



FINANCIAL STATEMENTS

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4 September 2009

Mr Douglas Humphreys
Registrar
Administrative Appeals Tribunal
GPO Box 9955
BRISBANE QLD 4001

Dear Mr Humphreys

**ADMINISTRATIVE APPEALS TRIBUNAL
2008-2009 FINANCIAL STATEMENTS AUDIT**

Attached are the original signed financial statements, together with an audit opinion on the above audit. A report and a copy of the signed financial statements have been forwarded to the Attorney-General.

I would like to take this opportunity to thank you and your staff for the co-operation and assistance provided during the audit.

Yours sincerely

Mark A. Moloney
Senior Director



INDEPENDENT AUDITOR'S REPORT

To the Attorney-General

Scope

I have audited the accompanying financial statements of the Administrative Appeals Tribunal for the year ended 30 June 2009, which comprise: a Statement by the Chief Executive (and Chief Financial Officer); Income Statement; Balance Sheet; Statement of Changes in Equity; Cash Flow Statement; Schedule of Commitments; Schedule of Contingencies; Schedule of Administered Items and Notes to and forming part of the Financial Statements, including a Summary of Significant Accounting Policies.

The Responsibility of the Chief Executive Officer for the Financial Statements

The Chief Executive Officer is responsible for the preparation and fair presentation of the financial statements in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, including the Australian Accounting Standards (which include the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I have conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. These auditing standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected

depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Administrative Appeals Tribunal's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Administrative Appeals Tribunal's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Chief Executive Officer, as well as evaluating the overall presentation of the financial statements.

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

Independence

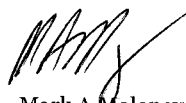
In conducting the audit, I have followed the independence requirements of the Australian National Audit Office, which incorporate the requirements of the Australian accounting profession.

Auditor's Opinion

In my opinion, the financial statements of the Administrative Appeals Tribunal:

- (a) have been prepared in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, including the Australian Accounting Standards; and
- (b) give a true and fair view of the matters required by the Finance Minister's Orders including the Administrative Appeals Tribunal's financial position as at 30 June 2009 and its financial performance and cash flows for the year then ended.

Australian National Audit Office



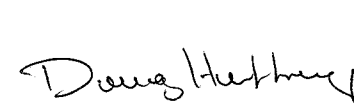
Mark A Moloney
Senior Director

Delegate of the Auditor-General

Canberra
4 September 2009

ADMINISTRATIVE APPEALS TRIBUNAL STATEMENT BY THE CHIEF EXECUTIVE (AND CHIEF FINANCIAL OFFICER)

In our opinion, the attached financial statements for the year ended 30 June 2009 are based on properly maintained financial records and give a true and fair view of the matters required by the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, as amended.



DOUGLAS HUMPHREYS
Chief Executive

3 September 2009



STEPHEN WISE
Chief Financial Officer

3 September 2009

ADMINISTRATIVE APPEALS TRIBUNAL
INCOME STATEMENT for Not-For-Profit Reporting Entities

for the period ended 30 June 2009

	Notes	2009 \$'000	2008 \$'000
INCOME			
Revenue			
Revenue from Government	3A	32,267	32,215
Sale of goods and rendering of services	3B	1,029	1,121
Total revenue		33,296	33,336
Gains			
Other gains	3C	374	330
Total gains		374	330
Total Income		33,670	33,666
EXPENSES			
Employee benefits	4A	20,350	20,088
Suppliers	4B	11,512	11,928
Depreciation and amortisation	4C	1,438	1,226
Write-down and impairment of assets	4D	-	224
Losses from assets sales	4E	2	2
Total Expenses		33,302	33,468
Surplus (Deficit)		368	198
Surplus (Deficit) attributable to the Australian Government		368	198

The above statement should be read in conjunction with the accompanying notes.

ADMINISTRATIVE APPEALS TRIBUNAL
BALANCE SHEET for Not-For-Profit Reporting Entities

as at 30 June 2009

	Notes	2009 \$'000	2008 \$'000
ASSETS			
Financial Assets			
Cash and cash equivalents	5A	500	466
Trade and other receivables	5B	9,708	8,305
Total financial assets		10,208	8,771
Non-Financial Assets			
Leasehold improvements	6A,C	7,343	7,617
Plant and equipment	6B,C	1,379	1,302
Intangibles	6D	301	402
Other non-financial assets	6E	1,933	1,885
Total non-financial assets		10,956	11,206
Total Assets		21,164	19,977
LIABILITIES			
Payables			
Suppliers	7A	1,262	906
Total payables		1,262	906
Non-Interest Bearing Liabilities			
Other	8	903	1,102
Total Non-Interest Bearing Liabilities		903	1,102
Provisions			
Employee provisions	9A	5,863	5,201
Other provisions	9B	385	385
Total provisions		6,248	5,586
Total Liabilities		8,413	7,594
Net Assets		12,751	12,383
EQUITY			
Parent Entity Interest			
Contributed equity		2,568	2,568
Reserves		3,170	3,170
Retained surplus (accumulated deficit)		7,013	6,645
Total Equity		12,751	12,383
Current Assets		12,141	10,656
Non-Current Assets		9,023	9,321
Current Liabilities		6,808	5,774
Non-Current Liabilities		1,605	1,820

The above statement should be read in conjunction with the accompanying notes.

ADMINISTRATIVE APPEALS TRIBUNAL
STATEMENT OF CHANGES IN EQUITY for Not-For-Profit Reporting Entities
As at 30 June 2009

	Retained Earnings		Asset Revaluation Reserves		Contributed Equity/Capital		Total Equity	
	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000
Opening balance								
Balance carried forward from previous period	6,645	6,447	3,170	2,836	2,568	2,275	12,383	11,558
Adjustment for errors	-	-	-	-	-	-	-	-
Adjustment for changes in accounting policy	-	-	-	-	-	-	-	-
Adjusted opening balance	6,645	6,447	3,170	2,836	2,568	2,275	12,383	11,558
Income and expense								
Revaluation adjustment	-	-	-	334	-	-	-	334
Sub-total income and expenses recognised directly in equity	-	-	-	334	-	-	-	334
Surplus (Deficit) for the period	368	198	-	-	-	-	368	198
Total income and expenses attributable to the Australian Government	368	198	-	-	-	-	368	532
Transactions with owners								
<i>Contribution by owners</i>								
Appropriation (equity injection)	-	-	-	-	-	293	-	293
Sub-total transactions with owners	-	-	-	-	-	293	-	293
Transfer between equity components	-	-	-	-	-	-	-	-
Closing balance as at 30 June	7,013	6,645	3,170	3,170	2,568	2,568	12,751	12,383
Closing balance attributable to the Australian Government	7,013	6,645	3,170	3,170	2,568	2,568	12,751	12,383

The above statement should be read in conjunction with the accompanying notes.

ADMINISTRATIVE APPEALS TRIBUNAL
CASH FLOW STATEMENT for Not-For-Profit Reporting Entities
for the period ended 30 June 2009

	Notes	2009 \$'000	2008 \$'000
OPERATING ACTIVITIES			
Cash received			
Goods and services		1,096	1,075
Appropriations		30,797	31,355
Net GST received		1,175	1,368
Total cash received		33,068	33,798
Cash used			
Employees		(19,351)	(19,389)
Suppliers		(12,541)	(13,235)
Total cash used		(31,892)	(32,624)
Net cash from (used by) operating activities	10	1,176	1,174
INVESTING ACTIVITIES			
Cash used			
Purchase of plant and equipment		(1,134)	(1,603)
Purchase of intangibles		(8)	(90)
Total cash used		1,142	(1,693)
Net cash from (used by) investing activities		(1,142)	(1,693)
FINANCING ACTIVITIES			
Cash received			
Contributed equity		-	293
Total cash received		-	293
Net cash from (used by) financing activities		-	293
Net increase (decrease) in cash held		34	(226)
Cash and cash equivalents at the beginning of the reporting period		466	692
Cash and cash equivalents at the end of the reporting period	5A	500	466

The above statement should be read in conjunction with the accompanying notes.

ADMINISTRATIVE APPEALS TRIBUNAL
SCHEDULE OF COMMITMENTS for Not-For-Profit Reporting Entities
as at 30 June 2009

	2009 \$'000	2008 \$'000
BY TYPE		
Commitments receivable		
GST recoverable on commitments	(3,439)	(3,906)
Total commitments receivable	(3,439)	(3,906)
Other commitments		
Operating leases ^{1,2}	37,827	42,798
Other commitments	-	164
Total other commitments	37,827	42,962
Net commitments by type	34,388	39,056
BY MATURITY		
Commitments receivable		
One year or less	(528)	(556)
From one to five years	(2,637)	(2,649)
Over five years	(274)	(701)
Total commitments receivable	(3,439)	(3,906)
Operating lease commitments		
One year or less	5,812	5,951
From one to five years	29,003	29,133
Over five years	3,012	7,714
Total operating lease commitments	37,827	42,798
Other commitments		
One year or less	-	164
From one to five years	-	-
Over five years	-	-
Total other commitments	-	164
Net commitments by maturity	34,388	39,056

NB: Commitments are GST inclusive where relevant.

1 These commitments comprise leases of hearing rooms and office accommodation for the Tribunal.

2 Operating leases included are effectively non-cancellable and comprise:

- **Leases for office accommodation.**

Lease payments are subject to fixed or market review increases as listed in the lease agreements; and all office accommodation leases are current and most have extension options for the Tribunal following a review of rentals to current market. A commitment for four years has been included for the Commonwealth Law Courts Buildings in Brisbane and Hobart even though there is no lease, budget funding has been approved for this period.

- **Agreements for the provision of motor vehicles to senior executive officers.**

No contingent rentals exist and there are no renewal or purchase options available to the Tribunal.

The above schedule should be read in conjunction with the accompanying notes.

ADMINISTRATIVE APPEALS TRIBUNAL
SCHEDULE OF CONTINGENCIES for Not-For-Profit Reporting Entities
as at 30 June 2009

There are no quantifiable contingent assets or liabilities (2008: Nil). Refer to Note 11 for details of any unquantifiable or remote contingent assets or contingent liabilities.

SCHEDULE OF ADMINISTERED ITEMS			
	Notes	2009 \$'000	2008 \$'000
Income administered on behalf of Government			
<i>for the period ended 30 June 2009</i>			
Non-taxation revenue			
Filing fees	15	523	627
Total revenues administered on behalf of Government		523	627
Total income administered on behalf of Government		523	627
Expenses administered on behalf of Government			
<i>for the period ended 30 June 2009</i>			
Refund of filing fees	16	372	460
Total expenses administered on behalf of Government		372	460

There were no administered assets or liabilities as at 30 June 2009, (2008: Nil).

The above schedule should be read in conjunction with the accompanying notes.

ADMINISTRATIVE APPEALS TRIBUNAL
SCHEDULE OF ADMINISTERED ITEMS

		2009 \$'000	2008 \$'000
Administered Cash Flows			
<i>for the period ended 30 June 2009</i>			
OPERATING ACTIVITIES			
Cash received			
Filing fees		523	627
Total cash received		523	627
Cash used			
Refund of filing fees		(372)	(460)
Total cash used		(372)	(460)
Net cash flows from (used by) operating activities	19	151	167
Net Increase (Decrease) in Cash Held			
Cash and cash equivalents at the beginning of the reporting period		-	-
Cash from Official Public Account for:			
– Appropriations		372	460
Cash to Official Public Account for:			
– Appropriations		(523)	(627)
Cash and cash equivalents at the end of reporting period		-	-

There were no administered commitments or contingencies as at 30 June 2009, (2008: Nil).

The above schedule should be read in conjunction with the accompanying notes.

ADMINISTRATIVE APPEALS TRIBUNAL

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Note 1: Summary of Significant Accounting Policies**1.1 Objectives of the Tribunal**

The Administrative Appeals Tribunal (the Tribunal) is an Australian Public Service organisation. The objective and sole outcome of the Tribunal is to provide independent review on merit of a wide range of administrative decisions of the Australian Government so as to ensure in each case the correct or preferable decision is made.

Tribunal activities contributing toward this outcome are classified as either departmental or administered. Departmental activities involve the use of assets, liabilities, revenues and expenses controlled or incurred by the Tribunal in its own right. Administered activities involve the management or oversight by the Tribunal, on behalf of the Government, of items controlled or incurred by the Government.

The continued existence of the Tribunal in its present form and with its present programs is dependent on Government policy and on continuing appropriations by Parliament for the Tribunal's administration and programs.

1.2 Basis of Preparation of the Financial Report

The Financial Statements and notes are required by section 49 of the *Financial Management and Accountability Act 1997* and are a General Purpose Financial Report.

The Financial Statements and notes have been prepared in accordance with:

- Finance Minister's Orders (or FMO) for reporting periods ending on or after 1 July 2008: and
- Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period.

The Financial Statements have been prepared on an accrual basis and are in accordance with historical cost convention, except for certain assets at fair value or amortised cost. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position.

The Financial Statements are presented in Australian dollars and values are rounded to the nearest thousand dollars unless otherwise specified.

Unless alternative treatment is specifically required by an Accounting Standard or the FMO, assets and liabilities are recognised in the Balance Sheet when and only when it is probable that future economic benefits will flow to the Entity a future sacrifice of economic benefits will be required and the amounts of the assets or liabilities can be reliably measured. However, assets and liabilities arising under agreements Equally Proportionately Unperformed are not recognised unless required by an Accounting Standard. Liabilities and assets that are unrealised are reported in the Schedule of Commitments and the Schedule of Contingencies (other than unquantifiable or remote contingencies, which are reported at Note 11).

Unless alternative treatment is specifically required by an accounting standard, revenues and expenses are recognised in the Income Statement when and only when the flow, consumption or loss of economic benefits has occurred and can be reliably measured.

Administered revenues, expenses, assets and liabilities and cash flows reported in the Schedule of Administered Items and related notes are accounted for on the same basis and using the same policies as for departmental items except where otherwise stated at Note 1.21.

1.3 Significant Accounting Judgements and Estimates

No accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to carrying amounts of assets and liabilities within the next accounting period.

1.4 New Accounting Standards**Adoption of New Australian Accounting Standard Requirements**

No accounting standard has been adopted earlier than the application date as stated in the standard.

The following new standards/revised standards/amending standards were issued prior to the signing of the statement by the chief executive and chief financial officer, were applicable to the current reporting period and had a financial impact on the entity:

AASB 2007-9 *Amendments to Australian Accounting Standards arising from the Review of AASs 27, 29 and 31* relocated a number of paragraphs from AASs 27, 29 and 31 substantively unamended into the following existing standards AASB 3, 5, 8, 101, 114, 116, 127 and 137.

AASB 1004 *Contributions* also received a number of substantively unamended paragraphs from AASs 27, 29 and 31 following their withdrawal.

AASB 1050 *Administered items* and AASB 1052 *Disaggregated Disclosures* were created and received a number of substantively unamended paragraphs from AASs 27 and 29.

It is not expected that the relocation of AASs 27, 29 and 31 will have a material financial impact but may affect the disclosure presented in future financial reports.

AASB 1051 *Land Under Roads* was created and takes over from AASs 27, 29 and 31 in respect of land under roads. The new standard allows entities to recognise or not to recognise as an asset, land under roads acquired before the end of the first reporting period ending on or after 31 December 2007. Administrative Appeals Tribunal elects not to recognise. The standard also clarifies that the principles in other Standards (including AASB 116 Property, Plant and Equipment) apply to land under roads, except to the extent that AASB 1051 requires or permits otherwise, including the requirement that land under roads acquired after the end of the first reporting period ending on or after 31 December 2007 is accounted for in accordance with AASB 116. It is not practicable to determine the financial impact this will have.

AASB 123: *Borrowing Costs* and AASB 2007-6: *Amendments to Australian Accounting Standards arising from AASB 123 (AASB 1, AASB 101, AASB 107, AASB 111, AASB 116 and AASB 138 and Interpretations 1 and 12)* (applicable for annual reporting periods commencing from 1 January 2009). The revised AASB 123 has removed the option to expense all borrowing costs and will therefore require the capitalisation of all borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset.

It is not expected that any changes will have a material effect on future financial statements.

AASB 2008-5: *Amendments to Australian Accounting Standards arising from the Annual Improvements Project (July 2008)* and AASB 2008-6: *Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project (July 2008)* detail numerous non-urgent but necessary changes to accounting standards arising from the IASB's annual improvement project. No changes are expected to materially affect the Tribunal.

Other new standards/revised standards/amending standards that were issued prior to the signing of the statement by the chief executive and chief financial officer and are applicable to the current reporting period did not have a financial impact, and are not expected to have a future financial impact on the entity.

Future Australian Accounting Standard Requirements

The following new standards/revised standards/amending standards were issued by the Australian Accounting Standards Board prior to the signing of the statement by the chief executive and chief financial officer, which are expected to have a financial impact on the entity for future reporting periods:

AASB 3: *Business Combinations*, AASB 127: *Consolidated and Separate Financial Statements*, AASB 2008-3: *Amendments to Australian Accounting Standards arising from AASB 3 and AASB 127 (AASB Standards, 1, 2, 4, 5, 7, 101, 107, 112, 114, 116, 121, 128, 131, 132, 133, 134, 136, 137, 138 and 139 and Interpretations 9 and 107)* (applicable for annual reporting periods commencing from 1 July 2009) and AASB 2008-7: *Amendments to Australian Accounting Standards - Cost of an Investment in a Subsidiary, Jointly Controlled Entity or Associate (AASB 1, AASB 118, AASB 121, AASB 127 and AASB 136)* (applicable for annual reporting periods commencing from 1 January 2009). These Standards are applicable prospectively and so will only affect relevant transactions and consolidations occurring from the date of application. Neither of these Standards are currently applicable to the Administrative Appeals Tribunal.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

AASB 101: Presentation of Financial Statements, AASB 2007-8: Amendments to Australian Accounting Standards arising from AASB 101, and AASB 2007-10: Further Amendments to Australian Accounting Standards arising from AASB 101 (all applicable to annual reporting periods commencing from 1 January 2009). The revised AASB 101 and amendments supersede the previous AASB 101 and redefine the composition of financial statements including the inclusion of a statement of comprehensive income. There will be no measurement or recognition impact on Administrative Appeals Tribunal.

Other new standards/revised standards/amending standards that were issued prior to the signing of the statement by the chief executive and chief financial officer and are applicable to the future reporting period are not expected to have a future financial impact on the entity.

1.5 Revenue

Revenue from Government

Amounts appropriated for departmental outputs appropriations for the year (adjusted for any formal additions and reductions) are recognised as revenue when the Tribunal gains control of the appropriation, except for certain amounts that relate to activities that are reciprocal in nature, in which case revenue is recognised only when it has been earned.

Appropriations receivable are recognised at their nominal amounts.

Other Resources Received Free of Charge

Resources received free of charge are recognised as revenue when, and only when, a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense.

Contributions of assets at no cost of acquisition or for nominal consideration are recognised as gains at their fair value when the asset qualifies for recognition, unless received from another Government Agency or Authority as a consequence of a restructuring of administrative arrangements (Refer to Note 1.7).

Resources received free of charge are recorded as either revenue or gains depending on their nature.

Other Types of Revenue

Revenue from the sale of goods is recognised when:

- the risks and rewards of ownership have been transferred to the buyer;
- the seller retains no managerial involvement nor effective control over the goods;
- the revenue and transaction costs incurred can be reliably measured; and
- it is probable that the economic benefits associated with the transaction will flow to the Tribunal.

Revenue from the rendering of services is recognised by reference to the stage of completion of contracts at the reporting date. The revenue is recognised when:

- the amount of revenue, stage of completion and transaction costs incurred can be reliably measured; and
- the probable economic benefits associated with the transaction will flow to the Tribunal.

The stage of completion of contracts at the reporting date is determined by reference to the proportion that costs incurred to date bear to the estimated total costs of the transaction.

Receivables for goods and services, which have 30 day terms, are recognised at their nominal amounts due less any impairment allowance account. Collectability of debts is reviewed at balance date. Allowances are made when collectability of the debt is no longer probable.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

1.6 Gains

Other Resources Received Free of Charge

Resources received free of charge are recognised as gains when, and only when, a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense.

Contributions of assets at no cost of acquisition or for nominal consideration are recognised as gains at their fair value when the asset qualifies for recognition, unless received from another Government Agency or Authority as a consequence of a restructuring of administrative arrangements (Refer to Note 1.7).

Resources received free of charge are recorded as either revenue or gains depending on their nature.

Sale of Assets

Gains, from disposal of non-current assets, are recognised when control of the asset has passed to the buyer.

1.7 Transactions with the Government as Owner

Equity injections

Amounts appropriated which are designated as 'equity injections' for a year (less any formal reductions) are recognised directly in Contributed Equity in that year.

Restructuring of Administrative Arrangements

Net assets received from or relinquished to another Australian Government agency or authority under a restructuring of administrative arrangements are adjusted at their book value directly against contributed equity.

Other distributions to owners

The FMO require that distributions to owners be debited to Contributed Equity unless in the nature of a dividend.

1.8 Employee Benefits

Liabilities for services rendered by employees are recognised at the reporting date to the extent that they have not been settled.

Liabilities for 'short-term employee benefits' (as defined in AASB 119 *Employee Benefits*) and termination benefits due within twelve months of balance date are measured at their nominal amounts.

The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

All other employee benefit liabilities are measured at the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date.

Leave

The liability for employee benefits includes provision for annual leave and long service leave. No provision has been made for sick leave as all sick leave is non-vesting and the average sick leave taken in future years by employees of the Tribunal is estimated to be less than the annual entitlement for sick leave.

The leave liabilities are calculated on the basis of employees' remuneration at the estimated salary rates that applied at the time the leave is taken, including the Tribunal's employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination.

The liability for long service leave is recognised and measured, using the method include in the FMO, at the present value of the estimated future cash flows to be made in respect of all employees at 30 June 2009. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and inflation.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Separation and Redundancy

Provision is made for separations and redundancy benefit payments. The Tribunal recognises a provision for termination when it has developed a detailed formal plan for the terminations and has informed those employees affected that it will carry out the terminations.

Superannuation

Most members and staff of the Tribunal are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS) and the PSS Accumulation Plan (PSSap).

The CSS and PSS are defined benefit schemes for the Australian Government. The PSSap is a defined contribution scheme.

The liability for defined benefits is recognised in the financial statements of the Australian Government and is settled by the Australian Government in due course. This liability is reported by the Department of Finance and Deregulation as an administered item.

The Tribunal makes employer contributions to the employee superannuation schemes at rates determined by an actuary to be sufficient to meet the cost to the Government of the superannuation entitlements of the Tribunal's employees. The Tribunal accounts for the contributions as if they were contributions to defined contribution plans.

The liability for superannuation recognised at 30 June represents outstanding contributions for the final fortnight of the year.

1.9 Leases

A distinction is made between finance leases and operating leases. Finance leases effectively transfer from the lessor to the lessee substantially all the risks and rewards incidental to ownership of leased non-current assets. An operating lease is a lease that is not a finance lease. In operating leases, the lessor effectively retains substantially all such risks and benefits.

The Tribunal does not have any finance leases. Operating lease payments are expensed on a straight line basis which is representative of the pattern of benefits derived from the leased assets.

Lease incentives taking the form of 'free' leasehold improvements and rent holidays are recognised as liabilities. These liabilities are reduced by allocating lease payments between rental expense and reduction of the liability over the term of the related lease (refer Note 8).

1.10 Cash

Cash and cash equivalents includes notes and coins held and any deposits held at call with a bank or financial institution. Cash is recognised at its nominal amount.

1.11 Financial Assets

The Tribunal's financial assets are all classified as 'loans and receivables'. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

Financial assets are recognised and derecognised upon 'trade date'.

Effective Interest Method

The effective interest method is a method of calculating the amortised cost of a financial asset and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, where appropriate, a shorter period.

Income is recognised on an effective interest rate basis except for financial assets that are recognised at fair value through profit or loss.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Loans and Receivables

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. They are included in current assets, except for maturities greater than 12 months after the balance sheet date. These are classified as non current assets. Loans and receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate.

Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any allowance for impairment. Collectability of debts is reviewed at balance date. Provisions are made when collectability of the debt is no longer probable.

1.12 Financial Liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities. Financial liabilities are recognised and derecognised upon 'trade date'.

Financial liabilities at fair value through profit or loss

Financial liabilities at fair value through profit or loss are initially measured at fair value. Subsequent fair value adjustments are recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any interest paid on the financial liability.

Other financial liabilities

Other financial liabilities are initially measured at fair value, net of transaction costs.

Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments through the expected life of the financial liability, or, where appropriate, a shorter period.

Supplier and other payables are recognised at amortised cost. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced).

1.13 Contingent Liabilities and Contingent Assets

Contingent liabilities and contingent assets are not recognised in the Balance Sheet but are reported in the relevant schedules and notes. They may arise from uncertainty as to the existence of a liability or asset, or represent an asset or liability in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but no virtually certain and contingent liabilities are disclosed when settlement is greater than remote.

1.14 Financial Guarantee Contracts

Financial guarantee contracts are accounted for in accordance with AASB139 *Financial Instruments: Recognition and Measurement*. They are not treated as a contingent liability, as they are regarded as financial instruments outside the scope of AASB137 *Provisions, Contingent Liabilities and Contingent Assets*. The Tribunal currently has no financial guarantee contracts.

1.15 Acquisition of Assets

Assets are recorded at cost on acquisition except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken. Financial assets are initially measured at their fair value plus transaction costs where appropriate. The Tribunal does not own any land and buildings.

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and revenues at their fair value at the date of acquisition, unless acquired as a consequence of restructuring of administrative arrangements. In the latter case, assets are initially recognised as contributions by owners at the amounts at which they were recognised in the transferor agency's accounts immediately prior to the restructuring.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

1.16 Leasehold Improvements, Plant and Equipment**Asset Recognition Threshold**

Purchases of leasehold improvements, plant and equipment are recognised initially at cost in the Balance Sheet, except for purchases costing less than \$2,000, which are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total).

The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located. This is particularly relevant to 'makegood' provisions in property leases taken up by the Tribunal where there exists an obligation to restore the property to its original condition. These costs are included in the value of the Tribunal's leasehold improvements with a corresponding provision for the 'makegood' recognised.

Revaluations

Fair values for each class of asset are determined as shown below:

Asset class	Fair value measured at
Leasehold improvements	Depreciated replacement cost
Plant and equipment	Market selling price

Following initial recognition at cost, plant and equipment are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Valuations are conducted with sufficient frequency to ensure that the carrying amounts of assets do not materially differ with the assets' fair values as at the reporting date. The regularity of independent valuations depends upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that reverses a previous revaluation decrement of the same asset class that was previously recognised through the operating result. Revaluation decrements for a class of assets are recognised directly through the operating result except to the extent that they reverse a previous revaluation increment for that class.

Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset restated at the revalued amount.

Depreciation

Depreciable plant and equipment assets are written-off to their estimated residual values over their estimated useful lives to the Tribunal using, in all cases, the straight-line method of depreciation. Leasehold improvements are depreciated on a straight-line basis over the lesser of the estimated useful life of the improvements or the unexpired period of the lease.

Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

	2009	2008
Leasehold improvements (fitout)	Lease term	Lease term
Plant and equipment	3-20 years	3-20 years

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Impairment

All assets were assessed for impairment at 30 June 2009. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent of the asset's ability to generate future cash flows, and the asset would be replaced if the Tribunal were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

No indicators of impairment were found for assets at fair value.

1.17 Intangibles

The Tribunal's intangibles comprise externally purchased software for internal use. These assets are carried at cost less accumulated amortisation and accumulated impairment losses. Software is amortised on a straight-line basis over their anticipated useful lives. The useful lives of the Tribunal's software is 3 to 5 years (2008: 3 to 5 years).

All software assets were assessed for indications of impairment as at 30 June 2009. No indications of impairment were found for intangible assets.

1.18 Taxation

The Tribunal is exempt from all forms of taxation except fringe benefits tax (FBT) and the goods and services tax (GST).

Revenues, expenses and assets are recognised net of GST:

- except where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- except for receivables and payables.

1.19 Foreign Currency

Transactions denominated in a foreign currency are converted at the exchange rate at the date of the transaction. Foreign currency receivables and payables are translated at the exchange rate current as at balance date. Associated currency gains and losses are not material.

1.20 Insurance

The Tribunal has insured against risks through the Government's insurable risk managed fund, called 'Comcover'. Workers compensation is insured through Comcare Australia.

1.21 Reporting of Administered Activities

Administered revenues, expenses, assets, liabilities and cash flows are disclosed in the Schedule of Administered Items and related notes.

Except where otherwise stated below, administered items are accounted for on the same basis and using the same policies as for departmental items, including the application of Australian Accounting Standards.

Administered Cash Transfers to and from Official Public Account

Revenue collected by the Tribunal for use by the Government rather than the Tribunal is administered revenue. Collections are transferred to the Official Public Account (OPA) maintained by the Department of Finance and Deregulation. Conversely, cash is drawn from the OPA to make payments under Parliamentary appropriation on behalf of Government. These transfers to and from the OPA are adjustments to the administered cash held by the Tribunal on behalf of the Government and reported as such in the Statement of Cash Flows in the Schedule of Administered Items and in the Administered Reconciliation Table in Note 19. Thus the Schedule of Administered Items largely reflects the Government's transactions, through the Tribunal, with parties outside the Government.

Administered Revenue and Expenditure

The major financial activities of the Tribunal are the collection of fees payable on lodging with the Tribunal of an application for a review of a decision, other than in income maintenance matters. On matters other than income maintenance, applicants may apply for a waiver of the fee under regulation 19(6) of the *Administrative Appeals Tribunal Regulations 1976*.

Applications deemed to be successful may result in a refund of the fee paid.

Fees are refunded in whole if the proceedings terminate in a manner favourable to the applicant except for Small Taxation Claims Tribunal applications where a smaller once-only fee is payable irrespective of the outcome of the decision.

Note 2: Events after the Balance Sheet Date

There were no significant events occurring after the balance date.

Note 3: Income

	2009 \$'000	2008 \$'000
Revenue		
Note 3A: Revenue from Government		
Appropriations:		
Departmental outputs	32,267	32,215
Total revenue from government	32,267	32,215
Note 3B: Sale of goods and rendering of services		
Rendering of services – related entities	668	621
Rendering of services – external entities	361	500
Total sale of goods and rendering of services	1,029	1,121
Gains		
Note 3C: Other gains		
Resources received free of charge	37	36
Liabilities assumed by other departments	337	294
Total other gains	374	330
Note 4: Expenses		
Note 4A: Employee benefits		
Wages and salaries	16,056	15,440
Superannuation		
Defined contribution plans	2,238	2,377
Defined benefit plans	462	585
Leave and other entitlements	1,520	1,626
Separation and redundancies	74	60
Total employee benefits	20,350	20,088
Note 4B: Suppliers		
Provision of goods – related entities	-	-
Provision of goods – external entities	346	400
Rendering of services – related entities	430	301
Rendering of services – external entities	5,621	6,073
Operating lease rentals:		
Minimum lease payments	4,972	5,025
Workers compensation premiums	143	129
Total supplier expenses	11,512	11,928

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

	2009 \$'000	2008 \$'000
Note 4C: Depreciation and amortisation		
Depreciation:		
Leasehold improvements, plant and equipment	1,329	1,129
Total depreciation	1,329	1,129
Intangibles:		
Computer software	109	97
Total amortisation	109	97
Total depreciation and amortisation	1,438	1,226
Note 4D: Write down and impairment of assets		
Revaluation decrement – non-financial assets	-	224
Total write-down and impairment of assets	-	224
Note 4E: Losses from assets sales		
Infrastructure, plant and equipment		
Proceeds from sale	-	-
Carrying value of assets sold	2	2
Selling expense	-	-
Total losses from assets sales	2	2
Note 5: Financial Assets		
Note 5A: Cash and cash equivalents		
Cash on hand or on deposit	500	466
Total cash and cash equivalents	500	466
Note 5B: Trade and other receivables		
Goods and services – related entities	98	28
Goods and services – external parties	14	147
Total receivables for goods and services	112	175
Appropriations receivable:		
for existing outputs	9,470	8,000
Total appropriations receivable	9,470	8,000
GST receivable from the Australian Taxation Office	126	130
Total other receivables	126	130
Total trade and other receivables (gross)	9,708	8,305
Receivables are represented by:		
Current	9,708	8,305
Non-current	-	-
Total trade and other receivables (gross)	9,708	8,305

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 5: Financial Assets (continued)

	2009 \$'000	2008 \$'000
Receivables are aged as follows:		
Not overdue	9,704	8,291
Overdue by:		
Less than 30 days	4	7
30 to 60 days	-	4
60 to 90 days	-	3
More than 90 days	-	-
	4	14
Total receivables (net)	9,708	8,305
Note 6: Non-Financial Assets		
Note 6A: Leasehold improvements		
Fair value	7,343	7,617
Accumulated depreciation	-	-
Total leasehold improvements	7,343	7,617
Note 6B: Plant and equipment		
Gross carrying value (at fair value)	1,379	1,302
Accumulated depreciation	-	-
Total plant and equipment	1,379	1,302

All revaluations are in accordance with the revaluation policy stated in Note 1.16. On 30 June 2009, an independent valuer, the Australian Valuation Office, conducted the revaluations. The revaluation indicated no change in leasehold improvements for 2009 (2008: \$333,699 increment) and no change for plant and equipment (2008: \$223,640 decrement).

No indicators of impairment were found for leasehold improvements, plant and equipment.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 6C: Analysis of property, plant, and equipment

TABLE A – Reconciliation of the opening and closing balances of leasehold improvements, plant and equipment (2008–09)

	Leasehold Improvements \$'000	Plant and Equipment \$'000	TOTAL \$'000
As at 1 July 2008			
Gross book value	7,617	1,302	8,919
Accumulated depreciation/amortisation and impairment	-	-	-
Net book value 1 July 2008	7,617	1,302	8,919
Additions:			
by purchase	777	148	925
by purchase (partially complete)	-	209	209
Revaluation and impairments through equity	-	-	-
Revaluation of makegood	-	-	-
Depreciation/amortisation expense	(1,051)	(278)	(1,329)
Impairment recognised in the operating result	-	-	-
Disposals:			
other disposals	-	(2)	(2)
Net book value 30 June 2009	7,343	1,379	8,722
Net book value as at 30 June 2009 represented by:			
Gross book value	7,343	1,379	8,722
Accumulated depreciation/amortisation and impairment	-	-	-
	7,343	1,379	8,722

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 6C: Analysis of property, plant, and equipment (continued)

TABLE A – Reconciliation of the opening and closing balances of leasehold improvements, plant and equipment (2007–08)

	Leasehold Improvements \$'000	Plant and Equipment \$'000	TOTAL \$'000
As at 1 July 2007			
Gross book value	6,637	1,700	8,337
Accumulated depreciation/amortisation and impairment	-	-	-
Net book value 1 July 2007	6,637	1,700	8,337
Additions:			
by purchase	1,452	109	1,561
by purchase (partially complete)	42	-	42
Revaluation and impairments through equity	334	(224)	110
Revaluation of makegood	-	-	-
Depreciation/amortisation expense	(848)	(281)	(1,129)
Impairment recognised in the operating result	-	-	-
Disposals:			
other disposals	-	(2)	(2)
Net book value 30 June 2008	7,617	1,302	8,919
Net book value as at 30 June 2008 represented by:			
Gross book value	7,617	1,302	8,919
Accumulated depreciation/amortisation and impairment	-	-	-
	7,617	1,302	8,919
	2009	2008	
	\$'000	\$'000	
Note 6D: Intangibles			
Computer software at cost	1,399	1,407	
Accumulated amortisation	(1,098)	(1,005)	
Total intangibles (non-current)	301	402	

No indicators of impairment were found for intangible assets.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

TABLE B – Reconciliation of the opening and closing balances of intangibles (2008–09).

Item	Computer software purchased \$'000	Total \$'000
As at 1 July 2008		
Gross book value	1,407	1,407
Accumulated depreciation/amortisation and impairment	(1,005)	(1,005)
Net book value 1 July 2008	402	402
Additions:		
by purchase or internally developed	8	8
Amortisation	(109)	(109)
Write-off		
Gross value of assets written off	(16)	(16)
Accumulated depreciation	16	16
Net book value 30 June 2009	301	301
Net book value as of 30 June 2009 represented by:		
Gross book value	1,399	1,399
Accumulated depreciation/amortisation and impairment	(1,098)	(1,098)
	301	301

TABLE B – Reconciliation of the opening and closing balances of intangibles (2007–08).

Item	Computer software purchased \$'000	Total \$'000
As at 1 July 2007		
Gross book value	1,317	1,317
Accumulated depreciation/amortisation and impairment	(908)	(908)
Net book value 1 July 2007	409	409
Additions:		
by purchase (partially complete)	90	90
Amortisation	(97)	(97)
Net book value 30 June 2008	402	402
Net book value as of 30 June 2008 represented by:		
Gross book value	1,407	1,407
Accumulated depreciation/amortisation and impairment	(1,005)	(1,005)
	402	402

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

	2009 \$'000	2008 \$'000
Note 6E: Other non-financial assets		
Salary advances	4	4
Prepayments	1,929	1,881
Total other non-financial assets	1,933	1,885

All other non-financial assets are current assets.
No indicators of impairment were found for other non-financial assets.

Note 7: Payables**Note 7A: Suppliers**

Trade creditors	1,262	906
Total supplier payables	1,262	906

All supplier payables are current liabilities. Settlement is usually made 30 days from receipt of invoice.

Note 8: Non-Interest Bearing Liabilities

Lease incentives	903	1,102
Total non-interest bearing liabilities	903	1,102
Current		
	243	200
Non-current		
	660	902
Total non-interest bearing liabilities	903	1,102

Note 9: Provisions**Note 9A: Employee provisions**

Salaries and wages	646	535
Leave	4,443	4,007
Superannuation	740	628
Separation and redundancies	-	-
Other	34	31
Total employee provisions	5,863	5,201
Employee provisions are represented by:		
Current	5,303	4,668
Non-current	560	533
Total employee provisions	5,863	5,201

The classification of current employee provisions includes amounts for which there is not an unconditional right to defer settlement by one year, hence in the case of employee provisions the above classification does not represent the amount expected to be settled within one year of reporting date. Employee provisions expected to be settled in twelve months from the reporting date is \$2,768,156 (2008: \$1,781,604), in excess of one year \$3,095,266 (2008: \$3,419,546).

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

	2009 \$'000	2008 \$'000
Note 9B: Other provisions		
Restoration obligations	385	385
Total other provisions	385	385
All other provisions are non-current liabilities.		
	Provision for restoration \$'000	Total \$'000
Carrying amount 1 July 2008	385	385
Additional provisions made	-	-
Amount used	-	-
Amounts reversed	-	-
Unwinding of discount or change in the discount rate	-	-
Closing balance 2009	385	385

The Tribunal currently has two agreements for the leasing of premises which have provisions requiring the Tribunal to restore the premises to their original condition at the conclusion of the lease. The Tribunal has made provision to reflect the present value of this obligation.

Note 10: Cash Flow Reconciliation**Reconciliation of cash and cash equivalents as per Balance Sheet to Cash Flow Statement****Report cash and cash equivalents as per:**

Cash Flow Statement	500	466
Balance Sheet	500	466
Difference	-	-

Reconciliation of operating result to net cash from operating activities:

Operating result	368	198
Depreciation/amortisation	1,438	1,226
Net write-down of non-financial assets	-	224
Loss on disposal of assets	2	2
(Increase)/decrease in net receivables	(1,403)	(906)
(Increase)/decrease in prepayments	(48)	(4)
Increase/(decrease) in employee provisions	662	405
Increase/(decrease) in supplier payables	356	46
Increase/(decrease) in other liabilities	(199)	(17)
Net cash from/(used by) operating activities	1,176	1,174

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 11: Contingent Liabilities and Assets**Quantifiable Contingencies**

At 30 June 2009 the Tribunal has no quantifiable contingent liabilities (2008: Nil).

Unquantifiable or Remote Contingencies

At 30 June 2009, the Tribunal has not identified any unquantifiable or remote contingencies (2008: Nil).

Note 12: Senior Executive Remuneration

The number of senior executives who received or were due to receive total remuneration of \$130,000 or more

	2009	2008
\$145,000 to \$159,999		1
\$160,000 to \$174,999	1	-
\$205,000 to \$219,999	-	-
\$220,000 to \$234,999	-	-
\$250,000 to \$264,999	1	1
Total	2	2

The aggregate amount of total remuneration of senior executives shown above.

\$431,999	\$405,038
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The aggregate amount of separation and redundancy/termination benefit payments during the year to executives shown above.

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Note 13: Remuneration of Auditors

	2009 \$'000	2008 \$'000
Financial statement audit services are provided free of charge to the Tribunal.		
The fair value of the audit services provided to the Tribunal was:	37	36
	37	36

No other services were provided by the Auditor-General.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 14: Financial Instruments

	2009 \$'000	2008 \$'000
Note 14A: Categories of financial instruments		
Financial assets		
Loans and receivables		
Cash and cash equivalents	500	466
Trade receivables	112	175
Carrying amount of financial assets	612	641
Financial liabilities		
Other liabilities		
Payables - suppliers	1,262	906
Carrying amount of financial liabilities	1,262	906

Note 14B: Net income and expense from financial assets

The Tribunal had no income or expense in relation to financial assets in the year ending 2009 (2008: nil)

Note 14C: Net income and expense from financial liabilities

The Tribunal had no income or expense in relation to financial liabilities in the year ending 2009 (2008: nil)

Note 14D: Credit risk

The Tribunal is exposed to minimal credit risk as loans and receivables are cash and trade receivables. The maximum exposure to credit risk is the risk that arises from potential default of a debtor. This amount is equal to the total amount of trade receivables (2009: \$112,033 and 2008: \$175,417). The Tribunal has assessed the risk of the default on payment and has allocated nil in 2009 (2008: nil) to an impairment allowance account.

The Tribunal manages its credit risk by limiting the extension of credit to customers, acting promptly to recover past due amounts and withholding credit from defaulting customers until accounts are returned to normal terms. In addition, the Tribunal has policies and procedures that guide employees debt recovery activities including the use of debt collection agents if required.

The Tribunal has no significant exposures to any concentrations of credit risk with particular customers and does therefore not require collateral to mitigate against credit risks.

Credit quality of financial instruments not past due or individually determined as impaired

	Not Past Due Nor Impaired 2009 \$'000	Not Past Due Nor Impaired 2008 \$'000	Past Due or Impaired 2009 \$'000	Past Due or Impaired 2008 \$'000
Loans and receivables				
Cash and cash equivalents	500	466	-	-
Trade receivables	108	161	4	14
Total	608	627	4	14

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Ageing of financial assets that are past due but not impaired for 2009

	0 to 30 days \$'000	31 to 60 days \$'000	61 to 90 days \$'000	90+ days \$'000	Total \$'000
Loans and receivables					
Trade receivables	4	-	-	-	4
Total	4				4

Ageing of financial assets that are past due but not impaired for 2008

	0 to 30 days \$'000	31 to 60 days \$'000	61 to 90 days \$'000	90+ days \$'000	Total \$'000
Loans and receivables					
Trade receivables	7	4	3	-	14
Total	7	4	3	-	14

Note 14E: Liquidity risk

The Tribunal's financial liabilities are supplier payables. The exposure to liquidity risk is based on the notion that the Tribunal will encounter difficulty in meeting its obligations associated with financial liabilities. This is highly unlikely due to appropriation funding and mechanisms available to the Entity (e.g. Advance to the Finance Minister) and internal policies and procedures put in place to ensure there are appropriate resources to meet its financial obligations. The Tribunal is appropriated funding from the Australian Government and manages its budgeted funds to ensure it is able to meet payments as they fall due. Policies are in place to ensure timely payment are made when due and there have been no past experience of defaults.

The following tables illustrates the maturities for financial liabilities

	On demand 2009 \$'000	Within 1 year 2009 \$'000	1 to 5 years 2009 \$'000	> 5 Years 2009 \$'000	Total 2009 \$'000
Other liabilities					
Suppliers	-	1,262	-	-	1,262
Total	-	1,262	-	-	1,262

	On demand 2008 \$'000	Within 1 year 2008 \$'000	1 to 5 years 2008 \$'000	> 5 Years 2008 \$'000	Total 2008 \$'000
Other liabilities					
Suppliers	-	906	-	-	906
Total	-	906	-	-	906

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 14F: Market risk

The Tribunal holds basic financial instruments that do not expose it to certain market risks. The Tribunal is not exposed to 'Currency risk', 'Interest rate risk' or 'Other price risk'.

Notes to the Schedule of Administered Items**Note 15: Income Administered on Behalf of the Government**

	2009 \$'000	2008 \$'000
<i>Revenue</i>		
Filing fees	523	627
Total revenue	523	627

Note 16: Expenses Administered on Behalf of the Government

	2009 \$'000	2008 \$'000
<i>Expenses</i>		
Refund of filing fees	372	460
Total expenses	372	460

Note 17: Assets Administered on Behalf of the Government

There were no administered assets as at 30 June 2009, (2008: Nil).

Note 18: Liabilities Administered on Behalf of the Government

There were no administered liabilities as at 30 June 2009, (2008: Nil).

Note 19: Administered Reconciliation Table

	2009 \$'000	2008 \$'000
Opening administered assets less administered liabilities as at 1 July	-	-
Plus: Administered income	523	627
Less: Administered refunds	(372)	(460)
Administered transfers to/from Australian Government:		
Appropriation transfers from OPA	372	460
Transfers to OPA	(523)	(627)
Closing administered assets less administered liabilities as at 30 June	-	-

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 20: Contingent Assets Administered on Behalf of the Government

There were no administered contingent assets as at 30 June 2009, (2008: Nil).

Note 21: Contingent Liabilities Administered on Behalf of the Government

There were no administered contingent liabilities as at 30 June 2009, (2008: Nil).

Note 22: Investments Administered on Behalf of the Government

There were no administered investments as at 30 June 2009, (2008: Nil).

Note 23: Financial Instruments Administered on Behalf of the Government

There were no administered Financial Instruments as at 30 June 2009, (2008: Nil).

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 24: Appropriations

Table A: Acquittal of Authority to Draw Cash from the Consolidated Revenue Fund for Ordinary Annual Services Appropriations

Particulars	Departmental Outputs		Total	
	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000
Balance carried from previous period	8,466	7,832	8,466	7,832
Appropriation Act:				
Appropriation Act (No.1)	31,849	31,766	31,849	31,766
Appropriation Act (No.3)	418	449	418	449
Comcover receipts (Appropriation Act s12)	-	-	-	-
FMA Act:				
Refunds credited (FMA s30)	101	116	101	116
Appropriations to take account of recoverable GST (FMA s30A)	1,175	1,339	1,175	1,339
Annotations to 'net appropriations' (FMA s31)	1,096	1,075	1,096	1,075
Total appropriations available for payments	43,105	42,577	43,105	42,577
Cash payments made during the year (GST inclusive)	(33,135)	(34,111)	(33,135)	(34,111)
Appropriations credited to Special Accounts (GST exclusive)	-	-	-	-
Balance of Authority to Draw Cash from the Consolidated Revenue Fund for Ordinary Annual Services Appropriations and as represented by:	9,970	8,466	9,970	8,466
Cash at bank and on hand	500	466	500	466
Departmental appropriations receivable	9,470	8,000	9,470	8,000
Total as at 30 June	9,970	8,466	9,970	8,466

Departmental and non-operating appropriations do not lapse at financial year end. However, the responsible Minister may decide that part or all of a departmental or non-operating appropriation is not required and request the Minister for Finance and Deregulation to reduce that appropriation. The reduction in the appropriation is effected by the Minister for Finance and Deregulation's determination and is disallowable by Parliament.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 24: Appropriations (continued)

Table B: Acquittal of Authority to Draw Cash from the Consolidated Revenue Fund for Other than Ordinary Annual Services Appropriations

Particulars	Non-operating Equity		Total	
	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000
Balance carried from previous period (Appropriation Acts)	-	-	-	-
Appropriation Act:				
Appropriation Act (No.2)	-	293	-	293
FMA Act:				
Refunds credited (FMA s30)				
Appropriations to take account of recoverable GST (FMA s30A)	-	29	-	29
Total appropriations available for payments	-	322	-	322
Cash payments made during the year (GST inclusive)	-	(322)	-	(322)
Appropriations credited to Special Accounts (GST exclusive)	-	-	-	-
Balance of Authority to Draw Cash from the Consolidated Revenue Fund for Other than Ordinary Annual Services Appropriations	-	-	-	-

Table C: Acquittal of Authority to Draw Cash from the Consolidated Revenue Fund – Special Appropriations (Unlimited Amount)

<i>Financial Management and Accountability Act 1997</i> section 28	2009 \$'000	2008 \$'000
Cash payments made during the year	372	460
Estimated actual	600	600

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 25: Special Accounts

The Administrative Appeals Tribunal has not recorded any transaction through any Special Accounts for the year ended 30 June 2009 (2008: Nil).

Note 26: Compensation and Debt Relief

	2009 \$	2008 \$
<i>Administered</i>		
No 'Act of Grace' payments, waivers of debt, ex gratia payments, Compensation for Detriment caused by Defective Administration Scheme payments or special circumstances payments pursuant to section 73 of the <i>Public Service Act 1999</i> were made during the reporting period.	Nil	Nil
(2008: nil)		
<i>Departmental</i>		
No 'Act of Grace' payments, waivers of debt, ex gratia payments, Compensation for Detriment caused by Defective Administration Scheme payments or special circumstances payments pursuant to section 73 of the <i>Public Service Act 1999</i> were made during the reporting period.	Nil	Nil
(2008: nil)		

Note 27: Reporting of Outcomes

The Tribunal has only one outcome which is described in note 1.1.

Note 27A: Net Cost of Outcome Delivery

	Total	
	2009 \$'000	2008 \$'000
Expenses		
Administered	372	460
Departmental	33,302	33,468
Total expenses	33,674	33,928
Costs recovered from provision of goods and services to the non-government sector		
Administered	-	-
Departmental	361	500
Total costs recovered	361	500
Other external revenues		
Administered	523	627
Departmental	668	621
Total other external revenues	1,191	1,248
Net cost/(contribution) of outcome	32,122	32,180

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

Note 27B: Major Classes of Departmental Revenues and Expenses by Output Group and Outputs

The Tribunal has only one output group.

	Total	
	2009 \$'000	2008 \$'000
Departmental expenses		
Employees	20,350	20,088
Suppliers	11,512	11,928
Depreciation and amortisation	1,438	1,226
Other expenses	2	226
Total departmental expenses	33,302	33,468
Funded by:		
Revenues from government	32,267	32,215
Sale of goods and services	1,029	1,121
Other gains	374	330
Total departmental income	33,670	33,666

Note 27C: Major Classes of Administered Revenues and Expenses by Outcomes.

The Tribunal has only one output group which is described in note 1.1.

	Total Outcome 1	
	2009 \$'000	2008 \$'000
Administered Income		
Fees & fines	523	627
Total Administered Income	523	627
Administered Expenses		
Refund of fees and fines	(372)	(460)
Total Administered Expenses	(372)	(460)

