THE CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

COUNCIL MEMBERS & INSTITUTE INFORMATION

President Mr. Tim Daly (FCILT)

Vice President Mr. Brendan Keating (FCILT) Appointed 01.10.2019

Secretary to Council Mr. Patrick Casey (FCILT)

International Vice President Mr. Finbarr Cleary (FCILT)

Immediate Past President Mr. Paddy Doherty (FCILT)

Financial Officer Mr. Richard O'Farrell (FCILT)

Education and Training Officer Mr. Gerard Deegan (FCILT) Resigned 25.02.2019

Education and Training Officer Mr. Pat Mangan (FCILT) Appointed 25.02.2019 / Resigned 21.10.19

Education and Training Officer Mr. Tim Hayes (FCILT) Appointed 21.10.2019

Chairman of Eastern Section Committee Mr. Richard Butler (CMILT)

Eastern Section Vice Chair Mr. Bassey Duke (MILT)

Chairperson of the Southern Section Mr. Ray Crowley (CMILT)
Committee

Ordinary Member Mr. Donal Keating (CMILT)

Ordinary Member Mr. Mark Delaney (CMILT)

Ordinary Member Ms. Janet Kavanagh (CMILT) Resigned 01.10.2019

Ordinary Member Mr. Aidan Flynn (CMILT) Resigned 01.10.2019

Ordinary Member Mr. John Henry (FCILT)

Ordinary Member Mr. Gerard Boylan (CMILT)

Ordinary Member Mr. Eoin Plant-O'Toole (CMILT)

Ordinary Member Mr. Michael Dolan (CMILT) Appointed 01.10.2019

Ordinary Member Mr. Albie Burke (CMILT) Appointed 01.10.2019

Ordinary Member Mr. Jon Goodaker (CMILT) Appointed 01.10.2019

COUNCIL MEMBERS & INSTITUTE INFORMATION

CHY number 6502

Charity registration number 20012106

Registered office 1 Fitzwilliam Place

Dublin 2

Auditors Browne Murphy & Hughes

Chartered & Certified Accountants

& Registered Auditors, 28 Upper Fitzwilliam Street,

Dublin 2.

Bankers

Permanent TSB

56-59 St. Stephens Green

Dublin 2

A.I.B.

Lower Baggot Street

Dublin 2.

KBC

KBC Bank Ireland plc Sandwith Street

Dublin 2

Bank of Ireland

39 St. Stephens Green East

Dublin 2

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INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF THE CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT

Opinion

We have audited the financial statements of The Chartered Institute of Logistics & Transport (the "Institute") for the year ended 31 December 2019, which comprise the income statement, the statement of comprehensive income, the statement of financial position, the statement of changes in equity, the statement of cash flows and the related notes. The relevant financial reporting framework that has been applied in their preparation is the FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

In our opinion the financial statements:

- give a true and fair view of the state of the Institute's affairs as at 31 December 2019 and of its surplus for the year then ended;
- have been properly prepared in accordance with FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Institute in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (Ireland) require us to report to you where:

- the Council's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Council have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Institute's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue

Other information

The Council are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT

Opinions on other matters

Based solely on the work undertaken in the course of the audit, we report that in our opinion:

- the information given in the Council's Report is consistent with the financial statements; and
- the Council's Report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the Institute were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

Matters on which we are required to report by exception

Based on the knowledge and understanding of the Institute and its environment obtained in the course of the audit, we have not identified any material misstatements in the Council's report.

Responsibilities of Council for the financial statements

The Council are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Council are responsible for assessing the Institute'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 Council either intend to liquidate the Institute or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are 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 ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the IAASA's website at: http://www.iaasa.ie/Publications/Auditing-standards/International-Standards-on-Auditing-for-use-in-Ire/International-Standards-on-Auditing-(Ireland)/ISA-700-(Ireland). This description forms part of our auditor's report.

This report is made solely to the Institute's members, as a body, in accordance with the Charities Act 2009. Our audit work has been undertaken so that we might state to the Institute's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Institute and the Institute's members as a body, for our audit work, for this report, or for the opinions we have formed.

for and on behalf of Browne Murphy & Hughes

3/7/20

Chartered & Certified Accountants & Statutory Auditors, 28 Upper Fitzwilliam Street, Dublin 2.

Jón Bvrne

INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2019

		2019	2018
	Notes	€	€
Training & Education		2,815,928	816,749
Membership		34,417	38,658
Other Income		11,547	25,028
Total income	3	2,861,892	880,435
Payroll Costs & Direct Outlays		(2,586,761)	(742,212)
Premises		(37,865)	28,252
CILT Events		(31,791)	(43,376)
Administration		(74,009)	(68,285)
Depreciation & Amortisation		(39,682)	(32,962)
Computer & Technology		(16,888)	(20,776)
Impairment Loss on revaluation of assets		(43,722)	-
Total expenditure		(2,830,718)	(879,359)
Operating surplus	4	31,174	1,076

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2019

		201	9	201 8	
	Notes	€	€	€	€
Fixed assets					
Intangible assets	8		29,370		23,945
Tangible assets	9		8,026		52,688
			37,396		76,633
Current assets					
Stocks	11	5,280		4,096	
Debtors	12	158,294		180,597	
Cash at bank and in hand		1,289,669		498,550	
		1,453,243		683,243	
Creditors: amounts falling due within one year	n 13	(1,018,718)	_	(319,129)	
Net current assets			434,525		_ 364,114
Total assets less current liabilities			471,921		440,747
Capital and reserves					
Income & Expenditure Account			471,921		440,747
Total Funds			471,921		440,747

Richard O'Farrell

Financial Officer

Γim Daly

President

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 DECEMBER 2019

	Total funds €
Balance at 1 January 2018	439,671
Period ended 31 December 2018: Surplus for the year	1,076
Balance at 31 December 2018	440,747
Period ended 31 December 2019: Surplus for the year	31,174
Balance at 31 December 2019	471,921
	Manage and the second s

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2019

		20 °	19	2018	3
	Notes	€	€	€	€
Cash flows from operating activities					
Cash generated from operations	17		791,564		14,766
Investing activities					
Purchase of intangible assets		(38,763)		(9,995)	
Purchase of tangible fixed assets		(5,404)		(5,100)	
Impairment of tangible fixed assets		43,722		-	
Net cash used in investing activities			(445)		(15,095)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and ca equivalents	ash		791,119		(329)
Cash and cash equivalents at beginning	of year		498,550		498,879
Cash and cash equivalents at end of y	ear		1,289,669		498,550

Reason for significant increase in cash flow

€699,589 was generated by an increase in creditors. This primarily represents monies due on behalf of Skillnet & Clear Customs. This money was paid early in 2020 and the cash balances significantly reduced as a consequence.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

Organisation information

The Chartered Institute of Logistics & Transport is a registered charity in Ireland. Its CHY number is CHY 6502. The registered office is 1 Fitzwilliam Place, Dublin 2.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102 as adapted by Section 1A") and the requirements of Irish law.

The financial statements are prepared in euros, which is the functional currency of the Institute. Monetary amounts in these financial statements are rounded to the nearest €.

The financial statements have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Council members have a reasonable expectation that the Institute has adequate resources to continue in operational existence for the foreseeable future. Thus the Council members continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Turnover

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the Institute cannot reclaim it.

1.4 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Website

33% Straight Line

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Building improvements

16.67% Straight Line

Computer equipment

20% Straight Line

Computer equipment

33% Straight Line

The Council changed it's depreciation policy in 2019 and going forward all computer equipment will be depreciated at 33%.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.6 Impairment of fixed assets

At each reporting end date, the Council reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the Council estimates the recoverable amount of the cash-generating unit to which the asset belongs.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in income and expenditure, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

1.7 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition.

At each reporting date, an assessment is made for impairment. Any excess of the carrying amount of stocks over its estimated selling price less costs to complete and sell is recognised as an impairment loss in income and expenditure. Reversals of impairment losses are also recognised in income and expenditure.

1.8 Cash and cash equivalents

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

1.9 Financial instruments

The Council has elected to apply the provisions of Section 11 'Basic Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Institute's statement of financial position when the Institute becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including trade and other payables, that are classified as debt, are initially recognised at transaction price. Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.10 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Institute is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

The Institute operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the income and expenditure account in the year they are payable.

1.12 Foreign exchange

Transactions in currencies other than euros are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation are included in the income statement for the period.

1.13 Revenue recognition

Income represents revenue from a wide variety of sources, mainly in the form of subscriptions, course fees and examination fees. With the exception of subscription income which is recognised in the year it is received, all income is recognised on an accrual basis.

2 Judgements and key sources of estimation uncertainty

In the application of the Institute's accounting policies, the Council are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods. The following estimates have been included in these financial statements:

a) Establishing useful economic lives for depreciation of tangible fixed assets.

The Institute's accounting policies for depreciation are set out in policies 1.4. The annual depreciation charge depends primarily on the estimated useful economic lives of each type of asset and estimates of residual values. The Council regularly review these asset's useful lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned

b) Provision for doubtful debts.

The Council makes an estimate of the recoverable value of trade and other debtors. The Council uses estimates based on historical experiences in determining the level of debts, which the Council believes, will not be collected. These estimates include such factors as the current credit rating of the debtor, the ageing profile of debtors and historical experience. Any significant fluctuations in the level of customers that default on payments would result in an increase/decrease in the level of bad debt provision and this, in turn, would have an impact on the operating results. The level of provision required is reviewed on an on-going basis.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

3	Turnover and other revenue		
	An analysis of the Institute's turnover is as follows:	2040	0040
		2019 €	2018 €
	Ireland	2,861,892	880,435
		2,861,892	880,435
4	Operating surplus		
	Operating surplus for the year is stated after charging:	2019 €	2018 €
	Exchange losses	_	549
	Depreciation of tangible fixed assets	6,345	12,924
	Amortisation of intangible assets	33,338	20,038
5	Employees		
5	Employees The average monthly number of persons employed by the Institute during the y	vear was:	
5		vear was: 2019	2018
5			2018 Number
5		2019	
5	The average monthly number of persons employed by the Institute during the y	2019 Number	Number
5		2019 Number 9	Number 10
5	The average monthly number of persons employed by the Institute during the y	2019 Number	Number
5	The average monthly number of persons employed by the Institute during the y	2019 Number 9 ———————————————————————————————————	Number 10 ———————————————————————————————————
5	The average monthly number of persons employed by the Institute during the y Their aggregate remuneration comprised: Wages and salaries Social security costs	2019 Number 9 2019 € 335,577 34,805	Number 10 2018 € 350,754 34,001
5	The average monthly number of persons employed by the Institute during the y Their aggregate remuneration comprised: Wages and salaries Social security costs Pension costs	2019 Number 9 2019 € 335,577 34,805 8,089	Number 10 2018 € 350,754 34,001 9,379
5	The average monthly number of persons employed by the Institute during the y Their aggregate remuneration comprised: Wages and salaries Social security costs	2019 Number 9 2019 € 335,577 34,805	Number 10 2018 € 350,754 34,001

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

6	Retirement benefit schemes	2019	2018
	Defined contribution schemes	€	€
	Charge to profit or loss in respect of defined contribution schemes	8,089	9,379
			

The Institute operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Institute in an independently administered fund.

7 Key Management Personnel

At 31 December 2019

Carrying amount

Remuneration of key management personnel

The remuneration of key management personnel, which comprises of one employee during the year (2018: 1), is as follows.

2040

2040

70,117

		2019 €	2018 €
	Aggregate compensation	78,550	78,460
8	Intangible fixed assets		
			Website €
	Cost		£
	At 1 January 2019		60,724
	Additions		38,763
	At 31 December 2019		99,487
	Amortisation and impairment		
	At 1 January 2019		36,779
	Amortisation charged for the year		33,338

At 31 December 2019	29,370
At 31 December 2018	23,945

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

9	Tangible fixed assets			
		Building improvements	Computer equipment	Total
		€	€	€
	Cost	-	_	•
	At 1 January 2019	63,217	10,794	74,011
	Additions	-	5,404	5,404
	Impairment	(63,217)	(4,871)	(68,088)
	At 31 December 2019	-	11,327	11,327
	Depreciation and impairment			
	At 1 January 2019	21,077	246	21,323
	Depreciation charged in the year	-	6,345	6,345
	Impairment	(21,077)	(3,290)	(24,367)
	At 31 December 2019	-	3,301	3,301
	Carrying amount			
	At 31 December 2019	-	8,026	8,026
	At 31 December 2018	42,140	10,548	52,688
10	Financial instruments			
			2019	2018
	Carrying amount of financial assets		€	€
	Debt instruments measured at amortised cost	1	,346,847	583,683
		==		
	Carrying amount of financial liabilities			
	Measured at amortised cost	=	725,972	84,515 ————
11	Stocks			
			2019	2018
			€	€
	Stock of Manuals		5,280	4,096

The replacement cost of stock is not materially different to the balance sheet value.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

12	Debtors		
	Amounts falling due within one year:	2019 €	2018 €
	The same same game within one years	Ç	
	Trade debtors	57,178	85,133
	Prepayments	101,116	95,464
		158,294	180,597
13	Creditors: amounts falling due within one year		
		2019	2018
		€	€
	Trade creditors	725,972	84,515
	Other taxation and social security	11,647	8,935
	Accruals and deferred income	281,099	225,679
		4.040.740	0.40, 400
		1,018,718	319,129

14 Lease obligations

The Institute signed a new lease agreement in 2019 with a term of 9 year's and 6 months. This lease was backdated to the 1st July 2014. The annual rent is €26,550 and the outstanding obligations under the lease as at 31st December 2019 are €106,200.

15 Controlling party

Ultimate control for the Institute rests with the Council members.

16 Provision of non-audit services

Along with providing an audit service Browne Murphy & Hughes also provide non audit services, with the assistance of the presentation of the financial statements.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

17	Cash generated from operations		
••	generates mem eperations	2019	2018
		€	€
	Surplus for the year	31,174	1,076
	Adjustments for:		
	Amortisation and impairment of intangible assets	33,338	20,038
	Depreciation and impairment of tangible fixed assets	2,967	12,924
	Movements in working capital:		
	(Increase) in stocks	(1,184)	(4,096)
	Decrease/(increase) in debtors	22,303	(82,613)
	Increase in creditors	699,589	67,437
	Cash generated from operations	788,187	14,766
		and the second	
	Difference	3,377	-
	Per cash flow statement page	791,564	14,766

18 Approval of financial statements

The Council members approved the financial statements on the ...3.1.2.0