



AICLA

ANNUAL REPORT
2022/2023

Australasian Institute of
Chartered Loss Adjusters

NOTICE OF ANNUAL GENERAL MEETING

AUSTRALASIAN INSTITUTE OF CHARTERED LOSS ADJUSTERS – ABN 18 074 804 167

The Annual General Meeting of the Australasian Institute of Chartered Loss Adjusters will be held on **Friday 27 October 2023 at 2pm in the Seidler Boardroom, Hilton Brisbane, Level 6, 190 Elizabeth Street, Brisbane and via Microsoft Teams ([click here](#) or contact the Secretary for the access details), or at any adjournment thereof.**

Business

1. To receive the President's report for 2022/23.
2. To receive and consider the Statement of Financial Position, Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows and the Reports of Directors and Auditors in respect of the twelve months ended 30th June 2023.
3. To receive advice of the election of Office Bearers for 2023/24.

By order of the Board
25 September 2022

A.O. LIBKE B.Bus
Secretary

Proxies

A proxy has been enclosed and can be used to vote on the above resolutions. A Member entitled to attend and vote is entitled to appoint a Proxy. A proxy shall be sent to Registered Office **not less than forty-eight hours** before the scheduled time for holding the Meeting at which the person named in such instrument proposes to vote.

Voting

At every Meeting of the Institute every Member being a Life member who is in the occupation of loss adjusting, Affiliate, Associate, or Fellow member shall be entitled to one vote but a Member whose subscription is in arrears three months or more from the date of posting his/her Membership account by the Treasurer shall not be entitled to be present at any meeting of the Institute nor vote at such Meeting. Ordinary, Provisional, Honorary, Retired and retired Life Members shall not be entitled to vote at any Meeting of the Institute.



AICLA

ANNUAL REPORT
2022/2023

Australasian Institute of
Chartered Loss Adjusters

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PRESIDENT'S REPORT



Glyn Lloyd
PRESIDENT

My two preceding reports as President were made with the uncertain backdrop of the covid pandemic firmly gripping the landscape. As we move into the post pandemic world there have been many permanent changes to how businesses operate that we regard as the new normal. Virtual meetings are now an every-day occurrence although it is pleasing to see people are gravitating to face to face meetings, functions and events. There is no doubt nothing will surpass personal interactions to enhance and benefit business and working relationships.

AICLA has returned to a full operational environment with record performances across many areas. This can be credited to the enormous effort of the AICLA management team, directors and members on division Councils. It is no surprise to see membership grow to extraordinary heights. When elected President one of the targets was to achieve 1,000 members. Strong division activities have seen membership grow to

1,106 at the end of June and at the date of this report totals 1,130. It won't be long before the 1,200 membership barrier is achieved.

The Diploma of Loss Adjusting is fully online as skills units and has been developed and delivered by our education provider ANZIIF in collaboration with and technical input from AICLA members. Elective units are now part of the Diploma curriculum. Our partnership with ANZIIF is strong and we are currently renegotiating an extended deal for them to continue to deliver the Diploma for a further 7 years. My personal thanks to Prue Willsford for her dedication and support of AICLA over the years, as we wish her all the best in her future endeavours as she embarks on the next stage of her life.

There was an exceptional performance by divisions during the year with numerous professional development, social and networking events, many achieving record attendances. I believe the balance of professional development and networking events provides the right formula for success. To the volunteers on division councils who organise activities and to our members and industry colleagues who support events my thanks to you all. Also, a special thanks to sponsors who allow us to run our events at such a reasonable cost.

CC22 was an incredible success with 340 attendees and a resurgence in sponsor support. The record for a claims convention is 352 attendees and it is more than likely future events will surpass that level.

Phnom Penh, Cambodia in 2019 was the last Asian Claims Convention prior to Covid-19. Unfortunately, the pandemic put paid to the planned Kyoto, Japan event. After a 3 year absence this year's Asian claims convention was held in May at the JW Marriot, Bangkok. It was a stunning venue and achieved a record number for an ACC along with excellent sponsor support. Feedback was positive confirming it was well run, featured an excellent range of topics and speakers and represented a chance to reconnect with friends old and new.

ACC was followed by visits to Ho Chi Minh, Kuala Lumpur, Hong Kong, Singapore and Jakarta for meetings with members and other organisations as part of the annual President's tour. Accompanying me were Tony Libke CEO and Adrian Libke CEO Elect. AICLA has established strong partnerships with many organisations across Asia and is working with these bodies to enhance training standards for loss adjusters. This is a key strategy moving forward for AICLA.

The financial performance of AICLA is at a record level with a surplus of \$137k and reserves of \$970k. This sound financial position ensures AICLA is better placed to meet unexpected contingencies.

In initiatives, Chartered Loss Adjusters were provided with a badge, recognising their achievement. Another international division suggestion agreed by the board was to provide members with a high-quality notepad and these will be issued to members

along with their diary later in the year. We aim to be able to provide members with quality items they can be proud of and show they part of a great Institute

The inaugural Life Time Achievement award honoured Chan Hwee Seng, Crawfords Singapore and Tony Morgan, Sedgwick Australia. There can be no more deserving recipients of the award. Also, congratulations to Claire Lees from McLarens in Brisbane on winning both the Diploma and Syd McDonald Young Adjuster awards for studies in the Diploma of Loss Adjusting.

Forward planning for activities is occurring by division councils for the remainder of 2023 and into 2024. The venue for the 2024 Asian Claims Convention has been chosen as Kuala Lumpur, Malaysia with the event to be staged at the Berjaya Times Square Hotel, 8 – 10 May 2024. The organising committee is established and working on developing a high-quality program.

CC23 is also in its final stages of organisation, and it will be the largest in the 16-year history of the event with an expected attendance of almost 400 delegates. My thanks to the organising committee for their hard work in organising what I am sure will be an amazing event.

It has been an honour and privilege to represent AICLA as President. During my time there have been many highlights and also challenges which have been successfully navigated. The results show the past three years have been a period of strong growth for AICLA and I am proud to have been

part of that success. Not in my wildest dreams when I started my insurance and loss adjusting career over 35 years ago could I have imagined I would be the president of the professional body representing loss adjusters. It has been a great journey. As well as my departure another person who deserves exceptional mention is our retiring CEO Tony Libke. Tony has been at the helm of AICLA since its inception. If there have been challenges over the past 3 years, I can assure Tony has seen many more. He has guided directors through tough times to ensure the Institute has achieved record levels on many fronts over the years and his legacy will not be forgotten. I have previously commented he has been a great friend, mentor and ally and will continue to be long into the future. As he leaves the new CEO Adrian Libke will take over and we have high expectations he will make his own mark on the institute guiding us forward. My thanks to the directors and volunteers I have had the pleasure to work with over 3 years, the Institute is in a great position and will continue to grow I am sure.

Glyn Lloyd,

Chartered Loss Adjuster
President – AICLA



OPERATIONS REPORT



Tony Libke
CHIEF EXECUTIVE

We witnessed in 2022/23 a return to fully normal operations after a prolonged period of disruptions caused by Covid-19. It was apparent that there had been a build-up in demand across the profession for face-to-face activities as evidenced by record attendances at the many AICLA events held during 2022/23. This increased level of activity and strong support from members and others has seen a record year for AICLA on many fronts including: membership, diploma enrolments, conventions, seminars and annual dinners/lunches and financial performance.

MEMBERSHIP

Membership stands at 1,106 (1,013 in 2022), the highest number in the history of the Institute, and close to a 10% increase from the previous 12 months, see Figure 1. Divisions are located in Australian States, New Zealand and Asia. A total of 137 members joined AICLA during 2022/23 (95 in 2021/22).

The growth in membership in Australia was particularly notable.

Membership Numbers

1106

Classes of Membership

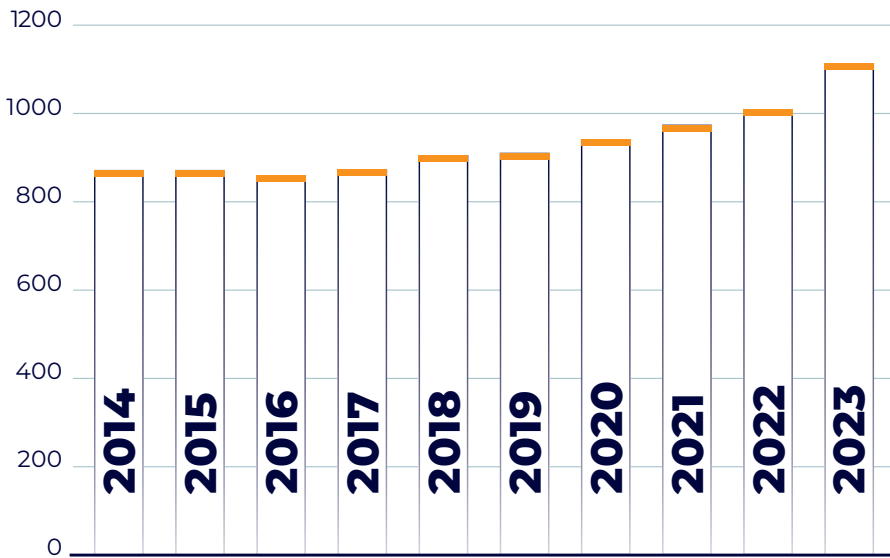


Figure 1: Membership Numbers

The International Division, predominantly made up of members based in Asia, is the largest division with 288 members from 25 countries. Following a downturn during Covid years and with the number of elected Councillors recently expanded to nine, the International Division is again growing steadily. The geographic distribution of membership is displayed in Figure 3

MEMBERSHIP NUMBERS

In Figure 2 the membership is shown by Classes. It is important that there be a balance of those just starting out in their careers and experienced loss adjusters. Classes of membership are divided into four predominant categories Fellows, Associates, Affiliates and Provisional. Membership rules require provisional members to

progress via Diploma of Loss Adjusting studies to affiliate status within three years of joining the institute. Progression through the higher membership classes requires completion of the Diploma of Loss Adjusting by examination. This pathway helps ensure loss adjusters have the underlying training to effectively perform as competent and qualified loss adjusters. The criteria for the various classes of membership are outlined in the Qualifications and Rights for Classes of Membership available at <https://aicla.org/wp-content/uploads/QRCM-FNS20.pdf>.

AICLA receives ongoing and strong support from loss adjusting organisations who recognise the benefits of staff joining AICLA and completing the highly recommended ANZIIF Diploma of Loss Adjusting.



FELLOW
157



ASSOCIATE
369



AFFILIATE
305



ORDINARY
40



PROVISIONAL
133



HONOURARY
2



LIFE
15



RETIRED
84

Figure 2: Classes of Membership

Division/Branch Membership

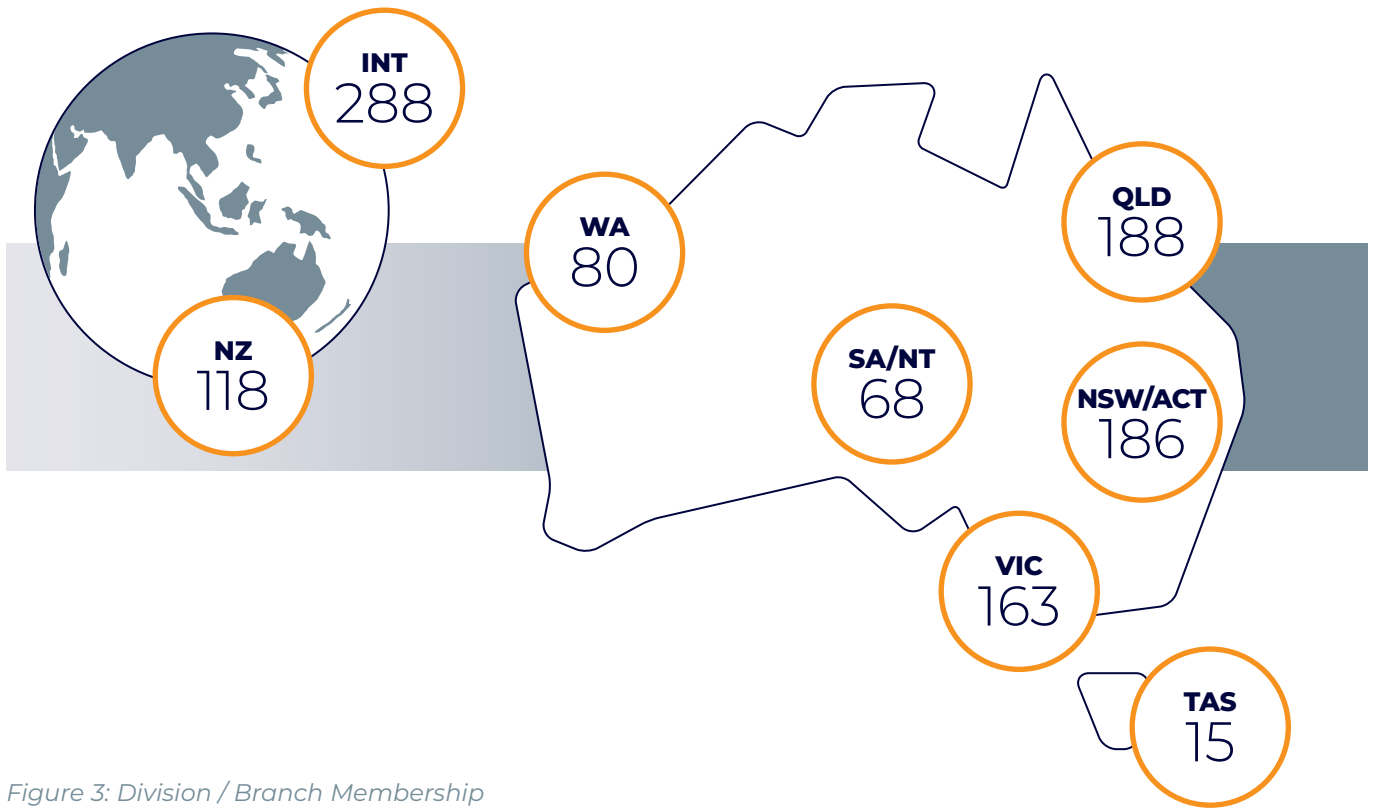
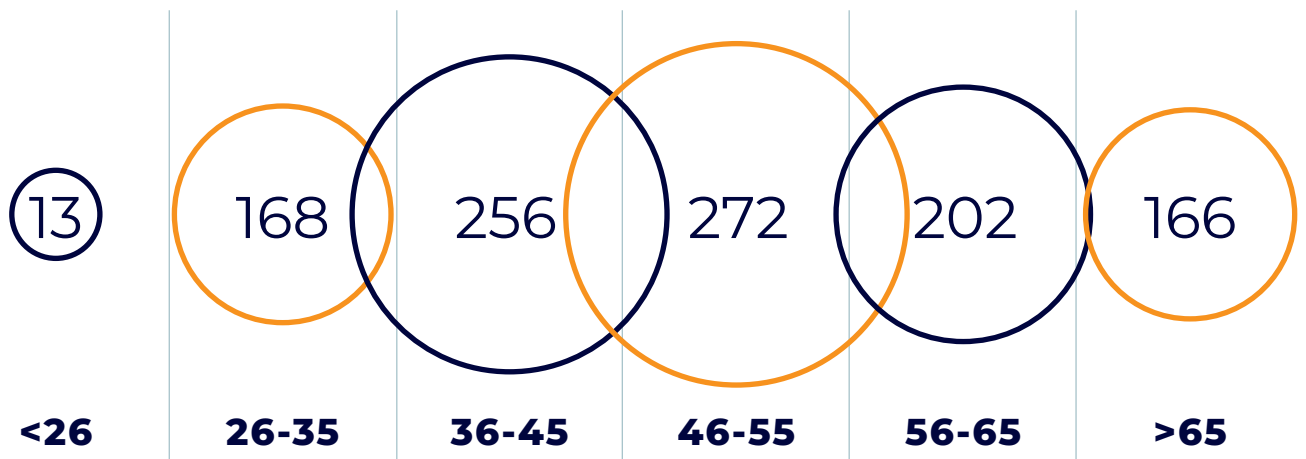


Figure 3: Division / Branch Membership

Membership Age Profile



No age provided – 29

Figure 4: Membership Age Profile

MEMBERSHIP AGE PROFILE & GENDER

AICLA is aware of the challenges faced by loss adjusting organisations to attract and retain employees. AICLA supports the efforts of employers through the tiered flexible membership structure, career packs and targeted training courses including the ANZIIF Diploma of Loss Adjusting course, seminars, webinars, workshops, conventions and on-line tutorials. Data is collected on the age of members, and we track over time membership trends. **Members 45 years or under represent 39.5% and female membership is increasing and now totals 17.5%.**

EDUCATION AND TRAINING

A key element of AICLA's success is our strong education and training programs. AICLA, in conjunction with ANZIIF our preferred education provider, has in place the highly regarded and re-accredited **Diploma of Loss Adjusting** study course, which forms the basis for membership advancement in AICLA. The Diploma training package sits within the Australian Qualifications Framework (AQF). The Diploma has been remodelled as a fully online qualification based on skills units. It remains contemporary and the leading course for those working as loss adjusters and others seeking a career in loss adjusting. **Diploma subject enrolments for the 2022 calendar year were 741 (620 in 2021).**

Female enrolments represent 42% of total enrolments in the Diploma

Number of Subject Enrolments

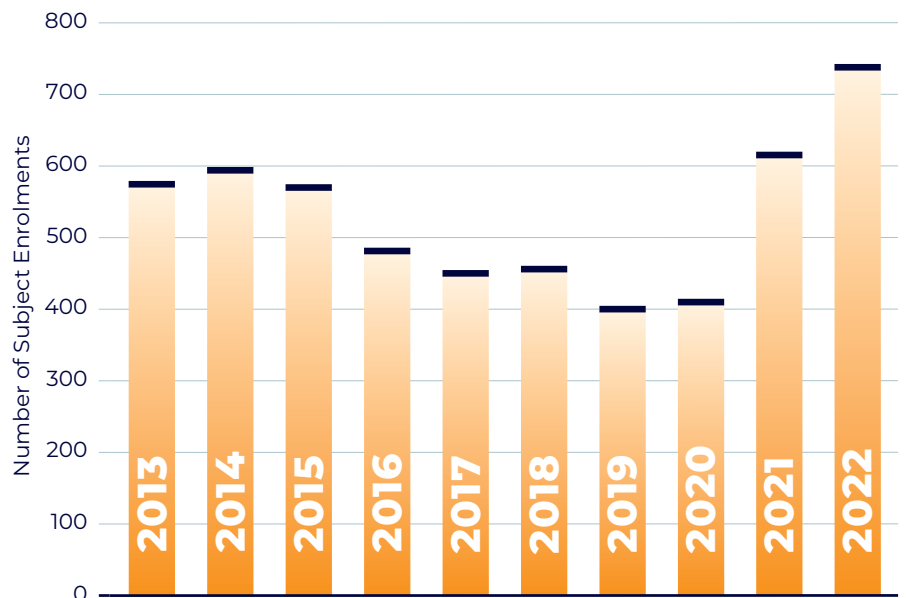


Figure 5: Number of Subject Enrolments

of Loss Adjusting in 2022. The vast majority (68%) of students in the Diploma are under 40 years of age.

AICLA's mid-tier qualification, the **Certificate in Loss Adjusting Practice** comprises five skills units from the Diploma of Loss Adjusting. Completion of this certificate entitles a member to **Affiliate** membership status.

AICLA continues to promote to members the importance of achieving **Chartered Loss Adjuster** status. During the year 33 (62 in 2021/22) members were elevated to **Associate** or **Fellow** status enabling them to use the title Chartered Loss Adjuster.

Divisions continue to play an important and active role in the provision of networking and educational activities for members.

Meetings during the year were conducted as a combination of electronic and face-to-face events.

Continuing Professional Development is important as it represents a recognition of the need for all members to participate in ongoing training to stay abreast of regulatory and general industry changes. With the wide geographic spread of membership AICLA is well placed with online CPD training for members. **Members have access to 170 tutorials of online learning material.** The range of material is extensive and a structure is in place to review content to ensure it is up to date. We express our sincere thanks to Alan Ford who recently retired after many years overseeing the development of this valuable resource.

CONVENTIONS

After a quiet start with CC21 when Covid restrictions were first being lifted, CC22 in September 2022 was a major success with 340 attendees and strong support from sponsors. The convention held at the Four Seasons Sydney with the theme, *New Thinking For The Claims Landscape* featured prominent speakers addressing challenges faced by insurance professionals. The feedback from delegates and sponsors was very positive.

After a three-year hiatus the Asian Claims Convention was relaunched in 2023 in Bangkok at the JW Marriott Hotel with the appropriate theme *Claims in a Post-Pandemic World*. With conservative expectations, the convention received an amazing level of support with 200 attendees from 13 countries. The quality of speakers was high with the format of cocktail function plus 2 day conference and gala dinner proving popular and a great opportunity for delegates, presenters and sponsors to network.

FINANCES

The financial performance (see Figure 6) was pleasing and above budget. With the first full year of activities post Covid there was a surge in the number of events held across the institute with participation in many activities at record levels.

Sponsor support from builders, repairers, consultants and others was high with diary/website advertising achieving a new record in 2023. The conventions in Sydney and Bangkok generated strong

Financial Reserves 2023

RESERVES
\$970K

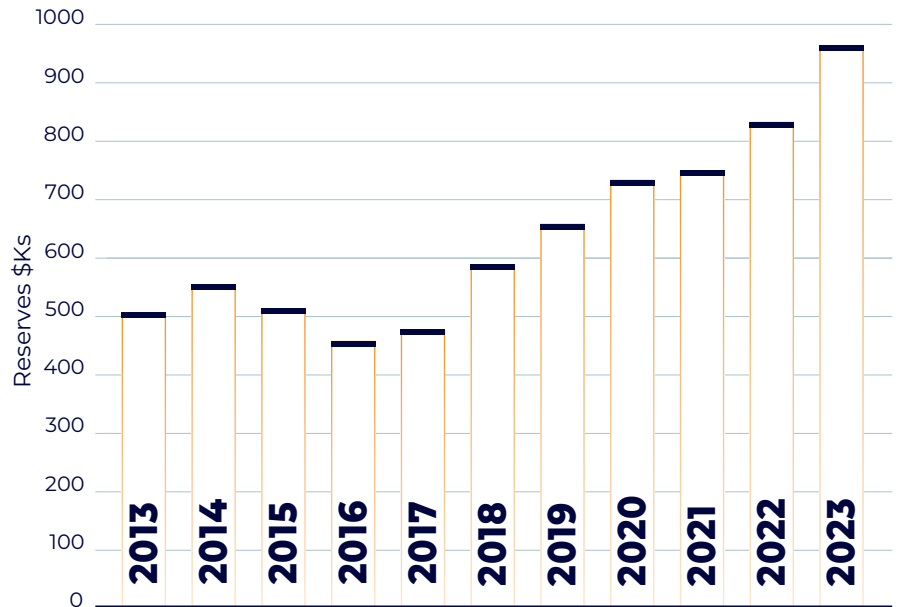


Figure 6: Financial Reserves

surpluses as did a number of division events. Sponsorship of activities enables events to be offered at lower costs to members than would otherwise be possible. It is pleasing that multiple divisions support worthwhile charities.

A full set of the 2022/23 audited financial statements follow this report.

SUSTAINABILITY

AICLA continues to evolve and improve its operating systems and commitment to sustainability. Over the last year, physical files including member records and other corporate and historical files were converted to digital records, resulting in a near paperless environment.

COMMUNICATIONS AND SOCIAL MEDIA

The electronic monthly newsletter *'LA News'* continues to be popular and represents an effective way to communicate with members. LA News features a calendar of seminars, workshops, conventions and social activities. Statistics show that LA News is viewed by a high percentage of members and other industry persons.

AICLA has a well-established LinkedIn profile which has proved popular with followers. A number of divisions have created their own LinkedIn pages to promote division events and keep their subscribers informed.

WEBSITE

The AICLA website www.aicla.org continues to be enhanced and can be accessed using desktop, laptop, iPad and mobile devices. The website is an important resource for members and others wanting to access information about the profession and contact members and suppliers. The site also contains information on membership eligibility, qualifications for classes of membership, upcoming events, LA News and updates on important topics. CPD online resources, COP guidelines and regulatory guidelines for loss adjusters are available in the members only area. A feature of the website is the comprehensive events section with an online payment and registration facility.

Tony Libke
Chief Executive

PRIZE WINNERS

Congratulations to the following members on winning AICLA educational prizes during the year.



LIFETIME ACHIEVEMENT AWARD

Chan Hwee Seng

Crawford & Co, Singapore



LIFETIME ACHIEVEMENT AWARD

Tony Morgan

Sedgwick, Australia



LOSS ADJUSTING DIPLOMA PRIZE

Claire Lees

McLarens, QLD



SYD MCDONALD YOUNG
ADJUSTER PRIZE

Claire Lees

McLarens, QLD

The criteria for the scholarship and other prizes is available on the website: <https://aicla.org/prizes-and-awards/>





AICLA

**GENERAL PURPOSE
FINANCIAL
REPORT**

FOR THE YEAR ENDED 30 JUNE 2023



DIRECTORS' REPORT

Your Directors present their report on the Australasian Institute of Chartered Loss Adjusters Limited ("the company") for the year ended 30 June 2023.

DIRECTORS

The names of each person who has been a director during the year and to the date of this report are:

- Glyn Lloyd
- Nick Ackers
- Elouise Cave
- Nish Chandra
(appointed 6 September 2022)
- Michael Davies
- Greig Halpin
- Andrew Khoo
- Colin McEneary
- Samantha Sharp
(appointed 15 September 2023)
- Darrell Stops
(appointed 6 September 2022)
- Dylan Maguire
(ceased 24 August 2023)

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

PRINCIPAL ACTIVITIES

The principal continuing activities of the company were concerned with advancing the standards of the profession of loss adjusting and claims management, the dissemination of professional knowledge and education.

The company's short-term objectives are to:

Achieve a greater awareness of the organization and its role. We also aim to grow membership with a focus on education and quality training activities to allow members to achieve their personal and career objectives.

The company's long-term objectives are to:

Advance the Profession of Loss Adjusting for the benefit of its practitioners and the public in general.

To achieve these objectives, the company has adopted the following strategies:

The continual education of its Members and the encouragement of skilled, ethical and sound practice in the Profession, the development of training courses and presence at public forums to increase exposure of the institute.

Performance Measurement

The Board assesses at regular meetings performance against outlined objectives by reviewing the relevance, range and number of courses and activities conducted by the institute and its partners.

REVIEW OF OPERATIONS

This is the first year since Covid-19 that the company's operations were not impacted by travel and meeting restrictions. With restrictions lifted there were a record number of events conducted and wide support from members and sponsors resulting in a strong performance by the company.

INFORMATION ON DIRECTORS

A summary of qualifications, experience and general responsibilities for each of the company's Directors is set out as follows:

DIRECTOR	QUALIFICATIONS/EXPERIENCE
----------	---------------------------

Glyn Lloyd

Mr Lloyd was elected President in October 2020 and re-elected October 2022. He is an experienced loss adjuster, associate of AICLA and former chair of the Queensland division.

Nick Ackers

Mr Ackers was appointed director in August 2012. He is an experienced loss adjuster and chair of the Tasmania division. He is a fellow of AICLA and a senior associate of ANZIIF.

Elouise Cave

Ms Cave was appointed director in February 2021. She is an experienced loss adjuster and chair of the Queensland division. She holds a diploma in loss adjusting, is a senior associate of ANZIIF and associate of AICLA.

DIRECTOR QUALIFICATIONS/EXPERIENCE

Nish Chandra

Mr Chandra was appointed director in September 2022. He is an experienced loss adjuster and chair of the Victoria division. He is an affiliate of AICLA.

Michael Davies

Mr Davies was appointed director in October 2008. He is an experienced loss adjuster and the Education Director for AICLA. He is a fellow of AICLA and fellow of CII.

Greig Halpin

Mr Halpin was appointed director in September 2016. He is an experienced loss adjuster and chair of the New Zealand division. He is an associate of AICLA.

Andrew Khoo

Mr Khoo was appointed director in September 2017. He is an experienced loss adjuster and chair of the International division. He holds a diploma in loss adjusting, is a chartered insurance practitioner, senior associate of ANZIIF, and associate of AICLA.

Colin McEnergy

Mr McEnergy was appointed director in September 2021. He is an experienced in claims management and chair of the New South Wales division. He is an Associate of AICLA.

Samantha Sharp

Ms Sharp was appointed director in September 2023. She is an experienced loss adjuster and chair of the South Australian division. She holds a diploma in loss adjusting, is an associate of AICLA and senior associate of ANZIIF.

DIRECTOR QUALIFICATIONS/EXPERIENCE

Darrell Stops

Mr Stops was appointed director in September 2022. He is an experienced loss adjuster and chair of the Western Australia division. He is an associate of AICLA and senior associate of ANZIIF.

Dylan Maguire

Mr Maguire was appointed director in September 2021 and ceased his position in August 2023.

SOCIAL RESPONSIBILITIES

All directors of the Institute are bound by a code of conduct. The directors' code of conduct, revised in May 2022, outlines the responsibilities and requirements for directors in the company. Directors have an obligation, at all times, to comply with the spirit, as well as the letter, of the law and with the principles of the Code.

MEETINGS OF DIRECTORS

During the financial year, three meetings of directors were held. Attendances by each director were as follows:

DIRECTOR	MEETINGS ATTENDED	MEETINGS ELIGIBLE TO ATTEND
Nick Ackers	3	3
Elouise Cave	3	3
Nish Chandra	3	3
Michael Davies	3	3
Greig Halpin	3	3
Andrew Khoo	2	3
Glyn Lloyd	3	3
Dylan Maguire	3	3

DIRECTOR	MEETINGS ATTENDED	MEETINGS ELIGIBLE TO ATTEND
Colin McEnergy	3	3
Darrell Stops	1	3
Samantha Sharp	-	-

The company is incorporated under the *Corporations Act 2001* and is a company limited by guarantee. If the company is wound up, the constitution states that each member is required to contribute a maximum of \$50 each towards meeting any outstanding obligations of the company. At 30 June 2023, the total amount that members of the company are liable to contribute if the company wound up is \$55,300 (2022: \$50,650).

AUDITOR'S INDEPENDENCE DECLARATION

The lead auditor's independence declaration for the year ended 30 June 2023 has been received and can be found on page 12 of the financial report.

Signed in accordance with a resolution of the Board of Directors.



**G. Lloyd – Director
Brisbane, 27 September 2023**



PKF Brisbane Audit
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Australia

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AUDITOR'S INDEPENDENCE DECLARATION
UNDER SECTION 307C OF THE CORPORATIONS ACT 2001
TO THE DIRECTORS OF AUSTRALASIAN INSTITUTE OF CHARTERED
LOSS ADJUSTERS LIMITED

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2023, there have been no contraventions of:

- (a) the auditor independence requirements of the *Corporations Act 2001* in relation to the audit; and
- (b) any applicable code of professional conduct in relation to the audit.

A handwritten signature in blue ink that reads 'PKF'.

PKF BRISBANE AUDIT

A handwritten signature in blue ink, appearing to be 'Tim Follett'.

TIM FOLLETT
PARTNER

BRISBANE
27 SEPTEMBER 2023



AUSTRALASIAN
INSTITUTE OF CHARTERED
LOSS ADJUSTERS

A.B.N. 18 074 804 167

**AUSTRALASIAN INSTITUTE
OF CHARTERED LOSS ADJUSTERS LIMITED
DIRECTORS' DECLARATION**

The Directors of the company declare that:

- (1) The financial statements and notes, as set out on pages 14 to 23, are in accordance with the *Corporations Act 2001* and
 - (a) comply with Australian Accounting Standards and other mandatory professional reporting requirements of the *Corporations Regulations 2001*; and
 - (b) give a true and fair view of the financial position as at 30 June 2023 and of the performance for the year ended on that date of the company.
- (2) In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Directors.

A handwritten signature in black ink, appearing to be 'G. Lloyd', written in a cursive style.

G. Lloyd – Director
Brisbane, 27 September 2023

Chief Executive: A O Libke, GPO Box 1705, Brisbane Qld 4001 Australia. Telephone: +61 7 3506 2939

Registered Office: 2nd Floor, 190 Edward Street, Brisbane Qld 4000 Australia
Website: www.aicla.org Email: adminoffice@aicla.org

STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 30 JUNE 2023

	NOTES	2023	2022
		\$	\$
Revenue from continuing operations	2	1,809,548	1,163,852
Other income	2	19,383	31,736
		1,828,931	1,195,588
Operating expenses		978,976	608,673
Meeting expenses		638,163	440,339
Diary expenses		61,434	58,273
Other expenses		7,689	4,713
		1,686,262	1,111,998
Surplus before income tax		142,669	83,590
Income tax expense	3	5,736	–
Surplus for the year		136,933	83,590
Other: Comprehensive income for the year		–	–
Total Comprehensive income for the year		136,933	83,590

The accompanying notes form part of these financial statements.

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 30 JUNE 2023

	NOTES	2023 \$	2022 \$
CURRENT ASSETS			
Cash and cash equivalents	4	1,237,730	969,936
Trade and other receivables	5	751	1,307
Financial assets	6	250,992	250,467
Prepaid expenses		114,519	38,945
Inventories on hand	7	2,414	2,412
TOTAL CURRENT ASSETS		1,606,406	1,263,067
NON-CURRENT ASSETS			
Plant and equipment		–	432
Intangible assets	8	–	7,143
TOTAL NON-CURRENT ASSETS		–	7,575
TOTAL ASSETS		1,606,406	1,270,642
CURRENT LIABILITIES			
Payables	9	610,924	436,825
Provision for tax	10	5,065	333
TOTAL CURRENT LIABILITIES		615,989	437,158
NON-CURRENT LIABILITIES			
Provisions	11	20,000	–
TOTAL NON-CURRENT LIABILITIES		20,000	–
TOTAL LIABILITIES		635,989	437,158
NET ASSETS		970,417	833,484
EQUITY			
Retained surpluses		970,417	833,484
TOTAL EQUITY		970,417	833,484

The accompanying notes form part of these financial statements.

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2023

	Retained Surpluses	Total
	\$	\$
Balance at 1 July 2021	749,894	749,894
Surplus after income tax expense for the year	83,590	83,590
Other comprehensive income for the year	–	–
Total comprehensive income for the year	833,484	833,484
Balance at 30 June 2022	833,484	833,484
Surplus after income tax expense for the year	136,933	136,933
Other comprehensive income for the year	–	–
Total comprehensive income for the year	136,933	136,933
Balance at 30 June 2023	970,417	970,417

The accompanying notes form part of these financial statements.

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2023

	NOTES	2023	2022
		\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members and customers		2,093,538	1,348,636
Payments to suppliers		(1,842,163)	(1,122,703)
Income tax refunded / (paid)		(1,004)	(998)
Interest received		5,379	550
Net cash inflow from operating activities	12	255,750	225,485
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for investments in term deposits		(525)	(467)
Net cash outflow from investing activities		(525)	(467)
Net increase / (decrease) in cash held		255,225	225,018
Effects of functional currency exchange rates		12,569	27,025
Cash at beginning of the year		969,936	717,893
Cash and cash equivalents at end of the year	4	1,237,730	969,936

The accompanying notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2023

The financial statements cover Australasian Institute of Chartered Loss Adjusters Limited as an individual entity, incorporated and domiciled in Australia. Australasian Institute of Chartered Loss Adjusters Limited is a company limited by guarantee. The financial statements are presented in Australian Dollars.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) and the *Corporations Act 2001*. The company is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

The financial statements were authorised for issue on 27 September 2023 by the directors of the company.

Accounting Policies

a) Revenue

Revenue from contracts with customers

Revenue is recognised at an amount that reflects the consideration to which the company is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the company: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers. Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

All revenue is stated net of the amount of goods and services tax (GST).

b) Receivables

Trade and other receivables are recognised at the amounts receivable as they are due for settlement within normal trading terms of 30 days or in accordance with contractual terms. The ability to collect trade debtors is reviewed on an ongoing basis. Unrecoverable debts are written off and a provision is made where the ability to collect is uncertain.

c) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

d) Inventories on hand

Inventories are measured at the lower of cost and net realisable value.

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

e) *Plant and equipment*

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses.

The depreciable amount of all fixed assets is depreciated on a straight-line basis over the asset's useful life to the entity commencing from the time the asset is available for use.

Class of Fixed Asset	Depreciation Rate
Plant and equipment	15 – 30%

f) *Trade and other payables*

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

g) *Comparative figures*

Where required by Accounting Standards comparative figures have been adjusted to conform to changes in presentation for the current financial year.

When an entity applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements, a statement of financial position as at the beginning of the earliest comparative period must be disclosed.

h) *Goods and services tax*

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

i) *New or Amended Accounting Standards and Interpretations adopted*

The company has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

j) *Income tax*

The income tax expense/ (revenue) for the year comprises current income tax expense/ (income).

Current income tax expense charged to profit or loss is the tax payable on taxable income. Current tax liabilities/ (assets) are measured at the amounts expected to be paid to/ (recovered from) the relevant taxation authority.

Only non-member income of the company is assessable for tax, as member income is excluded under the mutuality principle.

k) *Intangible assets – website costs*

Significant costs associated with website development are depreciated under simplified depreciation rules as adopted by the company.

l) *Investments and other financial assets*

Investments and other financial assets are initially measured at fair value. Financial assets at fair value through profit or loss are held for trading, where they are acquired for the purpose of selling in the short-term with an intention of making a profit. Fair value movements are recognised in profit or loss.

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

	2023 \$	2022 \$
2 REVENUE		
Revenue from institute activities:		
Diary income (advert, sales)	176,796	157,169
Application / exam fees	26,818	53,196
Advertising LA News	1,500	2,600
Meetings and seminars	703,867	394,764
History & other book sales	941	521
Subscriptions	341,792	330,215
Workshops	–	30
Claims Technicians Course	16,484	21,480
Asian Claims Convention	206,640	–
Sydney Claims Convention	334,710	203,877
	1,809,548	1,163,852
Other income:		
Sundry income	1,436	4,161
Interest	5,379	550
Gain on currency	12,568	27,025
	19,383	31,736
3 INCOME TAX		
<i>a) Current tax</i>		
Current tax on profits for the year	5,736	–
	5,736	–
<i>b) The prima facie tax on profit from ordinary activities before income tax is reconciled to income tax as follows:</i>		
Operating Profit / (Loss) before income tax	142,669	83,590
Prima facie tax payable at 25% (2022: 25%)	35,667	20,898
Tax effect of amounts which are not deductible (taxable) in calculating taxable income:		
Non-deductible expenses	386,404	260,298
Non-assessable income	(416,335)	(319,534)
Deferred Tax Assets Not Recognised:		
Tax Exempt (Income)/Loss	(29,931)	–
	5,736	–
4 CASH AND CASH EQUIVALENTS		
Cash at bank and on hand	515,757	607,963
Deposits	721,973	361,973
Total cash and cash equivalents as stated in the statement of financial position	1,237,730	969,936
Total cash and cash equivalents as stated in the statement of cash flows	1,237,730	969,936

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

	2023	2022
	\$	\$
5 TRADE AND OTHER RECEIVABLES		
Trade debtors	751	1,307
	751	1,307
The company does not have any material credit risk exposure to any single or group of receivables.		
6 FINANCIAL ASSETS		
Bank Term Deposits	250,992	250,467
	250,992	250,467
7 INVENTORIES ON HAND		
CURRENT		
At cost: Books – <i>History of Chartered Loss Adjustment</i>	2,414	2,412
	2,414	2,412
8 INTANGIBLE ASSETS		
Website – at cost	35,000	35,000
Accumulated amortisation	(35,000)	(27,857)
Net carrying amount	–	7,143
9 CURRENT LIABILITIES – PAYABLES		
Trade creditors	41,950	44,233
Prepaid revenue	542,702	379,309
Net GST payables	26,272	13,283
	610,924	436,825
10 PROVISION FOR TAX		
Provision for tax	5,065	333
	5,065	333
11 PROVISIONS		
Provision for ACC25	20,000	–
	20,000	–
12 RECONCILIATION OF PROFIT / (LOSS) AFTER INCOME TAX TO NET CASH FLOW FROM OPERATING ACTIVITIES		
Profit for the year	136,933	83,590
Non cash flows:		
(Gain) / loss on foreign currency	(12,568)	(27,025)
Depreciation expense	7,575	3,246
Change in operating assets and liabilities:		
Decrease / (increase) in receivables	556	4,334
Increase / (decrease) in provisions	20,000	–
(Increase) / decrease in prepayments	(75,574)	3,721
Decrease / (increase) in inventories on hand	(2)	6,111
Increase / (decrease) in payables	174,098	152,506
Increase / (decrease) in provision for tax	4,732	(998)
Net cash inflow / (outflow) from operating activities	255,750	225,485

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

13 FINANCIAL RISK MANAGEMENT

Financial Risk Management Policies

The finance committee's overall risk management strategy seeks to assist the company in meeting its financial targets, whilst minimising potential adverse effects on financial performance. Risk management policies are approved and reviewed by the finance committee on a regular basis, including future cash flow requirements.

Specific Financial Risk Exposures and Management

The main risks the company is exposed to through its financial instruments are interest rate risk. Sensitivity analysis has not been disclosed as its results are not deemed to materially impact either the profit and loss for the year ended 30 June 2023, or the financial position as at 30 June 2023.

(a) Interest Rate Risk Exposures

The company's exposures to interest rate risk and the effective weighted average interest rate for classes of financial assets and financial liabilities are set out below:

	\$ Floating interest	\$ Fixed interest	\$ Non interest bearing	\$ Total
2023				
Financial asset				
Cash	721,973	–	515,757	1,237,730
Term deposits	–	250,992	–	250,992
Receivables	–	–	–	–
Total	721,973	250,992	515,757	1,488,722
Weighted average interest rate	0.67%	3.00%	–	–
Financial liability				
Payables	–	–	68,222	68,222
Total	–	–	68,222	68,222
Weighted average interest rate	–	–	–	–
Net financial asset/(liability)	721,973	250,992	447,535	1,420,500
2022				
Financial asset				
Cash	361,973	–	607,963	969,936
Term deposits	–	250,467	–	250,467
Receivables	–	–	–	–
Total	361,973	250,467	607,963	1,220,403
Weighted average interest rate	0.15%	0.25%	–	–
Financial liability				
Payables	–	–	57,516	57,516
Total	–	–	57,516	57,516
Weighted average interest rate	–	–	–	–
Net financial asset/(liability)	361,973	250,467	550,447	1,162,887

(b) Fair values

The company's financial assets and liabilities included in current assets and liabilities in the balance sheet are carried at amounts which approximate net fair value.

14 COMMITMENTS

The company had no commitments for expenditure as at 30 June 2023.

NOTES TO THE FINANCIAL STATEMENTS (CONT'D)

	2023	2022
	\$	\$
15 REMUNERATION OF AUDITORS		
Remuneration for audit or review of the financial report of the company – PKF Brisbane Audit	11,500	8,972
	<u>11,500</u>	<u>8,972</u>

16 KEY MANAGEMENT PERSONNEL DISCLOSURES

No executives are employed by the company. The Board has appointed Tony Libke of TAA Consulting as Company Secretary and Chief Executive.

17 RELATED PARTY TRANSACTIONS

As at reporting date, amounts payable to Directors and Director related entities included in current liabilities are as follow:

M. Davies	–	1,282
	<u>–</u>	<u>1,282</u>

The amounts payable relate to expenses incurred on traveling costs for seminars and meetings reimbursable to the Directors.

18 EVENTS OCCURRING AFTER THE BALANCE SHEET DATE

There have been no matters or circumstances that have arisen since the end of the financial year that has significantly affected, or may affect, the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

19 CONTINGENT ASSETS AND LIABILITIES

The Directors are not aware of any contingent assets and liabilities in existence at the balance sheet date, nor at the date of signing the financial report.

20 MEMBERS' GUARANTEE

The company is incorporated under the Corporations Act 2001 and is an entity limited by guarantee. If the company is wound up, the constitution states that each member is required to contribute a maximum of \$50 each towards meeting any outstandings and obligations of the company. As at 30 June 2023 the number of members was 1,106 (2022: 1,013).

21 CAPITAL MANAGEMENT

Management controls the capital of the company to ensure that adequate cash flows are generated to fund its mentoring programs and that returns from investments are maximised. The finance committee ensures that the overall risk management strategy is in line with this objective.

The finance committee operates under policies approved by the Board of Directors. Risk management policies are approved and reviewed by the Board on a regular basis, including future cash flow requirements.

The company's capital consists of financial liabilities, supported by financial assets. Management effectively manages the company's capital by assessing the company's financial risks and responding to changes in these risks and in the market. These responses may include the consideration of debt levels.

There have been no changes to the strategy adopted by management to control the capital of the company since the previous year.

22 PRINCIPAL REGISTERED OFFICE IN AUSTRALIA

The registered office and principal place of business is: **2nd Floor**
190 Edward Street
Brisbane QLD 4000

23 SUBSIDIARIES

The Institute of Claims Technicians Pty Ltd ('ICT') was deregistered in August 2023 and there were no members of ICT at the end of the financial year.

The following are the operations of ICT for the financial year ended 30 June 2023.

Claims Technicians Course Revenue	16,484	20,360
Claims Technicians Course Expenses	–	(183)
Profit/(Loss) for the year	<u>16,484</u>	<u>20,177</u>



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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALASIAN INSTITUTE OF CHARTERED LOSS ADJUSTERS LIMITED

Report on the Financial Report

Opinion

We have audited the accompanying financial report of Australasian Institute of Chartered Loss Adjusters Limited ("the Company"), which comprises the statement of financial position as at 30 June 2023, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the directors' declaration.

In our opinion the financial report of the Company is in accordance with the *Corporations Act 2001*, including:

- a) Giving a true and fair view of the Company's financial position as at 30 June 2023 and of its performance for the year ended on that date; and
- b) Complying with Australian Accounting Standards and the *Corporations Regulations 2001*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence

We are independent of the Company in accordance with the auditor independence requirements of the *Corporations Act 2001* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.



Directors' Responsibilities for the Financial Report

The directors of the Company are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Corporations Act 2001 and for such internal control as the directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individual or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

A stylized, handwritten signature in blue ink, appearing to read 'PKF'.

PKF BRISBANE AUDIT

A handwritten signature in blue ink, appearing to read 'Tim Follett'.

TIM FOLLETT
PARTNER

27 SEPTEMBER 2023
BRISBANE



AICLA

**Australasian Institute of
Chartered Loss Adjusters**

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