



Australian Government
Australian Industrial Registry

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
Telephone: (02) 8374 6666
Fax: (02) 9380 6990

Ref: FR2008/495-[108V-TAS]

Mr David J O'Byrne
Branch Secretary
Liquor, Hospitality and Miscellaneous Union-
Tasmanian Branch
165-167 Davey Street
HOBART TAS 7000

Dear Mr O'Byrne

**Re: Financial Return - year ending 30 June, 2008
Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)**

This is a courtesy letter to remind you of the financial reporting obligations of the abovenamed reporting unit under the *Workplace Relations Act 1996* ('the Act') for the financial year ended 30 June, 2008.

The legislative scheme set out in Chapter 8, Part 3 of the RAO Schedule is directed at ensuring that a registered organisation or a branch of such an organisation discharges obligations of accountability to its members in relation to its financial affairs through proper and regular disclosure of financial information. The various steps of the financial reporting requirements must be carried out within the time-scales prescribed by the legislation so as to ensure the relevance of the financial information provided to the members. A copy of the time-scale provisions is attached for your information.

Now that the financial year has ended, it is timely that you put in train the various steps of the financial reporting requirements. We recommend you and your accountant/auditor refer to the following documents on the Commission's website where a new site has been created dealing with:

- RAO Fact sheets - These Fact Sheets explain the requirements of the RAO Schedule - many of them deal with financial reporting matters.
- Financial Reporting Sample Documents - Sample Committee of Management's Statement, Designated Officer's Certificate and checklists for illustrative purposes.
- Registrar's Reporting Guidelines - The GPFR 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 Schedule and RAO Regulations

You can access these documents at: <http://www.airc.gov.au/registered/FR/information.htm>.

The Registry strongly encourages your organisation to lodge documents electronically by either:

- Sending an email with the documents attached to: orgs@air.gov.au
- Sending the documents by fax to: (03) 9655 0410

We encourage you to contact the Registry on (02) 8374 6507 or by e-mail at steve.teece@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

Steve Teece
(02) 8374 6507
10 July, 2008

TIMELINE/ PLANNER

Financial reporting period ending:	/ /
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Prepare financial statements and Operating Report.
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(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.	/ /
(b) The Designated Officer must sign and date the Committee of Management Statement which is then forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).	/ /

As soon as practicable after end of financial year

Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /
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Within a reasonable time of having received the GPFR
(NB: Auditor's report *must* be dated on or after date of Committee of Management Statement)

Provide full report free of charge to members – s265 The full report includes: • the General Purpose Financial Report (which includes the Committee of Management Statement); • the Auditor's Report; and • the Operating Report.	/ /
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(a) if the report is to be presented to 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.

Present full report to:	/ /
(a) General Meeting of Members - s266 (1),(2); or	/ /
(b) where the rules of organisation or branch 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 in the Industrial Registry, together with the Designated Officer's certificate – s268 #	/ /
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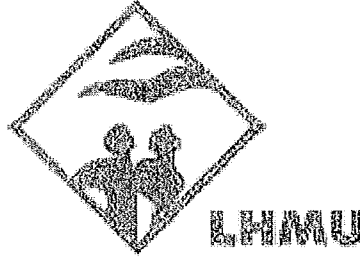
Within 14 days of meeting

* The full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

The Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the certificate stating that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. A non-elected official is not allowed to sign the certificate.

National Office
Level 9
187 Thomas Street
Haymarket NSW 2000

Louise Tarrant *Brian Daley*
National Secretary National President



Locked Bag 9
Haymarket NSW 1240
Telephone: (02) 8204 3000
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E-mail: lhm@lhm.org.au
Web address: www.lhm.org.au

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

ABN: 5272 8088 684

15 December 2008

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

Dear Mr Jenkins

Please address all correspondence to the National Secretary



Re: TASMANIA BRANCH FINANCIAL REPORTS

I am writing to lodge the financial reports for the LHMU Tasmania Branch for the year ended 30 June 2008. 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 14 November 2008. The Executive resolved:

- That the operating report be approved and signed.
- To endorse the Branch Executive Statement.
- That the National 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 5 December 2008 and was adopted. Also enclosed is a copy of the Branch Secretary's certificate dated 11 December 2008.

On the basis of the above and the enclosed documentation it would seem that the Tasmania 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
Tasmanian Branch**

FINANCIAL REPORTS FOR THE YEAR ENDED 30 JUNE 2008

CERTIFICATE BY SECRETARY OR PRESCRIBED OFFICER

I, 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 24 November 2008 and
- That the full report was presented to a meeting of the committee of management of the reporting unit on 5 December, 2008 in accordance with section 266 of the RAO Schedule.

Signed

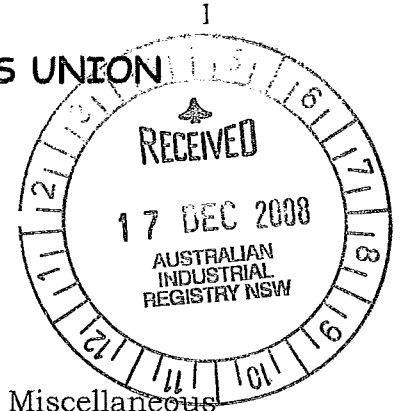


Date:

11/12/08

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

OPERATING REPORT 2008



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 whilst have improved significantly over the last few years has returned to a deficit position. The Branch has returned a deficit of \$88,729 for the 07/08 financial year. This is due to an increased investment in organising and campaigning activities.

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 3169 members of the Branch as at 30th June 2008

Employees of the Branch

As at 30th June 2008 the Branch employed 12 fulltime staff members, 1 part-time staff member and 1 casual staff member.

Superannuation Trustees

We do not currently have any Superannuation Trustees

Tasmanian Work Cover Board

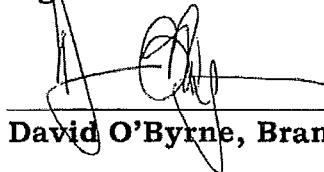
Peter Tullgren is a research officer for the Branch and is a member of the Work Cover Board of Tasmania.

Committee of Management

The Executive of the union is also the committee of management. The members of the committee of management, that being known as the Branch Executive were:

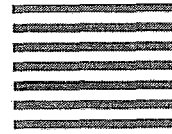
- | | |
|-----------------------|-----------------------------------|
| • Brinsmead, Peta | President (1/7/07-30/6/08) |
| • Terry, Rob | Vice President (1/7/07-30/6/08) |
| • Shirley Kelly | Vice President (1/7/07-30/6/08) |
| • O'Byrne, David | Secretary (1/7/07-30/6/08) |
| • Peter Matthews | Executive Member (1/7/07-05/5/08) |
| • Beth Lockett | Executive Member (1/7/07-30/6/08) |
| • Carl Jones | Executive Member (1/7/07-30/6/08) |
| • Monique Brouillette | Executive Member (1/7/07-30/6/08) |
| • Julie Smith | Executive Member (1/7/07-30/6/08) |
| • Duncan Massey | Executive Member (1/7/07-1/12/07) |
| • Hughes, Simon | Executive Member (1/7/07-30/6/08) |

Signed:



David O'Byrne, Branch Secretary

Date: 14/11/08



Wise Lord & Ferguson

advice to advantage

Independent Audit Report to the members of the Liquor, Hospitality and Miscellaneous Union Tasmanian Branch



Chartered Accountants

Scope

The Financial Report and the Committee of Management's Responsibility

The financial report comprises the balance sheet, income statement, statement of cash flows, statement of changes in equity, 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 2008.

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 as to 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.



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Tel: (03) 6223 6155 Fax: (03) 6223 8993 Email: email@wlf.com.au Internet: www.wlf.com.au

Partners: Peter Beven, Harvey Gibson, Danny McCarthy,
Douglas Thomson, Joanne Doyle, Stuart Clutterbuck, Ian Wheeler
Managers: Shenna Hurd, Marg Marshall, Sharon Breen, Dean Johnson
Alicia Leis, Melanie Richardson, Nick Carter, Paul Lyons, Kane Ingham, Kate Barnes
Consultants: Brent Palfreyman, Robert Whitehouse

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 2008 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.

H J Gibson
Wise Lord & Ferguson

H J GIBSON

PARTNER
Wise Lord & Ferguson
Chartered Accountants

25 November 2008
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Date

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

INCOME STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

		2008	2007
Revenues	Notes 3	1,402,948	1,421,512
Depreciation Expense		(50,822)	(42,099)
Leasing Charges		(15,406)	(11,630)
Salaries & Employee Benefits Expense	4	(1,054,793)	(886,788)
General Office Expense	4	(225,793)	(221,749)
Sustentation fees		(144,863)	(143,753)
PROFIT (LOSS)		(88,729)	115,493
NET PROFIT (LOSS)		(88,729)	115,493
TOTAL CHANGES IN EQUITY		(88,729)	115,493

The accompanying notes form part of these financial statements.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

BALANCE SHEET

AS AT 30 JUNE 2008

	Notes	2008	2007
<u>CURRENT ASSETS</u>			
Cash At Bank	9(a)	221,598	227,606
Trade Debtors	5	5,500	73,020
Sundry Debtors		1,803	5,160
GST Receivable (Payable)		(12,913)	(8,507)
TOTAL CURRENT ASSETS		215,988	297,279
<u>NON-CURRENT ASSETS</u>			
Property, Plant & Equipment	6	537,654	506,761
TOTAL NON-CURRENT ASSETS		537,654	506,761
TOTAL ASSETS		753,642	804,040
<u>CURRENT LIABILITIES</u>			
Trade and Sundry Creditors	7	122,796	88,851
Motor Vehicle Finance Liability	8	27,796	104,650
Provision for Long Service Leave		109,210	103,555
Provision for Annual Leave		86,593	71,889
TOTAL CURRENT LIABILITIES		346,395	368,945
<u>NON CURRENT LIABILITIES</u>			
Motor Vehicle Finance Liability	8	71,016	10,135
TOTAL NON-CURRENT LIABILITIES		71,016	10,135
TOTAL LIABILITIES		417,411	379,080
NET ASSETS		336,231	424,960
<u>UNAPPROPRIATED FUNDS AND RESERVES</u>			
Unappropriated Funds		303,966	392,695
Asset Revaluation Reserve		32,265	32,265
		336,231	424,960

The accompanying notes form part of these financial statements.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2008

	Notes	2008	2007
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>			
Receipts from Trading		1,535,855	1,495,691
Interest Received		11,574	10,192
Payments to Suppliers & Employees		(1,356,734)	(1,313,678)
Goods & Services Tax paid		(100,047)	(86,553)
		-----	-----
Net Cash Provided by (Used in) Operating Activities	9(b)	90,648	105,652
 <u>CASH FLOWS FROM INVESTING ACTIVITIES</u>			
Proceeds from Sale of Fixed Assets		721	18,911
Acquisition of Property, Plant and Equipment		(19,262)	(2,916)
		-----	-----
Net Cash Provided by (Used in) Investing Activities		(18,541)	15,995
 <u>CASH FLOWS FROM FINANCING ACTIVITIES</u>			
Payment of Loan		-	(10,000)
Finance Lease Payments		(78,115)	(54,791)
		-----	-----
Net Cash Used in Financing Activities		(78,115)	(64,791)
 Net Increase/(Decrease) in Cash Held		 (6,008)	 56,856
Cash at the Beginning of the Year		227,606	170,750
		-----	-----
<u>CASH AT THE END OF THE YEAR</u>	9(a)	221,598	227,606
		=====	=====

The accompanying notes form part of these financial statements.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2008

	UNAPPROPRIATED FUNDS	ASSET REVALUATION RESERVE	TOTAL EQUITY
AT 1 JULY 2006	277,202	32,265	309,467
Profit (Loss) for the year	115,493	-	115,493
	-----	-----	-----
AT 30 JUNE 2007	392,695	32,265	424,960
	-----	-----	-----
Profit (Loss) for the year	(88,729)	-	(88,729)
	-----	-----	-----
AT 30 JUNE 2008	303,966	32,265	336,231
	=====	=====	=====

The accompanying notes form part of these financial statements.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

1. **ACCOUNTING METHODS**

Basis of Preparation

The financial report is a general purpose financial report that has been prepared in accordance with the requirements of the Corporations Act 2001 Australian Accounting Standards.

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.

Statement of Compliance

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

(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.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

Depreciation rates are;

	2008	2007
Leased vehicles	20-22.5%	20-22.5%
Property plant and equipment	10-33%	10-33%
Leasehold improvements	10-25%	10-25%

(d) Leases

Finance Leases, which transfer to the Union substantially all the risks and benefits incidental to ownership of the leased item, are capitalised at the inception of the lease at the fair value of the leased property.

Lease payments are apportioned between the finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are charged directly against income.

(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 117 "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.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

(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 Balance Sheet.

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 119 "Employee Benefits". Liabilities are recognised in accordance with Union policy and are measured at the nominal rate at reporting date. AASB 119 "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.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

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**

	2008	2007
Membership Contributions	1,180,090	1,214,808
Reimbursements from Federal Office	8,194	13,891
Sundry Income	14,236	23,096
Small Branch Reimbursement	160,000	140,000
Interest Received	11,574	10,192
Profit on Sale of Non Current Assets	16,436	6,197
Board Sitting Fees	12,418	13,328
TOTAL REVENUES	1,402,948	1,421,512

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

4. **EXPENSES**

	2008	2007
Salaries & Employee Benefits Expense		
Annual Leave Provision	14,704	(27,816)
Fringe Benefits Tax	10,607	9,965
Long Service Leave	17,359	1,444
Payroll Tax	55,426	48,495
Salaries & Allowances	799,409	719,773
Superannuation Contributions	94,004	82,711
Training & Development	22,577	27,113
Travelling & Accommodation Expense	40,707	25,103
	-----	-----
Total Salaries & Employee Benefits Expense	1,054,793	886,788
	-----	-----
General Office		
Advertising	8,142	7,086
Accountancy Fees	10,441	14,068
Affiliation	23,624	24,675
Audit Fees	6,825	6,500
Bank Charges	4,090	5,105
Catering & Functions	5,202	4,119
Commissions Allowed	7,250	9,248
Information Technology Expenditure	4,319	7,202
Insurance	2,684	17,363
Publications & Subscriptions	16,071	19,326
Legal Costs	1,470	-
Electricity	5,919	4,315
Meeting Expenses	9,081	8,142
Motor Vehicles Expenses	33,322	24,073
Postage & Freight	5,481	9,054
Printing & Stationery	11,546	10,337
Miscellaneous	12,481	7,980
Rates & Taxes	8,782	7,909
Rent- Other	8,248	8,120
Repairs & Maintenance	6,958	2,893
Telephone & Fax	32,911	23,984
Political Campaigning	946	250
	-----	-----
Total General Office Expense	225,793	221,749
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LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

5. **TRADE RECEIVABLES**

		2008	2007
Trade Receivables	5(a)	5,500	75,020
Provision for Doubtful Debts		-	(2,000)
		<u>5,500</u>	<u>73,020</u>

(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		400,000	400,000
		<u>400,000</u>	<u>400,000</u>
Plant & Equipment		193,508	201,950
Less: Accumulated Depreciation		(178,111)	(190,268)
		<u>15,397</u>	<u>11,682</u>
Motor Vehicles – Under Lease		198,980	189,630
Less: Accumulated Amortisation		(76,723)	(94,551)
		<u>122,257</u>	<u>95,079</u>
Leasehold Improvements		13,842	14,181
Less: Accumulated Amortisation		(13,842)	(14,181)
		<u>-</u>	<u>-</u>
TOTAL PROPERTY, PLANT & EQUIPMENT		<u>537,654</u>	<u>506,761</u>

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2007

6. PROPERTY PLANT & EQUIPMENT (CONTINUED)	2008	2007
RECONCILIATIONS		
Plant & Equipment		
Opening Written Down Value	11,682	13,256
Add purchases	8,262	2,917
Less Depreciation	(4,541)	(4,491)
Less disposals	(6)	-
Closing Written Down Value	15,397	11,682
Motor Vehicles Under Lease		
Opening Written Down Value	95,079	117,190
Add purchases	102,463	28,211
Less disposals	(29,004)	(12,714)
Less Amortisation	(46,281)	(37,608)
Closing Written Down Value	122,257	95,079
Land & Buildings		
Opening Value	400,000	400,000
Less Disposals	-	-
Closing Value	400,000	400,000

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

7. TRADE CREDITORS

		2008	2007
Trade Creditors	7(a)	58,310	26,527
Sundry Accruals	7(a)	24,725	22,248
Sustentation Fees	7(a)	39,761	40,076
		-----	-----
Total Trade and Sundry Creditors		122,796	88,851
		-----	-----

(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. LEASING COMMITMENTS

Payable - Not later than one year		35,087	109,713
- Later than one year and not later than five years		79,588	10,942
		-----	-----
Minimum Lease Payments		114,675	120,655
		-----	-----
Less Future Finance Charges		(15,863)	(5,870)
		-----	-----
Total Lease Liability		98,812	114,785
		-----	-----
Shown in accounts as:			
- current liability		27,796	104,650
- non-current liability		71,016	10,135
		-----	-----
		98,812	114,785
		-----	-----

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

	2008	2007
9. <u>NOTES TO THE CASH FLOW STATEMENT</u>		
(a) <u>Reconciliation of Cash</u>		
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 Balance Sheet as follows:-		
Joint Operating Account	79,449	87,767
Cash Deposit Account	1,499	8,320
Bank Bill	140,650	131,519
	221,598	227,606
	221,598	227,606
(b) <u>Reconciliation of Net Cash Provided by (Used in) Operating Activities to Profit after Tax:</u>		
Profit (Loss)	(88,729)	115,493
Depreciation	50,822	42,099
Leasing Charges	15,406	11,630
Profit on Sale of Non- Current Assets	(16,436)	(6,197)
Increase/(Decrease) in Provisions	18,360	(26,372)
Increase/(Decrease) in Payables	50,355	(35,015)
(Increase)/Decrease in Receivables	72,872	3,226
(Increase)/Decrease in GST Receivable	(12,002)	788
	90,648	105,652
	90,648	105,652

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION

TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

10. REMUNERATION OF OFFICERS

The aggregate amount of remuneration paid to officers during the financial year was \$85,514.

The aggregate amount paid during the financial period to a superannuation plan in respect of the retirement of officers was \$8,328.

11. RELATED PARTY DISCLOSURES

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

President	Peta Brinsmead
Vice President	Robert William Terry
Vice President	Shirley Kelly
Secretary	David O'Byrne
Executive Members	Simon Hughes
	Beth Lockett
	Monique Wickham
	Russell Armstrong
	Carl Jones
	Julie Smith

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.

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION

TASMANIAN BRANCH

NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2008

12. AUDITORS REMUNERATION

	2008	2007
Amounts received or due and receivable by Wise Lord & Ferguson for:		
- an audit or review of the financial report of the Union	6,825	6,450
- other services provided	2,550	2,400
	9,375	8,850

13. DESCRIPTION OF OPERATIONS

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

14. SIGNIFICANT CHANGES IN THE STATE OF AFFAIRS

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

15. SIGNIFICANT EVENTS AFTER BALANCE DATE

There were no significant events after balance date.

16. MONIES RECEIVED FROM EMPLOYERS

There was no money received for underpayment of wages from employers this financial year.

17. REGISTERED OFFICE

165-167 Davey Street
HOBART
TASMANIA 7000

**LIQUOR, HOSPITALITY & MISCELLANEOUS UNION
TASMANIAN BRANCH**

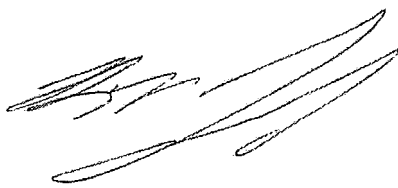
COMMITTEE OF MANAGEMENT'S STATEMENT

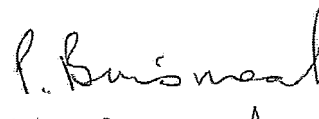
I, David O'Byrne being a designated officer of the Liquor, Hospitality & Miscellaneous Union Tasmanian Branch, report that the Committee of Management of the branch at a meeting of the Committee held on resolved that the following declarations, passed by the Committee at that meeting, in relation to the financial report of the branch for the year ended 30 June 2008 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 2008;
- (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 2008 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 financial records made by the Commission under section 273 of Schedule 1 B to the Workplace Relations Act 1996.

14/11/08
.....
Dated


Robert William Terry
Vice President


Peta Brinsmead
President

**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 2008 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 2008

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 2008;
 - (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 2008 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 2008

1. Resolved that the concise financial report, operating report, and statement by auditor for the year ended 30 June 2008 be distributed to members by publishing in the branch's journal.

.....
Date



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

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, Tasmanian Branch – for year ending 30 June 2008 (FR2008/495)**

I refer to the abovementioned financial statements and accounts which were lodged in the Registry on 17 December 2008.

The legislative requirements have been substantially met and accordingly the documents have been filed.

Please note for future reference that the notice set out at Note 2 of the Notes to the Accounts reflected the repealed sub-sections 274(1), (2) and (3) of the pre-RAO version of the *Workplace Relations Act 1996*. The notice should in future reflect the wording of sub-sections 272(1), (2) and (3) of the current version of the Act (see attached).

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Stephen Kellett'.

Stephen Kellett
Statutory Services Branch

2 January 2009

272 Information to be provided to members or Registrar

(1) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

(2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

(3) A reporting unit must comply with an application made under subsection (1).

Note: This subsection is a civil penalty provision (see section 305).

(5) [Notice in reports] A general purpose financial report prepared under section 253, **must include a notice drawing attention to subsections (1), (2) and (3) of this section and setting out those subsections.**

Note: This subsection is a civil penalty provision (see section 305).