT LIABILITIES		354,385	243,811
NON CURRENT LIABILITIES  Loan- National Office	12	Small	20,000
Motor Vehicle Finance Liability	8	1381770	23,424
Provision for Long Service Leave		建造學的	36,082
		(3m(3m)	79,506
TOTAL LIABILITIES		854 TSI	323,317
		MAN PARTITION OF	
NET ASSETS		肉聯	443,184
<u>UNAPPRORIATED FUNDS AND RESERVES</u> Unappropriated Funds	9	Nati A000	410,919
Asset Revaluation Reserve	9	TLSMT	32,265
		(00,595 (10,595	443,184

The accompanying notes form part of these financial statements.

# TASMANIAN BRANCH

# STATEMENT OF CASH FLOWS

# FOR THE YEAR ENDED 30 JUNE 2005

Receipts from Trading Rent Received Interest received Payments to suppliers & Employees Goods & Services Tax paid  947,9 11,9 11,9 12,5 (912,5) (912,5)	542 736 64)
Net Cash Provided by (used in) Operating Activities 10(b) 19,	720
CASH FLOWS FROM INVESTING ACTIVITIES	
Proceeds from sale of Buildings Proceeds from Sale of Motor Vehicles Acquisition of Property, plant and equipment  (2,5)	300 (60)
Net Cash provided by Investing Activities 10,	740
CASH FLOWS FROM FINANCING ACTIVITIES	
Payment of loan Finance lease payments (21,0)	- )06)
Net Cash Used in Finance Activities (21,0	
Net Increase in Cash Held  Cash at the Beginning of the Year  108,	,454 ,010
CASH AT THE END OF THE YEAR 10(a) 117,	,464

The accompanying notes form part of these financial statements.

# TASMANIAN BRANCH

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

# 1. ACCOUNTING METHODS

# Basis of Accounting

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views, other authoritative pronouncements of the Australian Accounting Standards Board and the Corporations Act 2001.

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. Cost is based on fair values of the consideration given in exchange for assets.

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

# (a) Cash and cash equivalents

Cash on hand and in banks and short term deposits are stated at nominal value.

For the purpose of the Statement of Cash Flows, cash includes cash on hand and in banks, money market investments readily convertible to cash within 2 working days, net of outstanding bank overdrafts.

# (b) Receivables

Trade receivables are recognised and carried at original invoice amount less a provision for any uncollectible debts. An estimate of doubtful debts is made when collection of the full amount is no longer probable. Bad debts are written off as incurred.

# (c) Property, Plant and Equipment

Freehold land and buildings are measured on a fair value basis, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Plant and equipment is measured on a cost basis. The carrying amount is reviewed annually to ensure that it is not in excess of the recoverable amount for these assets.

Assets are depreciated on a straight line basis over their useful economic life.

Depreciation rates are;

	2005	2004
Leased vehicles	20-22.5%	22.5%
Property plant and equipment	10-33%	10-33%
Leasehold improvements	10-25%	10-25%

# TASMANIAN BRANCH

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

# (d) Leases

Leases are classified at their inception as either operating or finance leases based in the economic substance of the agreement so as to reflect the risks and benefits incidental to ownership.

# Operating leases

The minimum lease payments of operating leases, where the lessor effectively retains substantially all the risks and benefits of ownership of the leased item, are recognised as an expense on a straight line basis.

#### Finance leases

Leases which effectively transfer substantially all of the risks and benefits incidental to ownership of the leased item are capitalised at the present value of the minimum lease payments and disclosed as property, plant and equipment under lease. A lease liability of equal value is also recognised.

Capitalised leased assets are depreciated over the shorter of the estimated useful life of the assets and the lease term. Minimum lease payments are allocated between interest expense and reduction of the lease liability with the interest expense calculated using the interest rate implicit in the lease and recognised directly in net profit.

#### (e) Payables

Liabilities for trade creditors and other amounts are carried at cost which is the fair value of the consideration to be paid in the future for goods and services received, whether or not billed to the Union.

# (f) Interest bearing liabilities

Finance lease liability is determined in accordance with AASB 1008 "Leases".

# (g) Income recognition

Income is recognised to the extent that it is probable that the economic benefits will flow to the Union and the income can be reliably measured. The following specific recognition criteria must also be met before income is recognised:

# Member contributions

Control of the right to receive the membership contributions.

# Interest

Control of the right to receive the interest payment.

# **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

### (h) Taxes

The provision for income tax is not necessary as "Trade Unions" are exempt from income tax under Section 23(f) of the Income Tax Assessment Act.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST except:

- Where the GST incurred on a purchase of goods and services is not recoverable from the taxation authority, in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item as applicable; and
- Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the Statement of Financial Position.

Cash flows are included in the Statement of Cash Flows on a gross basis and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the taxation authority are classified as operating cash flows.

# (i) Employee benefits

Provision is made for employee benefits accumulated as a result of employees rendering services up to the reporting date. These benefits include wages and salaries, annual leave and long service leave.

Liabilities arising in respect of wages and salaries and annual leave expected to be settled within twelve months of the reporting date are measured at their nominal amounts based on remuneration rates which are expected to be paid when the liability is settled.

The provision for long service leave has not been calculated in accordance with AASB 1028 "Employee Benefits". Liabilities are recognised in accordance with Union policy and are measured at the nominal rate at reporting date. ASSB 1028 "Employee Benefits" was not applied due to the small number of staff members and the consequent impracticality of applying the discounting method. The method applied is consistent with prior years.

Employee benefits expenses and revenues arising in respect of the following categories:

- Wages and salaries, non monetary benefits, annual leave, long service leave, sick leave and other benefits; and
- Other types of employee benefits

Are recognised against profits on a net basis in their respective categories.

# (j) Comparatives

Where, necessary, comparatives have been reclassified and repositioned for consistency with the current year disclosures.

# **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

#### FOR THE YEAR ENDED 30 JUNE 2005

# 2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirement of the Workplace Relations Act 1996 the attention of members is drawn to the provisions of sub-sections (1),(2) and (3) of section 274 of that Act, which reads 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.

# 3. REVENUES FROM ORDINARY ACTIVITIES

Membership Contributions
Reimbursements from Federal Office
Rent Received
Sundry Income
Levy
National Organising Fund
Interest Received
TCOA fees
Profit on Sale of Non Current Assets
Board Sitting Fees

TOTAL REVENUES FROM ORDINARY ACTIVITIES



2004
727,789
40,603
11,542
7,278
27,301
75,000
3,736
1,684
55,199
-----950,132

# TASMANIAN BRANCH

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

#### 4. **EXPENSES**

Salaries & Employee Benefits Expense Annual Leave Provision Fringe Benefits Tax Long Service Leave Payroll Tax Salaries & Allowances Superannuation Contributions Training & Development Travelling & Accommodation Expense

Total Salaries & Employee Benefits Expense

General Office Advertising Accountancy Fees Affiliation Audit Fees

Catering & Functions Commissions Allowed

Filing Fees

Information Technology Expenditure

Insurance

Publications & Subscriptions

Legal Costs Electricity

Meeting Expenses

Motor Vehicles Expenses

Postage & Freight

Printing & Stationery

Miscellaneous

Rates & Taxes

Rent-Scobies

Rent- Other

Repairs & Maintenance

Telephone & Fax

Political Campaigning

Bad Debts Expense

Total General Office Expense



2004 10,036 8,874 14,416 29,700 445,836 56,273 8,087 5,320 578,542 2,484 2,090 18,396 6,000 5,369 7,758 186 10,412 13,825 6,354 1,593 3,976 5,057 16,345 5,309 10,085 26,073 9,577 1,057 1,200 6,956 25,325 185,427

# **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

# 5. TRADE RECEIVABLES

Trade Receivables Provision for Doubtful Debts **2004** 54,464

(2,000)

52,464

# (a) Terms and Conditions

Terms and conditions relating to the above financial instruments

(i) Trade debtors are non-interest bearing and generally on terms negotiated with the member sponsor. This can range between 14-180 days.

# 6. PROPERTY, PLANT & EQUIPMENT

Land and Buildings- At Valuation

Plant & Equipment

Less: Accumulated Depreciation

Motor Vehicles – Under Lease Less: Accumulated Amortisation

Leasehold Improvements
Less: Accumulated Amortisation

TOTAL PROPERTY, PLANT & EQUIPMENT

400,000 400,000	488,775
CAU	488,775
(JRM 3736)	180,954 (177,738)
(8,728)	3,216
105 MB	130,973 (50,797)
1933)	80,176 
10 LABO	14,181 (14,056)
	125
PALIS	572,292

# **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

# 6. PROPERTY PLANT & EQUIPMENT (CONTINUED)

# RECONCILIATIONS

Plant & Equipment Opening Written Down Value Add purchases Less Depreciation

Closing Written Down Value

Motor Vehicles Under Lease Opening Written Down Value Add purchases Less disposals Less Amortisation Add Write Back on Amortisation

Closing Written Down Value

Leasehold Improvements Opening Written down Value Less Depreciation

Closing Balance

Land & Buildings Opening Value Less Disposals

Closing Value



# **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

# 7. TRADE CREDITORS

Trade Creditors
Sundry Accruals
Sustentation Fees

Total Trade and Sundry Creditors

1000 20,778 20,778 21,270 20,400

7(a)

7(a)

7(a)

25,442 27,176 31,132 83,750

# (a) Terms and Conditions

Terms and conditions relating to the above financial instruments

- (i) Trade creditors are non-interest bearing and normally settled on 30 day terms.
- (ii) Sundry accruals are non interest bearing and are normally settled on 30 day terms.
- (iii) Sustentation fees are non interest bearing and are usually settled on 90 day terms.

# 8. <u>LEASING COMMITMENTS</u>

Payable - Not later than one year

- Later than one year and not later than five years

Minimum Lease Payments

Less Future Finance Charges

Total Lease Liability

Shown in accounts as:

- current liability
- non-current liability



# **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

# 9. UNAPPROPRIATED FUNDS

Unappropriated Funds Asset Revaluation Reserve

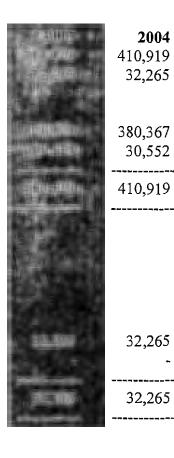
Unappropriated Funds Balance at Beginning of year Add Profit (Loss) for the year

Balance at end of year

Asset Revaluation Reserve
(i) Nature and purpose of reserve
The asset revaluation reserve is used to record increments and decrements in the value of non-current assets.

Movements in reserve Balance at Beginning of year Movements during year

Balance at end of year



# **TASMANIAN BRANCH**

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

2005

2004

# 10. NOTES TO THE STATEMENT OF CASH FLOWS

# (a) Reconciliation of Cash

For the purpose of the Statement of Cash Flows, cash includes cash on hand and in banks net of any outstanding bank overdrafts. Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

Joint Operating Account Cash Deposit Account Bank Bill

(b) Reconciliation of Net Cash Provided by (Used in)
Operating Activities to Operating Profit
after Tax:

Operating Profit (Loss)

Depreciation

Leasing Charges

Profit on Sale of Non-Current Assets

Increase/(Decrease) in Annual Leave Provision

Increase/(Decrease) in Long Service Leave Provision

Increase/(Decrease) in Creditors

(Increase)/Decrease in Sundry Debtors

(Increase)/Decrease in Trade Debtors

(Increase)/Decrease in GST Receivable Accounts

Net Cash Provided by (Used in) Operating Activities

144,189 1,34() 1,34(,629 144,535	41,071 26,393 50,000 
intaion,	30,552
11.700 TO MORE TO MORE MAJORI	20,868 4,994 (1,684) 10,036 13,242 (48,910) (5,387) (13,132) 9,141
(115,100)	19,720

# TASMANIAN BRANCH

# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

# FOR THE YEAR ENDED 30 JUNE 2005

# 11. REMUNERATION OF OFFICERS

The number of officers of Liquor, Hospitality & Miscellaneous Union, Tasmanian Branch, whose remuneration (including Superannuation contributions) falls within the following bands:

\$60,000

\$69,999

\$50,000

\$59,999



2004

1

The number of employees employed at reporting date was 15 (2004: 13)

#### 12. RELATED PARTY DISCLOSURES

The officers of Liquor, Hospitality & Miscellaneous Union, Tasmanian Branch during the financial year were:

President

Julie Smith

Vice President

Robert William Terry

Vice President

Royal (Mick) Leppard

Secretary

David O'Byrne

**Executive Member** 

Lisa Crowe

Executive Member

George Bullock

**Executive Member** 

Simon Hughes

**Executive Member** 

Peta Brinsmead

#### Details of loans to officers is Nil

There were no other transactions between the officers and the Union other than those relating to their membership of the Union and the reimbursement by the Union in respect of expenses incurred by them in the performance of their duties. Such transactions have been on conditions no more favourable than those which it is reasonable to expect would have been adopted by parties at arm's length.

An interest free loan is held with the National Union for \$10,000 (2004: \$20,000). This loan has been provided for capital improvements and has no set repayment terms.

# **TASMANIAN BRANCH**

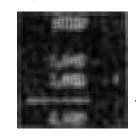
# NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

#### FOR THE YEAR ENDED 30 JUNE 2005

# 13. AUDITORS REMUNERATION

Amounts received or due and receivable by Wise Lord & Ferguson for:

- an audit or review of the financial report of the union
- other services provided



2004

4,850

2,940

7,790

# 14. IMPACT OF ADOPTING AASB EQUIVALENTS TO IASB STANDARDS

Liquor, Hospitality & Miscellaneous Union Tasmanian Branch has commenced transitioning its accounting policies and financial reporting from current Australian Standards to Australian equivalents of International Financial Reporting Standards (IFRS). The Union has established a project team to assess the impact areas. As the Union has a 30 June year end, priority has been given to considering the preparation of an opening balance sheet in accordance with AASB equivalents to IFRS as at 1 July 2004. This will form the basis of accounting for Australian equivalents of IFRS in the future, and is required when Liquor, Hospitality & Miscellaneous Union prepare its first fully IFRS complaint financial report for the year ended 30 June 2006.

#### 15. DESCRIPTION OF OPERATIONS

The principal activities of the Union are to provide benefits to its members.

# 16. SIGNIFICANT CHANGES IN THE STATE OF AFFAIRS

During the year there were no significant changes in the state of affairs.

### 17. SIGNIFICANT EVENTS AFTER BALANCE DATE

There were no significant events after balance date.

# 18. REGISTERED OFFICE

165-167 Davey Street HOBART TASMANIA 7000

# LIQUOR, HOSPITALITY & MISCELLANEOUS UNION TASMANIAN BRANCH

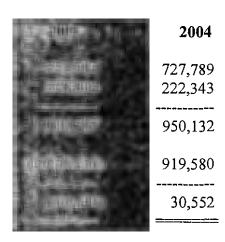
# SUMMARY OF THE FINANCIAL STATEMENTS 30 JUNE 2005

# PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2005

Income
Membership contributions
Other income

Less Total Expenditure

Operating Surplus for the year



# BALANCE SHEET

# **AS AT 30 JUNE 2005**

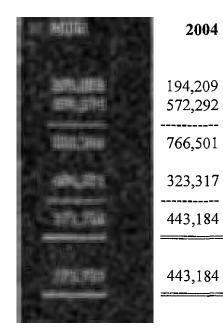
Current assets
Non-current assets

TOTAL ASSETS

Less Total Liabilities

**NET ASSETS** 

Accumulated Funds



# LIQUOR, HOSPITALITY & MISCELLANEOUS UNION TASMANIAN BRANCH RESOLUTIONS OF THE COMMITTEE OF MANAGEMENT

### **Operating Report**

1. 'Resolved that the operating report for the year ended 30 June 2005 as prepared by David O'Byrne as designated officer of the Branch be approved and be signed by Peta Brinsmead and Rob Terry on behalf the committee.'

# Committee of Management's Statement in respect of the Financial Report for the year ended 30 June 2005

- 1. Resolved, that in the opinion of committee of management:
  - (a) The financial report complies with the Australian Accounting Standards;
  - (b) The financial report complies with the reporting guidelines of the Industrial Registrar;
  - (c) 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 June 2005;
  - (d) There are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable; and
  - (e) During the financial year ended 30 June 2005 and since the end of the financial year:
    - (i) Meetings of the Committee of Management were held in accordance with the rules of the organisation and the rules of the branch; and
    - (ii) The financial affairs of the branch have been managed in accordance with the rules of the organisation and the rules of the branch; and
    - (iii) 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
    - (iv) 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 organisation; and
    - (v) 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 or Registrar; and
    - (vi) There has been compliance with any order for inspection of the financial records made by the Commission under section 273 of Schedule 1B to the Workplace Relations Act 1996'.
- 2. Resolved that David O'Byrne as designated officer of the Branch be authorised to sign the Committee of Management's Statement containing the above declarations of the committee.

# Concise financial report for the year ended 30 June 2005

1. Resolved that the concise financial report, operating report, and statement by auditor for the year ended 30 June 2005 be distributed to members by publishing in the branch's journal.

Date 1105

P. Duin

# LIQUOR, HOSPITALITY & MISCELLANEOUS UNION TASMANIAN BRANCH

#### COMMITTEE OF MANAGEMENT'S STATEMENT

I, David O'Byrne being a designated officer of the Liquor, Hospitality & Miscellaneous Union Tasmanian Branch, report that the Committee of Management of the branch at a meeting of the Committee held on 20<sup>th</sup> September 2005 resolved that the following declarations, passed by the Committee at that meeting, in relation to the financial report of the branch for the year ended 30 June 2005 be included in the financial report.

In the opinion of the Committee of Management:

- (a) the financial report complies with the Australian Accounting Standards;
- (b) the financial report complies with the reporting guidelines of the Industrial Registrar;
- (c) 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 June 2005;
- (d) there are reasonable grounds to believe that the branch will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year ended 30 June 2005 and since the end of the financial year:
  - (i) meetings of the Committee of Management were held in accordance with the rules of the organisation and the rules of the branch; and
  - (ii) the financial affairs of the branch have been managed in accordance with the rules of the organisation and the rules of the branch; and
  - (iii) 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 an Accountability of Organisations) Regulations 2003; and
  - (iv) the financial records of the branch have been kept, as far as practicable, in a consistent manner each of the other branches and national council of the organisation; and
  - (v) the information sought in any request of a member of the branch or a Registrar duly made under Section 272 of Schedule 1B to the Workplace Relations Act 1996 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 Schedule 1 B to the Workplace Relations Act 1996.

Dated

#### INDEPENDENT AUDIT REPORT

To the members of the Liquor, Hospitality and Miscellaneous Union Tasmanian Branch.

### Scope

The Financial Report and the Committee of Management's Responsibility

The financial report comprises the statement of financial position, statement of financial performance, statement of cash flows, the accompanying notes to the financial statements and the committee of management's statement for the Liquor, Hospitality and Miscellaneous Union Tasmanian Branch, for the year ended 30 June 2005.

The committee of management and the secretary of the branch are responsible for the preparation and true and fair presentation of the financial report in accordance with the Workplace Relations Act 1996. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit Approach

We have conducted an independent audit in order to express an opinion to the members of the Branch. Our audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the Workplace Relations Act 1996, including compliance with Accounting Standards and other mandatory professional reporting requirements in Australia a view which is consistent with our understanding of the Branch's financial position and its performance as represented by the results of its operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the committee of management and the secretary of the branch.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

# Independence

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

#### AUDIT OPINION

In our opinion the financial report of Liquor, Hospitality and Miscellaneous Union Tasmanian Branch is in accordance with:

- (a) the Workplace Relations Act 1996, including:
  - (i) giving a true and fair view of the branch's financial position as at 30 June 2005 and of its performance for the year ended on that date; and
  - (ii) complying with Australian Accounting Standards: and
  - (iii) complying with any other requirements imposed by the Reporting Guidelines of Part 3 of Chapter 8 of Schedule 1B of the Act; and
- (b) other mandatory professional reporting requirements in Australia.

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Wise Lord & Ferguson Chartered Accountants

**H J GIBSON** 

PARTNER

Wise Lord & Ferguson

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Date

20 Systember 2005

# LIQUOR, HOSPITALITY & MISCELLANEOUS UNION TASMANIAN BRANCH

# FINANCIAL REPORTS FOR THE YEAR ENDED 30 JUNE 2004 CERTIFICATE FOR LODGEMENT WITH REGISTRAR

# CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER

In accordance with Section 268 of Schedule 1B to the Workplace Relations Act 1996, I David O'Byrne being a prescribed designated officer, hereby certify that the attached copies of the concise report and the full report are copies of the documents provided to members and presented to a meeting in accordance with section 266 of Schedule 1B to the Workplace Relations Act 1996.

Date



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

Mr Jeff Lawrence National Secretary Liquor, Hospitality and Miscellaneous Union Locked Bag 9 HAYMARKET NSW 1240

Dear Mr Lawrence

# Re Financial Return – Tasmanian Branch – year ending 30 June 2005 (FR2005/503)

Thank you for lodging the above financial documents which were received on 7 February 2006.

I draw your attention to the inclusion, at Note 2 of the Notes to and forming part of the Financial Accounts, of a Notice in accordance with the superseded s274 of the unamended Workplace Relations Act 1996, instead of a Notice in accordance with s272 of the RAO Schedule. The correct Notice should be included in future returns.

I also draw your attention to the omission from the record of names of the Committee of Management in the Operating Report of the periods during which each person held their office and the reporting only "as at 30 June 2005". I refer you to regulation 159(c) of the RAO Regulations.

As the documents have otherwise complied with the legislative requirements, they have been filed.

Yours sincerely

Stephen Kellett

Assistant Manager, Sydney Registry

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10 February 2006