

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**  
**ACN 118 018 992**

**ANNUAL FINANCIAL REPORT**

**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2014**

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**CONTENTS TO THE ANNUAL FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2014**

	<b>Page</b>
Directors' Report	3
Lead Auditor's Independence Declaration	14
Consolidated Statements of Comprehensive Income	15
Consolidated Statements of Financial Position	16
Consolidated Statements of Changes in Equity	17
Consolidated Statements of Cash Flows	18
Notes to and forming Part of the Consolidated Financial Statements	19
Directors' Declaration	33
Independent Audit Report	34

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014

The directors present their report on the consolidated entity consisting of the Personal Injury Education Foundation Limited (the Foundation) and the entity that it controlled at the end of the financial year ended 30 June 2014. Throughout the report, the consolidated entity is referred to as the Group.

### 1. Directors

The directors of the Foundation at any time during or since the end of the financial year are:

Name	Appointment Date	Resignation Date
Chris Latham (Chair)	2 May 2011	
Jason Hammond	12 July 2007	
Denise Cosgrove	28 August 2008	
Andrew Fronsco	25 June 2009	
Michelle Reynolds	19 October 2010	
Andrew Nicholls	18 January 2011	
Grant Speight	10 June 2011	
Diego Ascani	10 June 2011	
Geniere Aplin	8 June 2012	
Paul Smeaton	8 June 2012	
Bruce Crossett	8 August 2012	
Bradley Parker	30 November 2012	
Irene Violet	6 March 2013	
Jennifer Mitchell	6 March 2013	
Jason Lardelli	7 June 2013	
John McNamara	7 June 2013	
Michael Francis	7 June 2013	
Mary Hawkins	18 October 2013	
David Fryar	18 October 2013	
Helen Silver	18 October 2013	
David Krawitz	14 June 2006	18 October 2013
Anthony Fleetwood	19 March 2010	18 October 2013

# **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

## **DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014**

### **2. Company Secretary**

Mr. Nathan Clarke was appointed to the position of company secretary on 24 January 2006. He is also the Executive Director of the Foundation, and a director and the Chief Executive Officer of its wholly-owned subsidiary, PIEF RTO Services Limited.

### **3. Objectives and Strategies**

The Foundation was incorporated on 24 January 2006. Its objective is to create leading education programs, initiatives and events focused on the needs of those working in the accident compensation industry.

The 2011-15 Strategic Plan approved by the Board sets out the following strategies to achieve the Foundation's objectives:

- Undertake a comprehensive review of the Foundation's postgraduate program, including structure, design and delivery to help ensure greater participation and sustainability.
- Develop a national version of the vocational qualifications in personal injury management.
- Review the feasibility and desirability of becoming a Registered Training Organisation.
- Develop, expand and promote the Foundation's membership and certification programs with the aim of developing a strong alumni network of personal injury management professionals.
- Develop, expand and promote the Foundation's:
  - excellence in Personal Injury Management Awards
  - Personal Injury Management Conference and seminar series across Australia and New Zealand.
- Develop and expand the Foundation's online systems to allow wider participation in the Foundation's programs, initiatives and events and engagement between fellow professionals in the industry.
- Promote the benefits relating to:
  - program membership
  - working in the personal injury management profession.
- As the sole license holder for the International Disability Management Certification programs in both Australia and New Zealand (since 2012), continue to take an Australasian approach to the development of these programs.

# **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

## **DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014**

### **3. Objectives and Strategies (continued)**

- Expand the Foundation's Certificate IV in Personal Injury Management (Return to Work) qualification, and ensure that it continues to reflect the training needs of return to work professionals across Australia.
- Continue to work with international centres of excellence to provide further opportunities for collaboration and learning, with the feasibility of providing scholarships to be reviewed.

The Board has endorsed a suite of key performance indicators to measure its performance under the Strategic Plan, including:

- Participants' satisfaction with the Foundation's education programs, initiatives and events.
- Number of enrolments in the Foundation's postgraduate programs.
- Number of applications for the Foundation's certification programs.

In early 2014, the Strategy Execution Sub-committee of the Board agreed to make some changes to the Strategic Plan targets, including:

- A new target for vocational program enrolments.
- A revised target for postgraduate program enrolments.
- A revised target for certification applications.
- A new target for its RTO business.
- The deletion of one target on increasing industry attractiveness.

### **4. Principal Activity**

Over the 2013/14 financial year, the Foundation's principal activity was the continual development, implementation and delivery of education programs designed for the personal injury management sector.

In addition, the Foundation agreed to apply to the Australian Commonwealth Government to become a Registered Training Organisation (RTO) and to establish a separate entity to manage its RTO business. A wholly-owned subsidiary, PIEF RTO Services Limited, was established by the Foundation during the financial year. The subsidiary has its own Board, constitution and operating budget.

# **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

## **DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014**

### **4. Principal Activity (continued)**

During the financial year, the Foundation also:

- Completed the redevelopment of the new structure of the Personal Injury postgraduate program, including the introduction of new postgraduate unit in the Master of Management (Personal Injury), i.e. Contemporary Issues in Compensable Injury Management.
- Through a Request for Tender process, appointed Griffith University as the new provider of the personal injury postgraduate program until 2017.
- Introduced the Diploma of Personal Injury Management qualification.
- Continued to deliver the Certificate IV in Personal Injury Management (Return to Work) and the Certificate IV in Personal Injury Management (Claims Management) qualifications.
- Continued to deliver the online training program, Understanding Accident Compensation in Australia and New Zealand.
- Obtained the approval from the Australian Skills Quality Authority to become a Registered Training Organisation (on 29 November 2013).
- Introduced a new monthly webinar series.
- Introduced a new Careers in Personal Injury Management website, which is designed to encourage those who may be considering a career change or those who are about to start their career to consider the personal injury industry.
- Developed and delivered a series of Sydney-based workshops, aligned to the Diploma of Personal Injury Management qualification.
- Was successful in being awarded the contract to deliver the WorkCover NSW Allied Health Online Training Program.
- Delivered a series of Motivational Interactions workshops in conjunction with AP Psychology and Consulting in Perth, Brisbane, Sydney, Canberra, Darwin and Melbourne.
- Made significant progress in developing the International Forum on Disability Management (IFDM), which is being hosted by the Foundation in Melbourne in November 2014.
- Launched the IFDM and the 2014 Excellence in Personal Injury Management Awards in Melbourne on 9 April 2014.

# **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

## **DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014**

### **5. Review of Operations**

Information on the operations and financial position of the Foundation and its business strategies are set out in section 3 "Objectives and Strategies" on pages 4 – 5, and on pages 15 – 32 of the annual financial report.

### **6. Significant Changes in the State of Affairs**

There were no other significant changes in the state of affairs of the Group during the financial year.

### **7. Events Subsequent to Reporting Date**

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Group, the results of those operations, or the state of affairs of the Group in future financial years.

### **8. Likely Developments and Expected Results of Operations**

There are no likely developments or foreshadowed developments that have not otherwise been disclosed in this report.

### **9. Environmental Regulation**

The Group's operations are not subject to any significant environmental regulations under either Commonwealth or State legislation. However, the directors believe that the Group has adequate systems in place for the management of its environmental requirements and are not aware of any breach of those environmental requirements as they apply to the Group.

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014

### 10. Information on the Foundation's Directors

The qualifications, experience and special responsibilities of the Foundation's directors at 30 June 2014 are as follows:

Name	Qualification and Experience	Special Responsibilities
Chris Latham (Chair)	Chris is a qualified actuary who specialises in advice to accident compensation schemes and is a member of the board of WorkCover SA and the Asbestos Injury Compensation Fund. He holds a degree in science.	<ul style="list-style-type: none"><li>• Chairman</li><li>• Member of Executive Sub-committee</li><li>• Board member and Chairman of PIEF RTO Services Limited</li></ul>
Jason Hammond	Jason is the National Manager, Workers Compensation at QBE Australia. He holds a Bachelor of Business (Accounting) degree and is an Australian CPA.	<ul style="list-style-type: none"><li>• Member of Strategy Execution Sub-committee</li></ul>
Denise Cosgrove	Denise is the Chief Executive of the Victorian WorkCover Authority. She holds a Bachelor of Arts (French) degree and a Post Graduate Diploma in human resource management.	<ul style="list-style-type: none"><li>• Member of Executive Sub-committee</li><li>• Member of Strategy Execution Sub-committee</li><li>• Board member of PIEF RTO Services Limited</li></ul>
Andrew Fronsco	Andrew is the Senior Manager, Policy and Strategy (Statutory Lines) at the Territory Insurance Office. He holds a Master of Business Administration and a Doctorate degree in insurance.	<ul style="list-style-type: none"><li>• Member of Strategy Execution Sub-committee</li><li>• Member of Education and Certification Sub-committee</li></ul>
Michelle Reynolds	Michelle is the Chief Executive Officer at WorkCover WA. She holds a Bachelor of Arts and a Master of Business Administration.	<ul style="list-style-type: none"><li>• None</li></ul>



# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014

### 10. Information on the Foundation's Directors (continued)

Name	Qualification and Experience	Special Responsibilities
Andrew Nicholls	Andrew is the General Manager of the NSW Motor Accidents Authority. He holds an Executive Master of Public Administration program, an Honours degree in political science and a Master's degree in public management.	<ul style="list-style-type: none"> <li>Member of Strategy Execution Sub-committee</li> </ul>
Grant Speight	Grant is the General Manager, Human Resources at the Insurance Commission of Western Australia. He holds a Masters of Human Resource Management, is a Fellow of the Australian Human Resources Institute and an Associate Fellow of the Australian Institute of Management.	<ul style="list-style-type: none"> <li>Member of Education and Certification Sub-committee</li> </ul>
Diego Ascani	Diego is the Head of Workers Compensation at Xchanging Australia. He holds a Bachelor of Commerce, Bachelor of Law and a Master of Business Administration. He is also an Associate of the Insurance Institute of South Africa.	<ul style="list-style-type: none"> <li>Member of Education and Certification Sub-committee</li> </ul>
Geniere Aplin	Geniere is the General Manager, Workers Compensation Insurance for the WorkCover Authority NSW. She holds a Master of Business Administration from the Australian Graduate School of Management, University of NSW and a Bachelor of Laws, Queensland University of Technology.	<ul style="list-style-type: none"> <li>Member of Executive Sub-committee</li> <li>Board member of PIEF RTO Services Limited</li> </ul>

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014

### 10. Information on the Foundation's Directors (continued)

Name	Qualification and Experience	Special Responsibilities
Paul Smeaton	Paul is the Executive General Manager, Statutory Claims, Suncorp. He has a Bachelor's Degree majoring in management and a Directors Course Diploma from the Australian Institute of Company Directors.	<ul style="list-style-type: none"> <li>• None</li> </ul>
Bruce Crossett	Bruce is the Head of Claims at the Transport Accident Commission. He holds a Masters of Business Leadership with distinction from RMIT University.	<ul style="list-style-type: none"> <li>• Member of Executive Sub-committee</li> <li>• Board member of PIEF RTO Services Limited</li> </ul>
Bradley Parker	Bradley is the Assistant Director, WorkCover Tasmania. He holds various tertiary qualifications in engineering, health and safety, and public sector management.	<ul style="list-style-type: none"> <li>• None</li> </ul>
Irene Violet	Irene is the General Manager, Corporate Services, WorkCover Queensland. She holds Bachelor degrees in health science and psychology, and has a Master of Business Administration.	<ul style="list-style-type: none"> <li>• Member of Strategy Execution Sub-committee</li> </ul>
Jennifer Mitchell	Jen is the Head of Workers Compensation, Fee States, CGU. She has a strong background in workers' compensation and financial services and holds a law degree.	<ul style="list-style-type: none"> <li>• None</li> </ul>
Jason Lardelli	Jason is the Acting General Manager, Recovery & Support Group, Comcare. He holds a Bachelor's degree in business economics and a Master's degree in health management.	<ul style="list-style-type: none"> <li>• None</li> </ul>

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014

### 10. Information on the Foundation's Directors (continued)

Name	Qualification and Experience	Special Responsibilities
John McNamara	John is the Executive General Manager - Statutory Workers Compensation, Gallagher Bassett. He has been employed in the insurance industry for over 23 years holding a range of senior management positions within Victoria and South Australia.	<ul style="list-style-type: none"><li>• Board member of PIEF RTO Services Limited</li><li>• Member of Executive sub-committee</li></ul>
Michael Francis	Michael is the General Manager, Scheme Improvement & Regulation, WorkCover Corporation of South Australia. He has an extensive background in workers' compensation, particularly within the Queensland system.	<ul style="list-style-type: none"><li>• None</li></ul>
Mary Hawkins	Mary is the Branch Manager, Market, Innovation, Quality and Pricing for the National Disability Insurance Agency. During her career Mary has occupied senior positions in WorkCover NSW, the Motor Accident Authority of NSW and with CRS, a large national provider of vocational rehabilitation services.	<ul style="list-style-type: none"><li>• None</li></ul>
David Fryar	David is the General Manager, Statutory Business for Employers Mutual Limited. He holds a Bachelor of Economics (Hons) and a Master of Business Administration, and also serves on the boards of non-for-profit organisations within the disability sector in Victoria.	<ul style="list-style-type: none"><li>• None</li></ul>

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014

### 10. Information on the Foundation's Directors (continued)

Name	Qualification and Experience	Special Responsibilities
Helen Silver	Helen is the Chief General Manager Workers' Compensation, Allianz Australia. She has a Bachelor of Economics and a Master of Economics from Monash University, where she is currently a Vice-Chancellor's Professorial Fellow.	<ul style="list-style-type: none"> <li>None</li> </ul>

### 11. Meetings of Directors

The number of meetings of the Foundation's directors held during the financial year, and the numbers of meetings attended by each director are as follows:

Name	Number of Board Meetings Held	Number of Board Meetings Attended
Chris Latham (Chair)	3	3
Jason Hammond	3	3
Denise Cosgrove	3	2
Andrew Fronsco	3	2
Michelle Reynolds	3	-
Andrew Nicholls	3	1
Grant Speight	3	2
Diego Ascani	3	1
Geniere Aplin	3	-
Paul Smeaton	3	1
Bruce Crossett	3	2
Bradley Parker	3	3
Irene Violet	3	3
Jennifer Mitchell	3	3
Jason Lardelli	3	3
John McNamara	3	2
Michael Francis	3	3
Mary Hawkins	1	1
David Fryar	1	1
Helen Silver	1	-
David Krawitz	2	-
Anthony Fleetwood	2	2

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 30 JUNE 2014

### 12. Winding-up of the Foundation

If the Foundation is wound up each Member undertakes to contribute an amount not exceeding \$25,000 to the Foundation for the:

- payment of debts and liabilities of the Foundation and payment of costs, charges and expenses of winding up; and
- adjustment of the rights of the contributories amongst themselves.

As the Foundation had 25 Members as at 30 June 2014, the total amount that they are liable to contribute if the Foundation is wound up is \$625,000.

### 13. Non-audit Services

The Group's auditor, RSM Bird Cameron, have not performed any non-audit services in addition to their audit duties during the financial year.

### 14. Lead Auditor's Independence Declaration

The lead auditor's independence declaration is set out on page 14 and forms part of the directors' report for the financial year ended 30 June 2014.

This report is made with a resolution of the directors:



**Chris Latham**

Chair

Dated at Melbourne this 29<sup>th</sup> day September 2014

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**CONSOLIDATED STATEMENTS OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30 JUNE 2014**

		<b>Group</b>		<b>Company</b>	
	<b>Notes</b>	<b>2014</b>	<b>2013</b>	<b>2014</b>	<b>2013</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Revenue</b>					
Membership revenue		758,300	675,000	758,300	675,000
Conference registrations and sponsorships		130,570	289,678	130,570	289,678
Education and training		529,965	343,560	279,872	343,560
Examination and certification revenue		92,038	56,934	92,038	56,934
Interest income from bank deposits		16,182	22,880	15,525	22,880
		<b>1,527,055</b>	<b>1,388,052</b>	<b>1,276,305</b>	<b>1,388,052</b>
<b>Expenses</b>					
Administrative support services		998,836	1,004,470	998,836	1,004,470
Travel expenses		17,072	53,211	14,544	53,211
Professional services		282,957	266,424	228,418	266,424
Conference expenses		128,580	166,226	128,580	166,226
Other expenses	6	38,199	41,662	32,106	41,662
		<b>1,465,644</b>	<b>1,531,993</b>	<b>1,402,484</b>	<b>1,531,993</b>
<b>Surplus for the year before income tax</b>		<b>61,411</b>	<b>(143,941)</b>	<b>(126,179)</b>	<b>(143,941)</b>
Income tax expense		-	-	-	-
<b>Surplus (deficit) for the year</b>		<b>61,411</b>	<b>(143,941)</b>	<b>(126,179)</b>	<b>(143,941)</b>
Other comprehensive income		-	-	-	-
<b>Total comprehensive income for the year</b>		<b>61,411</b>	<b>(143,941)</b>	<b>(126,179)</b>	<b>(143,941)</b>

The consolidated statements of comprehensive income are to be read in conjunction with the notes to the consolidated financial statements set out on pages 19 to 32.

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**CONSOLIDATED STATEMENTS OF FINANCIAL POSITION  
AS AT 30 JUNE 2014**

		Group		Company	
	Notes	2014 \$	2013 \$	2014 \$	2013 \$
<b>Current Assets</b>					
Cash and cash equivalents	7	714,573	307,263	563,333	307,263
Receivables	8	65,930	159,841	29,918	159,841
Prepayments		49,580	-	38,581	-
Accrued revenue		900	12,203	-	12,203
		<b>830,983</b>	<b>479,307</b>	<b>631,832</b>	<b>479,307</b>
<b>Non-current Assets</b>					
Equipment	9	-	635	-	635
Intangibles	10	-	6,666	-	6,666
		<b>-</b>	<b>7,301</b>	<b>-</b>	<b>7,301</b>
<b>TOTAL ASSETS</b>		<b>830,983</b>	<b>486,608</b>	<b>631,832</b>	<b>486,608</b>
<b>Current Liabilities</b>					
Payables	12	327,786	283,279	337,230	283,279
Unearned revenue		383,206	144,749	362,201	144,749
		<b>710,992</b>	<b>428,028</b>	<b>699,431</b>	<b>428,028</b>
<b>Non-current Liabilities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>		<b>710,992</b>	<b>428,028</b>	<b>699,431</b>	<b>428,028</b>
<b>NET ASSETS</b>		<b>119,991</b>	<b>58,580</b>	<b>(67,599)</b>	<b>58,580</b>
<b>Equity</b>					
Accumulated funds		119,991	58,580	(67,599)	58,580
<b>TOTAL EQUITY</b>		<b>119,991</b>	<b>58,580</b>	<b>(67,599)</b>	<b>58,580</b>

The consolidated statements of financial position are to be read in conjunction with the notes to the consolidated financial statements set out on pages 19 to 32.

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**CONSOLIDATED STATEMENTS OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2014**

	<b>Group</b>		<b>Company</b>	
	<b>2014</b>	<b>2013</b>	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Balance at beginning of the year</b>	<b>58,580</b>	<b>202,521</b>	<b>58,580</b>	<b>202,521</b>
Surplus (deficit) for the year	61,411	(143,941)	(126,179)	(143,941)
Other comprehensive income	-	-	-	-
Total comprehensive income for the year	61,411	(143,941)	(126,179)	(143,941)
<b>Balance at end of the year</b>	<b>119,991</b>	<b>58,580</b>	<b>(67,599)</b>	<b>58,580</b>

The consolidated statements of changes in equity are to be read in conjunction with the notes to the consolidated financial statements set out on pages 19 to 32.



**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**CONSOLIDATED STATEMENTS OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2014**

		Group		Company	
	Notes	2014 \$	2013 \$	2014 \$	2013 \$
<b>Cash flows from operating activities</b>					
Membership fees received		834,130	740,685	834,130	740,685
Sponsorship fees received		74,250	122,760	74,250	122,760
Conference fees received		346,922	200,080	346,922	200,080
Education and training fees received		459,509	411,067	309,229	411,067
Other receipts		267,272	63,000	266,772	63,000
Payments to suppliers		(1,616,880)	(1,650,642)	(1,616,682)	(1,650,642)
Interest received		16,183	22,880	15,525	22,880
Goods and services tax refunded (paid)		24,962	1,600	24,962	1,600
<b>Net cash from (used in) operating activities</b>	<b>7</b>	<b>406,348</b>	<b>(88,570)</b>	<b>255,108</b>	<b>(88,570)</b>
<b>Cash flows from investing activities</b>		-	-	-	-
<b>Cash flows from financing activities</b>		-	-	-	-
<b>Net increase (decrease) in cash and cash equivalents held</b>		<b>406,348</b>	<b>(88,570)</b>	<b>255,108</b>	<b>(88,570)</b>
Cash and cash equivalents at beginning of the year		307,263	394,057	307,263	394,057
Effects of exchange rate changes on cash held in foreign currencies		962	1,776	962	1,776
<b>Cash and cash equivalents at end of the year</b>	<b>7</b>	<b>714,573</b>	<b>307,263</b>	<b>563,333</b>	<b>307,263</b>

The consolidated statements of cash flow are to be read in conjunction with the notes to the financial statements set out on pages 19 to 32.

## PERSONAL INJURY EDUCATION FOUNDATION LIMITED

### NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

#### 1. Reporting Entity

The Personal Injury Education Foundation Limited (the Foundation) was established on 24 January 2006 to develop and implement postgraduate qualifications in personal injury.

The Foundation is a separate legal entity and registered as a public company limited by guarantee. It is domiciled in Australia and its registered office is Ground Floor, 222 Exhibition Street, Melbourne, Victoria 3000.

The Foundation's wholly owned subsidiary, PIEF RTO Services Limited commenced operations on the 29 November 2013.

#### 2. Basis of Preparation

##### (a) Statement of Compliance

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards, which include Interpretations issued by the Australian Accounting Standards Board (AASB). The Group is a not-for-profit entity for the purposes of preparing the financial statements.

The consolidated financial statements were approved by the directors and authorised for issue on 29 September 2014.

##### (b) Application of New and Revised Accounting Standards

The new Standards and Interpretations adopted by the Group in the current period are outlined below:

- AASB 10 *Consolidated Financial Statements* and AASB 2011-7 *Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards*;
- AASB 13 *Fair Value Measurement* and AASB 2011-8 *Amendments to Australian Accounting Standards arising from AASB 13*; and
- AASB 2012-5 *Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle*.

## PERSONAL INJURY EDUCATION FOUNDATION LIMITED

### NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

#### (b) Application of New and Revised Accounting Standards (continued)

The financial impact of these new Standards and Interpretations are outlined below:

- AASB 10 Consolidated Financial Statements was issued in August 2011 and replaces the guidance on control and consolidation in AASB 127 *Consolidated and Separate Financial Statements* and in Interpretation 112 *Consolidation – Special Purpose Entities*.
- AASB 13 establishes a single source of guidance for fair value measurements and disclosures about fair value measurements. The fair value measurement requirements of AASB 13 apply to both financial and non-financial assets and liabilities for which other AASB Standards require or permit fair value measurements and disclosures about fair value measurements.
- AASB 13 has had no impact on the valuation methodologies used in the fair value measurement of the Group's assets and liabilities. However, AASB 13 has impacted the disclosures about these assets' and liabilities' fair value measurements by the Group in Notes 9 and 13.

#### (c) Australian Accounting Standards Issued but not yet Effective

The AASB has issued the following amendments to Australian Accounting Standards, which are applicable to the Group:

AASB	Title	Operative Date
9	Financial Instruments	1 January 2017
2010-7	Amendments to Australian Accounting Standards arising from AASB 9 (as amended)	1 January 2017

Whilst the preliminary assessment has not identified any material impact arising from AASB 9, it will continue to be monitored and assessed. These amendments are not effective for the annual reporting period ended 30 June 2014 and have not been applied in preparing the consolidated financial statements. The Group will apply these standards for the annual reporting periods beginning on or after the operative dates set out above.

#### (d) Basis of Measurement

The consolidated financial statements have been prepared on the historical cost basis except for equipment and financial instruments which are measured at fair value.

## **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

### **NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014**

#### **(e) Basis of Consolidation**

The consolidated financial statements incorporate the assets and liabilities of the subsidiary of the Foundation ('Company') as at 30 June 2014 and the results of its subsidiary for the year then ended. The Company and its subsidiary together are referred to in this financial report as the Group.

A subsidiary is an entity over which the Group has control. The Group controls an entity when the Group is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. A subsidiary is fully consolidated from the date on which control is transferred to the Group. It is deconsolidated from the date that control ceases.

Inter-company transactions, balances and unrealised gains on transactions between the Company and the subsidiary are eliminated. Unrealised losses are also eliminated unless the transaction provides evidence of an impairment of the transferred asset.

#### **(f) Use of Estimates and Judgments**

The preparation of the consolidated financial statements requires management to make judgments, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

### **3. Significant Accounting Policies**

The accounting policies set out below have been applied by the Group in the preparation and presentation of its consolidated financial statements. The financial statements are for the consolidated entity comprising of the Foundation and its subsidiary.

#### **(a) Revenue**

Revenue is measured at the fair value of the consideration received or receivable. The Group recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the Group and specific criteria have been met for each of the Group's activities as described below. All revenue is stated net of the amount of applicable goods and services tax (GST).

## PERSONAL INJURY EDUCATION FOUNDATION LIMITED

### NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

#### **(a) Revenue (continued)**

When the Group considers that the criteria for revenue recognition are not met for a transaction, revenue recognition is delayed until such time as collectability is reasonably assured. Payments received in advance of revenue recognition are recorded as income in advance liabilities.

##### *Membership revenue*

Members are required to pay annual membership fees, covering the period from 1 July to 30 June of each financial year. Revenue from membership fees is recognised over the annual membership period, membership fees relating to periods subsequent to reporting date are included in liabilities as unearned revenue.

##### *Conference registrations and sponsorships*

Conference registration revenue is recognised when the related event has taken place. Sponsorship revenue is recognised when the monies are received and the conditions imposed over their use, if any, have been met. Funds received in advance of such conditions being met are deferred and recognised as revenue when the conditions are met.

##### *Education and training*

Education and training revenues are recognised upon commencement of the related programs.

##### *Finance Income*

Finance income comprises interest income on funds invested. Interest income is recognised on an accrual basis using the effective interest method.

#### **(b) Administrative Support Services**

All administrative support services for the Group are provided by the Victorian WorkCover Authority. An administrative support service fee is charged by the Victorian WorkCover Authority to the Group on a quarterly basis as recompense for the services performed.

#### **(c) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand and deposits at call with banks.

## **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

### **NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014**

#### **(d) Receivables**

Receivables are initially recognised at fair value and subsequently measured less any provision for impairment. Receivables are generally due for settlement within 30 days. They are presented as current assets unless collection is not expected for more than 12 months after the reporting date.

Collectability of receivables is reviewed on an ongoing basis. Debts which are known to be uncollectible are written off. A provision for impairment is raised when some doubt as to collection exists. The amount of the impairment loss is recognised as an expense within other expenses. When a receivable for which an impairment allowance had been recognised becomes uncollectible in a subsequent period, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against other expenses in the statement of comprehensive income.

#### **(e) Equipment**

Equipment is measured initially at historical cost and subsequently at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is provided on a straight-line basis to allocate their cost over their estimated useful lives to the Group. The useful life of the Group's equipment is 3 years (2013: 3 years). The estimated useful lives and depreciation methods are reviewed at the end of each annual reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount as per Note 3(g).

Gains and losses on disposals are determined by comparing proceeds from sale with the carrying amount. These are included in the statement of comprehensive income as gain / (loss) on sale.

#### **(f) Intangible Assets**

Costs incurred in developing systems and costs incurred in acquiring software and licenses that will contribute to future period financial benefits through revenue generation and / or cost reduction are treated as intangible assets. Costs capitalised include external direct costs of materials and services.

IT development costs include only those costs directly attributable to the development phase and are only recognised where the Group has an intention and ability to use the asset.

## **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

### **NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014**

#### **(f) Intangible Assets (continued)**

Amortisation is allocated to intangible assets with finite useful lives on a systematic basis over the asset's useful life. The amortisation period and the amortisation method for intangible assets with a finite useful life are reviewed at least at each year end. In addition an assessment is made at each reporting date to determine whether there are indicators that the intangible assets concerned are impaired. If so, the assets concerned are tested as to whether their carrying value exceeds their recoverable amount as per Note 3(g).

The useful life of the Group's intangible assets is 3 years (2013: 3 years).

#### **(g) Impairment**

A financial asset is assessed at each reporting date to determine whether there is any objective evidence that it is impaired. A financial asset is considered to be impaired if objective evidence indicates that one or more events have had a negative effect on the estimated future cash flows of that asset.

An impairment loss in respect of a financial asset measured at amortised cost is calculated as the difference between its carrying amount, and the present value of the estimated future cash flows discounted at the original effective interest rate.

Individually significant financial assets are tested for impairment. The remaining financial assets are assessed collectively in groups that share similar credit risk characteristics.

All impairment losses are recognised in the statement of comprehensive income. An impairment loss is reversed if the reversal can be related objectively to an event occurring after the impairment loss was recognised.

#### **(h) Payables**

Payables represent the liability outstanding at the end of the financial year for goods and services received by the Group which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

## PERSONAL INJURY EDUCATION FOUNDATION LIMITED

### NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

#### **(i) Goods and Services Tax**

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the taxation authority. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to, the Australian Tax Office (ATO) is included as a current asset or liability in the balance sheet.

Cash flows are included in the cash flow statement on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

#### **(j) Capital Management**

The objective of the Group is to safeguard their ability to continue as a going concern, so that they can continue to provide benefits to the community.

#### **(k) Taxation**

The Foundation and its wholly-owned subsidiary are exempt entities under Division 50 of the *Income Tax Assessment Act 1997*.

#### **(l) Foreign Currencies**

The financial statements of the Group are presented Australian dollars, which is the currency of the primary economic environment in which the entity operates (functional currency).

All foreign currency transactions are brought to account using the exchange rate in effect at the date of the transaction, or a rate that approximates the actual rate at the date of the transaction. Foreign monetary items existing at the end of the reporting period are translated at the closing rate at the date of the end of the reporting period. Exchange differences on monetary items are recognised in the comprehensive income statement in the period in which they arise.

#### **(m) Commitments**

Commitments include those operating, capital and other outsourcing commitments arising from non-cancellable contractual sources and are disclosed at their nominal value, inclusive of GST.



## **PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

### **NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014**

#### **(n) Contingent Assets and Liabilities**

Contingent assets and liabilities are not recognised in the balance sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value, inclusive of GST.

#### **(o) Events after Reporting Date**

Assets, liabilities, income or expenses arise from past transactions or other past events. Where the transactions result from an agreement between the Group and other parties, the transactions are only recognised when the agreement is irrevocable at or before the reporting date. Adjustments are made to amounts recognised in the consolidated financial statements for events which occur after the reporting date and before the date the statements are authorised for issue, where those events provide information about conditions which existed at the reporting date. Note disclosure is made about events between the reporting date and the date the statements are authorised for issue where the events relate to conditions which arose after the reporting date and which may have a material impact on the results of subsequent periods.

## **4. Financial Risk Management**

The Group has exposure to credit, liquidity and market risks arising from the use of financial instruments, and this note provides information about the Group's exposure to each of the above risks, their objectives, and policies and processes for measuring and managing these risks. Further quantitative disclosures are included throughout these consolidated financial statements.

The Board has overall responsibility for the establishment and oversight of the risk management framework.

#### **(a) Credit Risk**

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the Group, and arises principally from the Group's receivables.

Management has a credit policy in place and the exposure to credit risk is monitored on an ongoing basis.

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2014**

**(b) Liquidity Risk**

Liquidity risk arises from the Group being unable to meet its financial obligations as they fall due.

The Group manages liquidity risk by maintaining adequate cash balances by continuously monitoring forecast and actual cash flows and matching the maturity profiles of the financial assets and liabilities.

**(c) Market Risk**

Market risk is the risk that changes in market prices such as interest rates will affect the Group's income or the value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return.

*Interest rate risk*

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Group is exposed to interest rate risk through its holding of cash and cash equivalents.

The Group manages interest rate risk by ensuring cash balances are not excessive to its operating requirements.

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2014**

**5 Remuneration of Auditors**

	<b>Group</b>		<b>Company</b>	
	<b>2014</b>	<b>2013</b>	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Audit of the Group's annual financial report by RSM Bird Cameron Partners	19,350	15,000	19,350	15,000

**6 Other Expenses**

General insurance	4,091	3,991	4,091	3,991
Meeting expenses	2,695	740	935	740
Printing	13,267	20,170	9,269	20,170
Depreciation on equipment	635	1,271	635	1,271
Amortisation on intangibles	6,666	6,667	6,666	6,667
Provision for impairment on receivables	1,250	-	1,250	-
Other expenses	9,595	8,823	9,260	8,823
	<b>38,199</b>	<b>41,662</b>	<b>32,106</b>	<b>41,662</b>

**7 Cash and Cash Equivalents**

Bank deposits held at call	<b>714,573</b>	<b>307,263</b>	<b>563,333</b>	<b>307,263</b>
----------------------------	----------------	----------------	----------------	----------------

**Reconciliation of net result to net cash from operating activities**

Surplus (deficit) for the year	61,411	(143,941)	(126,179)	(143,941)
Depreciation on equipment	635	1,271	635	1,271
Amortisation on intangibles	6,666	6,667	6,666	6,667
Provision for impairment on receivables	1,250	-	1,250	-
Net foreign exchange loss (gain)	(962)	(1,776)	(962)	(1,776)

**Movements in assets and liabilities:**

Decrease (Increase) in receivables	92,661	(108,244)	128,673	(108,244)
(Increase) in prepayments	(49,580)	-	(38,581)	-
Decrease (increase) in accrued revenue	11,303	(12,203)	12,203	(12,203)
Increase in payables	44,507	24,907	53,951	24,907
Increase in unearned revenue	238,457	144,749	217,452	144,749
Total adjustments	344,937	55,371	381,287	55,371
<b>Net cash from (used in) operating activities</b>	<b>406,348</b>	<b>(88,570)</b>	<b>255,108</b>	<b>(88,570)</b>

**8 Receivables**

Membership, sponsorship and education program fees receivable	67,180	133,203	31,168	133,203
Provision for impairment	(1,250)	-	(1,250)	-
	<b>65,930</b>	<b>133,203</b>	<b>29,918</b>	<b>133,203</b>
GST receivable	-	26,638	-	26,638
	<b>65,930</b>	<b>159,841</b>	<b>29,918</b>	<b>159,841</b>

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

### 8 Receivables (continued)

	Group		Company	
	2014	2013	2014	2013
	\$	\$	\$	\$
<b>(a) Movements in provision for impairment:</b>				
Balance at beginning of the year	-	-	-	-
Increase in provision	1,250	-	1,250	-
<b>Balance at end of the year</b>	<b>1,250</b>	<b>-</b>	<b>1,250</b>	<b>-</b>

### (b) Past due but not impaired

Included within the Group's receivables at the reporting date are \$23,890 (2013: \$1,530) of past due receivables. These relate to a number of independent members for whom there is no recent history of default. The ageing analysis of these receivables are as follows:

Up to 3 months	23,890	1,530	4,290	1,530
3 to 6 months	-	-	-	-
	<b>23,890</b>	<b>1,530</b>	<b>4,290</b>	<b>1,530</b>

### (c) Fair value

Due to the short-term nature of these receivables, their carrying amount is assumed to approximate their fair value.

### (d) Risk exposure

The maximum exposure to credit risk at the end of the reporting period is the carrying amount of each class of receivable mentioned above. Refer to Note 4 for more information on the risk management policy of the Group.

### 9 Equipment

#### Gross carrying amounts and accumulated depreciation

Computer equipment	3,812	3812	3,812	3812
Accumulated depreciation	(3,812)	(3,177)	(3,812)	(3,177)
<b>Balance at end of the year</b>	<b>-</b>	<b>635</b>	<b>-</b>	<b>635</b>

#### Movements in carrying amounts

Balance at beginning of the year	635	1,906	635	1,906
Depreciation	(635)	(1,271)	(635)	(1,271)
<b>Balance at end of the year</b>	<b>-</b>	<b>635</b>	<b>-</b>	<b>635</b>

### 10 Intangibles

#### Gross carrying amounts and accumulated amortisation

##### Computer software

At cost	20,000	20,000	20,000	20,000
Accumulated amortisation	(20,000)	(13,334)	(20,000)	(13,334)
<b>Balance at end of the year</b>	<b>-</b>	<b>6,666</b>	<b>-</b>	<b>6,666</b>

#### Movements in carrying amounts

Balance at beginning of the year	6,666	13,333	6,666	13,333
Addition	-	-	-	-
Amortisation	(6,666)	(6,667)	(6,666)	(6,667)
<b>Balance at end of the year</b>	<b>-</b>	<b>6,666</b>	<b>-</b>	<b>6,666</b>

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

### 11 Subsidiary

Details of the Group's subsidiary at the end of the reporting period are as follows.

Name of Subsidiary	Principal Activity	Ownership Interest Held by the Group		Place of Incorporation and Operation
		2014	2013	
PIEF RTO Services Ltd	Registered Training Organisation (RTO) in the development and delivery of vocational trainings in personal injury management	100%	-	Australia

PIEF RTO Services Ltd is a company limited by guarantee.

The Foundation and PIEF RTO Services Ltd are parties to a deed of cross guarantee under which each company guarantees the debts of the others. By entering into the deed, the wholly-owned entity has been relieved from the requirement to prepare a financial report and directors' report under Class Order 98/1418 (as amended) issued by the Australian Securities and Investments Commission.

### 12 Payables

	Group		Company	
	2014	2013	2014	2013
	\$	\$	\$	\$
Victorian WorkCover Authority - Administrative support services payable	244,851	213,698	244,851	213,698
Other creditors and accruals for supplies and services	77,321	69,581	87,840	69,581
	<b>322,172</b>	<b>283,279</b>	<b>332,691</b>	<b>283,279</b>
GST payable	5,614	-	4,539	-
	<b>327,786</b>	<b>283,279</b>	<b>337,230</b>	<b>283,279</b>

#### (a) Fair value

Due to the short-term nature of these payables, their carrying amount is assumed to approximate their fair value.

### 13 Financial Instruments

Exposure to credit, liquidity and interest rate risks arises in the normal course of the Group's business.

#### (a) Credit Risk

The Group's maximum exposure to credit risk at reporting date in relation to each class of financial assets is the carrying amount of those assets as reported on the balance sheet.

\$25,140 of the Group's receivables at 30 June 2014 were past due (2013: \$1,530). The Group has provided for \$1,250 of these debts (2013: \$nil).

#### (b) Liquidity Risk

The Group's contractual payables are due within 3 months (2013: 3 months).

#### (c) Interest Rate Risk

The interest rate profile of the Foundation's interest-bearing financial instrument at reporting date is summarised below.

#### Variable rate instruments

Bank deposits	714,573	307,263	563,333	307,263
---------------	---------	---------	---------	---------

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2014**

**14 Commitments**

	<b>Group</b>		<b>Company</b>	
	<b>2014</b>	<b>2013</b>	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Amounts payable under non-cancellable other operational contractual agreements:				
Due within one year	109,125	36,375	109,125	36,375
Due later than one year and less than five years	-	109,125	-	109,125
	<b>109,125</b>	<b>145,500</b>	<b>109,125</b>	<b>145,500</b>

Operational contractual agreements relate to venue hire for future events.

**15 Contingent Assets and Contingent Liabilities**

The Group has no contingent assets or contingent liabilities at the reporting date (2013: \$nil).

**16 Related Party Disclosures**

**(a) Transactions with Director-related Entities**

The Directors of the Foundation are detailed in the Directors' Report.

The aggregate amounts recognised during the financial year relating to transactions with director-related entities were as follows:

<b>Director (s)</b>	<b>Director-related entity</b>	<b>Type of transaction</b>	<b>Group</b>	
			<b>2014</b>	<b>2013</b>
			<b>\$</b>	<b>\$</b>
Chris Latham	PwC Australia	Conference sponsorship revenue	-	30,000
Jason Lardelli	Comcare	Conference sponsorship revenue	7,500	496
Grant Speight	Insurance Commission of Western Australia	Conference sponsorship revenue	-	1,500
Andrew Nicholls	NSW Motor Accidents Authority	Conference sponsorship revenue	-	1,500
Andrew Fronsco	Territory Insurance Office	Conference sponsorship revenue	-	1,500
Bruce Cossett	Transport Accident Commission	Conference sponsorship revenue	10,000	1,500
Geniere Aplin	WorkCover Authority NSW	Conference sponsorship revenue	-	2,181
Sharon Stratford & Irene Violet	WorkCover Queensland	Conference sponsorship revenue	-	2,658
Michael Francis	WorkCover Corporation of South Australia	Conference sponsorship revenue	10,000	463
Michelle Reynolds	WorkCover WA	Conference sponsorship revenue	-	562
Denise Cosgrove	Victorian WorkCover Authority	Conference sponsorship revenue	25,000	1,619
Anthony Fleetwood & David Fryar	Employers Mutual Limited	Conference sponsorship revenue	15,000	-

**PERSONAL INJURY EDUCATION FOUNDATION LIMITED**

**NOTES TO AND FORMING PART OF THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2014**

**(a) Transactions with Director-related Entities (continued)**

Director (s)	Director-related entity	Type of transaction	Group	
			2014	2013
			\$	\$
Paul Smeaton	Suncorp	Conference sponsorship revenue	7,500	-
Michael Francis	WorkCover Corporation of South Australia	Award sponsorship expenditure	-	(2,500)
Denise Cosgrove	Victorian WorkCover Authority	Administrative support services expenditure	(998,836)	(1,004,470)

In addition, all members of the Foundation pay a standard membership fee which is set annually by the Foundation. The membership fees for the year were \$38,000 for executive members (2013: \$36,900), \$11,300 for Group A non-executive members (2013: \$11,000), \$5,700 for Group B non-executive members (2013: \$5,000) and \$1,150 for Group C non-executive members (2013: \$1,100).

Members are entitled to participate in conferences, seminars and other educational courses of the group at discounted prices. During the year, director-related entity members participated in educational events of the Group. In addition employees of the group attended various fee based educational events provided by director-related entities.

Transactions with director-related entities are made on normal commercial terms and conditions and equivalent to those that prevails in an arm's length transaction.

Assets and liabilities arising from the transactions with director-related entities at report date were as follows:

Assets (liabilities)	Director-related entity	Type of transaction	Group	
			2014	2013
				\$
Payables	Victorian WorkCover Authority	Administrative support services expenditure	(244,851)	(213,698)

**(b) Transactions with Key Management Personnel**

Directorships of the Group are honorary positions. No salaries, compensation or other benefits were paid or are payable to the directors in their capacity as Board members and to other key management personnel.

# PERSONAL INJURY EDUCATION FOUNDATION LIMITED

## DIRECTORS' DECLARATION FOR THE YEAR ENDED 30 JUNE 2014

In the opinion of the directors of the Personal Injury Education Foundation Limited (the Foundation):

- (a) the consolidated financial statements and notes set out on pages 15 to 32, are in accordance with the *Australian Charities and Not-for-profits Commission Act 2012*, including:
  - (i) giving a true and fair view of the Foundation's financial position as at 30 June 2014 and of its performance, for the financial year ended on that date; and
  - (ii) complying with Australian Accounting Standards and other mandatory professional reporting requirements;
- (b) there are reasonable grounds to believe that the Foundation will be able to pay its debts as and when they become due and payable.

At the date of this declaration, the Foundation is within the class of companies affected by ASIC Class Order 98/1418. The nature of the deed of cross guarantee is such that each company which is party to the deed guarantees to each creditor payment in full of any debt in accordance with the deed.

In the opinion of the directors, there are reasonable grounds to believe that the Foundation and its subsidiary to which the ASIC Class Order applies, as detailed in Note 11 to the financial statements will, as a group, be able to meet any obligations or liabilities to which they are, or may become, subject by virtue of the deed of cross guarantee.

Signed in accordance with a resolution of the directors:



**Chris Latham**

Chairman

Dated at Melbourne this 29<sup>th</sup> day of September 2014