



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: FR2008/496-[108V-VIC]

Ms Jane Farrell
Branch President
Liquor, Hospitality and Miscellaneous Union
- Victorian Branch
PO Box 327
North Melbourne VIC 3051

Dear Ms Farrell

**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: lhmu@lhmu.org.au
Web address: www.lhmu.org.au

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



ABN: 5272 8088 684

Please address all correspondence to the National Secretary

15 December 2008

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

Dear Mr Jenkins

Re: VICTORIA BRANCH FINANCIAL REPORTS

I am writing to lodge the financial reports for the LHMU Victoria 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 27 August 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 10 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 Victoria 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
Victorian Branch**

FINANCIAL REPORTS FOR THE YEAR ENDED 30 JUNE 2008

CERTIFICATE BY SECRETARY OR PRESCRIBED OFFICER

I, Jane Farrell, being the Acting Branch Secretary of the Liquor, Hospitality and Miscellaneous Union, Victorian Branch certify:

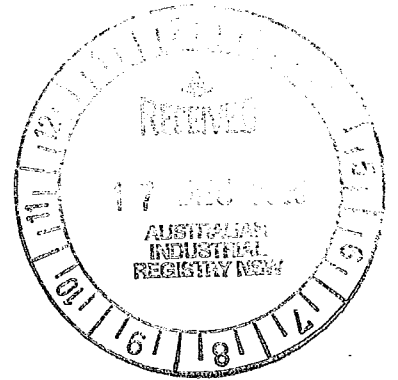
- That the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule; and
- That the full report was provided to members on 24 November 2008 and
- That the full report was presented to a meeting of the committee of management of the reporting unit on 10 December, 2008 in accordance with section 266 of the RAO Schedule.

Signed



Date:

11 December 2008



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

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH JUNE 2008**

Registered Address:

117-131 CAPEL STREET
NORTH MELBOURNE, VICTORIA, 3051

Tel: (03) 9235 7777
Fax: (03) 9235 7770

Secretary:

Jessica Walsh

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Statement of Financial Performance
Statement of Financial Position
Statement of Cash Flows
Notes to the Financial Statements

LIQUOR, HOSPITALITY & MISCELLANEOUS UNION VICTORIAN BRANCH

OPERATING REPORT

In accordance with Section 254 of the RAO Schedule of the Workplace Relations Act 1996 ("the Act") this Operating Report has been prepared to detail the activities of the Liquor Hospitality and Miscellaneous Union, Victorian Branch, for the financial year ended 30th June 2008, the results of those activities and any significant changes in the nature of those activities during the year.

1. Principal Activities of the Victorian Branch

The principal activities of the Victorian Branch of the LHMU, during the past year fell into the following categories:

- Implementation of the decisions of the Branch Executive and Branch Council.
- Implementation of the union's organising agenda, including strategic industry or site organising projects.
- Industrial support including representation of individual member, site and industry grievances, disputes and/or industrial matters, advice on legal and legislative matters and specific advice and support on Occupational Health and Safety and WorkCover matters and the training of Officials and Members on industrial matters, including dispute resolution.
- The administration of federal awards operating in the State of Victoria, the variation of awards following major test cases (such as living wage) and making applications to vary federal awards.
- Communications to members through member magazines, member newsletters and specific media releases and targeted publications.
- Administration of membership system to maintain member records including a history of payments made by individual members.
- Participation in broader union campaigns at times auspiced through Victorian Trades Hall Council.

2. Operating Result

The operating result of the Branch for the year ended 30th June 2008 was a surplus of \$330,514. No provision for tax was necessary as the Branch is considered exempt.

3. Significant Changes

There was no significant change in the financial affairs of the Branch during the year.

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

OPERATING REPORT (CONTINUED)

4. Rights of Members

All members of the Union have the right to resign from the Union in accordance with Rule 10 of the Union Rules, (and Section 174 of the RAO Schedule); namely, by providing written notice addressed and delivered to the Secretary of the Branch, including via email.

5. Superannuation Office-holders

The following officers and/or members of the Branch are directors of companies that are trustees of superannuation funds which require one or more of their directors to be a member representative -

<u>Officer / Member:</u>	<u>Trustee Company:</u>	<u>Name of Entity / Scheme:</u>	<u>Position:</u>
Brian Daley	HOSTPLUS Pty Ltd	HOSTPLUS	Director
Brian Daley	AustralianSuper Pty Ltd	AustralianSuper	Director
Brian Daley	Industry Superannuation Property Trust Pty Ltd	Industry Superannuation Property Trust	Director

6. Other Prescribed Information

In accordance with Regulation 159 of the Workplace Relations (Registration & Accountability of Organisations) Regulations -

- (a) the number of persons that were at the end of the financial year recorded in the register of members for sec. 230 of the RAO Schedule and who are taken to be members of the Branch under sec. 244 of the RAO Schedule was 17,958;
- (b) the number of persons who were at the end of the financial year employees of the Branch including both full-time and part-time employees measured on a full-time equivalent basis was 50;

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

OPERATING REPORT (CONTINUED)

6. Other Prescribed Information

- (c) the names of those who have been members of the Committee of Management of the Branch at any time during the financial year and the periods for which he or she held office were -


Name:	Period:
Vivian Duggan	1/7/07 - 28/9/07
Stephen McGhie	1/7/07 - 30/6/08
Brian Daley	1/7/07 - 28/9/07
Jane Farrell	1/7/07 - 30/6/08
Veronica Ilias	1/7/07 - 28/8/07
Jessica Walsh	1/7/07 - 30/6/08
Ben Redford	28/9/07 - 30/6/08
Dominic Fountain	1/7/07 - 30/6/08
Peter Casey	1/7/07 - 30/6/08
Bronwen Jefferson	1/7/07 - 30/6/08
Greg Frederickson	1/7/07 - 30/6/08
George Koutoumanos	1/7/07 - 30/6/08
Margarita Stark	1/7/07 - 30/6/08
Brendan Murphy	1/7/07 - 30/6/08
Kath Wilson	1/7/07 - 30/6/08

7. Other Relevant Information

Nil

Signed for and on behalf of the Committee of Management -

Date: 27/8/2008


.....
Branch Secretary

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

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30TH JUNE 2008**

	Year Ended 30/6/08 \$	Year Ended 30/6/07 \$
<u>INCOME</u>		
Membership Contributions	5,682,541	5,562,943
Interest Received	1,127,722	1,024,488
Rent Received:		
- Capel Street	94,340	81,747
- Tootgarook	15,995	17,640
- Torquay	26,770	26,640
- Lakes Entrance	14,920	14,780
- Drummond Street	45,258	43,558
Profit on Disposal of Non-Current Assets	8,692	5,830
Directors Fees Received	19,416	77,059
Workcover Claims re Employees	3,116	63,754
Funds from National Office re Organising Co-Ordinator	-	40,000
Sundry Income	55,964	98,754
<i>Total Income</i>	7,094,734	7,057,193
<u>LESS EXPENDITURE</u>		
Accountancy & Audit	21,450	21,900
Advertising	2,700	664
Affiliations - Australian Labor Party	76,901	79,955
Affiliations - VTHC & Others	76,786	79,040
Attendance Fees	1,860	2,147
Awards & Publications	25,654	30,430
Bank Charges	39,027	34,199
Caretaker Expenses	6,001	3,750
Cleaning	57,006	56,327
Campaign Costs	91,136	108,642
Commission Paid	83,527	85,694
Computer Expenses	14,924	64,769
Delegates Fees & Expenses	11,314	28,119
Depreciation - Buildings	96,520	96,685
Depreciation - Motor Vehicles	41,682	43,383
Depreciation - Furniture & Equipment	126,176	153,887
Donations	1,882	5,968
Education & Training Expenses	4,722	10,246
Electricity	53,515	44,557
Entertainment Expenses	19,485	22,392
Fringe Benefits Tax - Officers	682	578
Fringe Benefits Tax - Staff	19,704	1,196
General Expenses	28,317	21,730
Insurance	30,607	38,840
Legal Costs	58,906	88,220
Loss on Disposal of Non-Current Assets	4,618	5,439
Lost Time	7,350	7,658
Magazine Expenses	21,382	52,347

The accompanying notes form part of these financial statements.

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

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30TH JUNE 2008**

	Year Ended 30/6/08 \$	Year Ended 30/6/07 \$
Meetings, Conferences & Travelling Expenses	42,182	80,701
Mortality Fund Payments	-	1,500
Motor Vehicle Expenses	103,963	104,949
Payroll Tax	199,053	225,029
Postage & Couriers	31,928	40,750
Printing & Stationery	40,357	67,407
Provision for Accrued Annual Leave	(66,470)	(46,098)
Provision for Long Service Leave	(63,138)	18,520
Rates & Taxes	102,241	107,018
Rent & Room Hire	2,786	13,520
Repairs & Maintenance	26,983	78,843
Salaries & Allowances - Elected Officers	354,428	411,389
Salaries & Allowances - Staff	3,139,754	3,623,402
Staff Amenities	10,008	11,189
Superannuation Contributions - Officers	52,005	54,043
Superannuation Contributions - Staff	447,041	505,856
Sustentation Fees	739,141	839,589
Telephone	64,474	93,517
Workcover Expenses	121,434	144,338
<i>Total Expenditure</i>	<u>6,372,004</u>	<u>7,564,224</u>
SURPLUS/(DEFICIT) FOR YEAR	722,730	(507,031)
ABNORMAL ITEM		
Redundancy & Leave Payments to Terminated Employees - Officers	74,496	-
Redundancy & Leave Payments to Terminated Employees - Staff	317,720	-
SURPLUS/(DEFICIT) FOR YEAR AFTER ABNORMAL ITEM	<u>330,514</u>	<u>(507,031)</u>
Accumulated Funds - Beginning of Year	17,196,522	17,703,553
<u>ACCUMULATED FUNDS AT 30TH JUNE 2008</u>	<u>17,527,036</u>	<u>17,196,522</u>

The accompanying notes form part of these financial statements.

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

**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2008**

	2008	2007
	\$	\$
<u>MEMBERS' FUNDS</u>		
Accumulated Funds	17,527,036	17,196,522
<i>represented by:</i>		
<u>CURRENT ASSETS</u>		
Petty Cash on Hand	778	1,329
Deposits	225	225
Cash at Bank - General Account	115,003	55,421
Cash at Bank - Trace Account	10,689	2,245
Sundry Debtors	54,519	49,608
Debtor - LHMU Federal Office	36,514	7,886
LHMU Clothing on Hand	3,900	3,590
Interest Receivable	117,290	59,515
Prepayments	60,233	73,620
<i>Total Current Assets</i>	399,151	253,439
<u>FIXED ASSETS</u>		
Land & Buildings	4,745,316	4,745,316
Less: Accumulated Depreciation	2,071,854	1,975,334
	2,673,462	2,769,982
Motor Vehicles	275,673	364,438
Less: Accumulated Depreciation	123,468	210,346
	152,205	154,092
Furniture & Equipment	3,750,627	3,754,577
Less: Accumulated Depreciation	2,918,183	2,847,987
	832,444	906,590
<i>Total Fixed Assets</i>	3,658,111	3,830,664
<u>INVESTMENTS</u>		
Bank Bills, Deposits & Notes	13,843,499	13,750,801
Loan - Western Australia Branch	916,648	710,336
Shares in Unlisted Companies	302	302
<i>Total Investments</i>	14,760,449	14,461,439
TOTAL ASSETS	18,817,711	18,545,542

The accompanying notes form part of these financial statements.

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

**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2008**

	2008 \$	2007 \$
<u>CURRENT LIABILITIES</u>		
Bond Monies Held	3,750	3,750
Creditor - LHMU Federal Office	228,293	199,056
Sundry Creditors	379,604	325,373
Legal Fees Payable	3,250	3,112
Other Creditors	2	2
Input Tax Credits	(28,214)	(18,087)
GST Payable	207	2,423
Provision for Accrued Annual Leave - Officers	40,445	71,045
Provision for Accrued Annual Leave - Staff	241,356	277,226
Provision for Long Service Leave - Officers	82,034	106,623
Provision for Long Service Leave - Staff	242,450	303,489
<i>Total Current Liabilities</i>	<u>1,193,177</u>	<u>1,274,012</u>
<u>NON-CURRENT LIABILITIES</u>		
Provision for Long Service Leave - Officers	8,169	-
Provision for Long Service Leave - Staff	89,329	75,008
<i>Total Non-Current Liabilities</i>	<u>97,498</u>	<u>75,008</u>
TOTAL LIABILITIES	<u>1,290,675</u>	<u>1,349,020</u>
<u>NET ASSETS</u>	<u>17,527,036</u>	<u>17,196,522</u>

The accompanying notes form part of these financial statements.

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

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2008**

	NOTE	Year Ended 30/6/08 \$	Year Ended 30/6/07 \$
CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES	7		
Receipts:			
Membership Dues		5,683,035	5,563,609
Interest Received		1,069,947	1,035,995
Other Income		115,104	224,387
Rent Received		209,518	184,561
Funds from National Office		-	225,000
GST Collected		156,235	143,284
		<u>7,233,839</u>	<u>7,376,836</u>
Payments:			
Salaries, Superannuation, Annual Leave & Long Service Leave		(4,013,122)	(4,531,332)
Sustentation Fees		(714,587)	(860,641)
Redundancy & Leave Payments to Terminated Employees		(392,216)	-
Other Expenditure		(1,515,356)	(1,912,233)
GST Paid		(110,576)	(61,389)
Net Cash Provided By/(Used In) Operating Activities		<u>487,982</u>	<u>11,241</u>
CASH INFLOW/(OUTFLOW) FROM NON-OPERATING ACTIVITIES			
Purchase of Motor Vehicles		(99,503)	(30,893)
Purchase of Plant & Equipment, Furniture & Fittings		(87,935)	(517,904)
(Purchase of)/Proceeds from Bank Bills, Deposits & Notes		(92,698)	506,915
(Payment of)/Proceeds from Western Australian Branch Loan		(206,312)	79,073
Proceeds from Sale of Non-Current Assets		65,941	31,364
Net Cash Provided By/(Used In) Non-Operating Activities		<u>(420,507)</u>	<u>68,555</u>
Net Increase/(Decrease) in Cash Held		67,475	79,796
Add: Cash Held at 1st July 2007		58,995	(20,801)
CASH HELD AS AT 30TH JUNE 2008		<u><u>126,470</u></u>	<u><u>58,995</u></u>
REPRESENTED BY:			
Petty Cash on Hand		778	1,329
Cash at Bank – General Account		115,003	55,421
Cash at Bank – Trace Account		10,689	2,245
		<u>126,470</u>	<u>58,995</u>

The accompanying notes form part of these financial statements.

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

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2008**

1. STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards including the disclosure requirements of the Workplace Relations Act 1996.

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

(a) Basis of Accounting

The financial report has been prepared on the basis of historical costs and does not take into account changing money values or, except where otherwise stated, current valuations of non-current assets.

With the exception of membership contributions, all income and expenditure of the Union has been brought to account on an accruals basis of accounting so as to match income for the period with the expenditure incurred in earning that income.

Membership subscriptions are brought to account on the cash basis of accounting as and when received as permitted by Section 252(4) of the RAO Schedule.

(b) Employee Entitlements

Provision has been made in the financial report for the Union's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and long service leave which will be settled after one year have been measured at their nominal amount. Other employee entitlements payable later than one year have been measured at their expected present value of the estimated future cash outflows to be made for those entitlements.

(c) Income Tax

No provision has been made in the financial report for income tax on the basis that the Union is exempt under Section 50-15 of the Income Tax Assessment Act 1997.

(d) Fixed Assets

Fixed assets are stated in the accounts at historical cost less, where applicable, any accumulated depreciation.

Fixed assets, other than freehold land, are depreciated on a straight line or diminishing value basis over the period of their estimated effective lives.

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

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2008 (CONTINUED)**

2. UNION RULES

The rules of the Union provide that all property and assets are held in the name of the Union. This particularly applies to property acquired from Branch funds but which is registered in the name of the Union. Branch funds themselves form part of the property of the Union.

The Union's policy is for assets and property acquired from Branch Funds to be accounted for in the Financial Statements of the Branch from whose funds the assets were acquired.

Similarly, all income received by a Branch (whether in the form of entrance fees, contributions, fines, fees, levies, dues or penalties, or by way of investments and the like) is accounted for in the Financial Statements of that Branch even though such income is the property of the Union.

3. WORKPLACE RELATIONS ACT 1996

In accordance with the requirements of the RAO Schedule of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of section 272, which reads –

- (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).

4. CONTINGENT LIABILITIES

The members of the Branch Executive are unaware of any contingent liability, the effect of which may be material in relation to the financial reports.

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

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2008 (CONTINUED)**

5. FIXED ASSETS

Land & Buildings

	<u>30/6/08</u>		<u>30/6/07</u>	
	<u>Cost</u>	<u>Provn for Depn</u>	<u>Cost</u>	<u>Provn for Depn</u>
117-131 Capel St., North Melbourne	3,801,169	1,764,428	3,801,169	1,683,056
50 Wilkinson St., Tootgarook	97,902	60,466	97,902	58,431
Lot 1, 60 Myer St., Lakes Entrance	265,412	79,642	265,412	75,189
22 Pride St., Torquay	118,756	57,831	118,756	55,647
62 Drummond St., Carlton	462,077	109,487	462,077	103,011
	<u>4,745,316</u>	<u>2,071,854</u>	<u>4,745,316</u>	<u>1,975,334</u>

6. EVENTS SUBSEQUENT TO BALANCE DATE

The Branch Executive is unaware of any events which have arisen subsequent to balance date, the effect of which may be material in relation to the financial report.

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

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2008 (CONTINUED)**

**7. RECONCILIATION OF CASH INFLOW/(OUTFLOW) FROM OPERATING
ACTIVITIES WITH OPERATING SURPLUS/(DEFICIT) FOR YEAR**

	Year Ended 30/6/08 \$	Year Ended 30/6/07 \$
Operating Surplus/(Deficit) for Year	330,514	(507,031)
Add Back: Non Cash Flow Items:		
Depreciation - Buildings	96,520	96,685
Depreciation - Motor Vehicles	41,682	43,383
Depreciation - Furniture & Equipment	126,176	153,887
Provision for Long Service Leave	(63,138)	18,520
Provision for Accrued Annual Leave	(66,470)	(46,098)
Profit on Disposal of Non-Current Assets	(8,692)	(5,830)
Loss on Disposal of Non-Current Assets	4,618	5,439
	<u>461,210</u>	<u>(241,045)</u>
Change in Assets & Liabilities:		
(Increase)/Decrease in Sundry Debtors	(4,911)	(16,693)
(Increase)/Decrease in Debtor - LHMU Federal Office	(28,628)	155,829
(Increase)/Decrease in LHMU Clothing on Hand	(310)	(494)
(Increase)/Decrease in Interest Receivable	(57,775)	11,507
(Increase)/Decrease in Prepayments	13,387	1,277
(Increase)/Decrease in Input Tax Credits	(10,127)	15,733
Increase/(Decrease) in Sundry Creditors And Accruals	87,977	119,202
Increase/(Decrease) in Creditor - LHMU Federal Office	29,237	(34,114)
Increase/(Decrease) in Legal Fees Payable	138	62
Increase/(Decrease) in GST Payable	(2,216)	(23)
Net Cash Provided By/(Used In) Operating Activities	<u><u>487,982</u></u>	<u><u>11,241</u></u>

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

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2008 (CONTINUED)**

8. RELATED PARTY DISCLOSURES

(i) The following persons have held office in the Union during the financial period:

Vivian Duggan	-	Branch President	(Resigned 28/9/2007)
Jane Farrell	-	Branch President	(Elected 28/9/2007)
Stephen McGhie	-	Deputy President	
Brian Daley	-	Branch Secretary	(Resigned 28/9/2007)
Jessica Walsh	-	Branch Secretary	(Elected 28/9/2007)
Jane Farrell	-	Assistant Secretary	(Resigned 28/9/2007)
Veronica Ilias	-	Assistant Secretary	(Resigned 28/8/2007)
Jessica Walsh	-	Assistant Secretary	(Resigned 28/9/2007)
Ben Redford	-	Assistant Secretary	(Elected 28/9/2007)
Dominic Fountain	-	Executive Member	
Peter Casey	-	"	
Bronwen Jefferson	-	"	
Greg Frederickson	-	"	
Margarita Stark	-	"	
George Koutoumanos	-	"	
Brendan Murphy	-	"	
Kath Wilson	-	"	

- (ii) The aggregate amount of remuneration paid to officers during the financial year is disclosed in the Statement of Financial Performance under Salaries & Allowances – Elected Officers and Redundancy & Leave Payments to Terminated Employees - Officers.
- (iii) The aggregate amount paid during the financial year to a superannuation plan in connection with the retirement of officers is disclosed in the Statement of Financial Performance under Superannuation – Officers.
- (iii) There were no other transactions between the officers of 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
VICTORIAN BRANCH**

BRANCH EXECUTIVE'S STATEMENT

I, Jessica Walsh being a designated officer of the Liquor, Hospitality & Miscellaneous Union – Victorian Branch, report that the Branch Executive at a meeting of the Executive held on 27th August 2008 resolved that the following declarations, passed by the Executive at that meeting, in relation to the financial report of the branch for the year ended 30th June 2008 be included in the financial report.

In the opinion of the Branch Executive:

- (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 30th 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 Branch Executive 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 1B to the Workplace Relations Act 1996.

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

BRANCH EXECUTIVE'S STATEMENT

(f) in relation to recovery of wages activity:

(i) there has been no such activity undertaken by the reporting unit.

**For the Branch Executive
[Jessica Walsh – Branch Secretary]**

Signature:



Dated:

27/8/2008.

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

INDEPENDENT AUDITOR'S REPORT

Scope

We have audited the accompanying general purpose financial report of the Liquor, Hospitality & Miscellaneous Union - Victorian Branch for the year ended 30th June 2008 comprising Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements. The Union's Branch Executive is responsible for the preparation and presentation of the financial report and the information it contains. We have performed an independent audit of this financial report in order to express an opinion on it to the members of the Union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with statutory requirements so as to present a view which is consistent with our understanding of the Union's financial position and performance as represented by the results of its operations and cash flows.

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

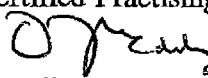
Audit Opinion

In our opinion -

- (a) the financial report is properly drawn up so as to present fairly the financial position of the Union as at 30th June 2008 and its performance for the year ended on that date; and
- (b) the financial report is in accordance with the provisions of the Workplace Relations Act 1996 and Australian Accounting Standards.

Signed at Melbourne, this 2nd day of September, 2008.

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EDDY PARTNERS,
Certified Practising Accountants.

David James Eddy, CPA
Registered Company Auditor.



Australian Government
Australian Industrial Registry

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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, Victorian Branch – for year ending 30 June 2008 (FR2008/496)**

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

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

Yours sincerely,

A handwritten signature in black ink, appearing to be 'S. Kellett'.

Stephen Kellett
Statutory Services Branch

2 January 2009