



**RAAF  
WELFARE  
TRUST FUND**

**ROYAL AUSTRALIAN AIR FORCE  
WELFARE TRUST FUND**

**ANNUAL REPORT**

**2023-24**

**TRUSTEES**

**ROYAL AUSTRALIAN AIR FORCE WELFARE TRUST FUND**

Principal Air Chaplain **J. COX** (Chair of Trustees)

\*

Air Commodore **G. PINDER** (Deputy Chair)

\*

Group Captain **A. BROADHEAD**

\*

Squadron Leader **B. DUANE**

\*

Squadron Leader **A. ERMAN**

\*

Flight Lieutenant **P. NOBLE**

\*

Warrant Officer – Air Force **R. SWANWICK**

\*

Warrant Officer **R. SCOTT**

Secretary to the Trustees: **H. STEWART**  
Assistant Secretary to the Trustees: **R. WALKER**

**The Hon Matt Keogh, MP**

Minister for Veterans' Affairs, and  
Minister for Defence Personnel  
Parliament House  
Canberra, ACT 2600

Dear Minister

This report of operations by the Trustees of the Royal Australian Air Force Welfare Trust Fund (RWTF) is for the year ended 30 June 2024. The report is to meet the requirements of section 46 of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) and as such includes both annual performance statements and annual financial statements.

Yours sincerely

A handwritten signature in black ink, appearing to be 'J. Cox', written diagonally.

J. Cox  
Principal Air Chaplain  
Chair of Trustees  
Royal Australian Air Force Welfare Trust Fund

1 August 2024

### LIST OF REQUIREMENTS

PGPA Rule Reference	Part of Report	Description
17BE	<b>Contents of annual report</b>	
17BE(a)	Introduction	Details of the legislation establishing the body
17BE(b)(i)	Introduction	A summary of the objects and functions of the entity as set out in legislation
17BE(b)(ii)	Introduction	The purposes of the entity as included in the entity's corporate plan for the reporting period
17BE(c)	Organisational Structure and Compliance	The names of the persons holding the position of responsible Minister or responsible Ministers during the reporting period, and the titles of those responsible Ministers
17BE(d)	Organisational Structure and Compliance	Directions given to the entity by the Minister under an Act or instrument during the reporting period
17BE(e)	Organisational Structure and Compliance	Any government policy order that applied in relation to the entity during the reporting period under section 22 of the Act
17BE(g)	Annual Performance Statements	Annual performance statements in accordance with paragraph 39(1)(b) of the Act and section 16F of the rule
17BE(h) 17BE(i)	Organisational Structure and Compliance	A statement of significant issues reported to the Minister under paragraph 19(1)(e) of the Act that relates to non-compliance with finance law and action taken to remedy non-compliance
17BE(j)	RWTF Board of Trustees	Information on the accountable authority, or each member of the accountable authority, of the entity during the reporting period
17BE(k)	Organisational Structure and Compliance	Outline of the organisational structure of the entity (including any subsidiaries of the entity)
17BE(ka)	People and Relationships	Statistics on the entity's employees on an ongoing and non-ongoing basis, including the following: (a) statistics on full-time employees; (b) statistics on part-time employees; (c) statistics on gender; (d) statistics on staff location.
17BE(l)	Organisational Structure and Compliance	Outline of the location (whether or not in Australia) of major activities or facilities of the entity
17BE(m)	Corporate Governance	Information relating to the main corporate governance practices used by the entity during the reporting period
17BE(n) 17BE(o)	People and Relationships	For transactions with a related Commonwealth entity or related company where the value of the transaction, or if there is more than 1 transaction the aggregate of those transactions, is more than \$10,000 (inclusive of GST): (a) the decision making process undertaken by the accountable authority to approve the entity paying for a good or service from, or providing a grant to, the related Commonwealth entity or related company: and

		(b) the value if the transaction, or if there is more than one transaction, the number of transactions and the aggregate of value of the transactions.
17BE(t)	Other Information	Details of any indemnity that applied during the reporting period to the accountable authority, any member of the accountable authority or officer of the entity against liability (including premiums paid, or agreed to be paid, for insurance against the authority, member or officer's liability for legal costs)
17BE(taa)	Corporate Governance	<p>The following information about the audit committee for the entity:</p> <ul style="list-style-type: none"> <li>(a) a direct electronic address of the charter determining the functions of the audit committee;</li> <li>(b) the name of each member of the audit committee;</li> <li>(c) the qualifications, knowledge, skills or experience of each member of the audit committee;</li> <li>(d) information about each member's attendance at meetings of audit committee;</li> <li>(e) the remuneration of each member of the audit committee;</li> </ul>
17BE(ta)	People and Relationships	Information about executive remuneration

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## INTRODUCTION

### Enabling Legislation and Purpose

The RWTF was established by the *Services Trust Funds Act 1947* (the STF Act). The Act provides that the Trustees shall, subject to and in accordance with the regulations, apply the Fund in providing benefits for members of the Defence Forces who have served in, or in association with, the Royal Australian Air Force and to the dependants of such members.

The objective of the RWTF is to provide financial assistance to serving and ex-serving members of the Air Force and their dependants. This objective is met by providing:

- a. Low cost loans to (SERCAT 6 and 7) permanent serving Air Force personnel;
- b. Grants to serving and ex-serving personnel who are suffering financial hardship or from the effects of natural disaster;
- c. Grants to RAAF Bases or bases with a RAAF presence or specific projects to support the welfare and amenity available to Air Force personnel and their dependants; and
- d. A Group Life Insurance Scheme for (SERCAT 6 and 7) permanent serving Air Force personnel.

## ORGANISATION STRUCTURE AND COMPLIANCE

### Responsible Minister

The RWTF operates within the Defence portfolio, reporting to the Minister for Defence Personnel (the Minister).

### Ministerial Directions and Government Policy Orders

There were no Ministerial directions made or Government Policy Orders issued to the RWTF during the period under review.

### Significant Non-Compliance Issues with Finance Law

There were no significant non-compliance issues that relate to finance law reported to the responsible Minister during the period under review.

### Public Governance, Performance and Accountability Act 2013

The RWTF also complies with the requirements of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) with respect to:

- Reporting to Ministers and Parliament;
- Contents of Annual Report;
- Audit of the RWTF's financial statements by the Auditor-General;
- Banking and investment powers of authorities;
- General policies of the Australian Government; and
- Conduct of directors and officers, including the civil consequences of any breach of their duties by the directors and officers.

## Statutory Powers of Direction

The Minister may, by instrument in writing published in the Gazette, authorise the Trustees to administer other property. This authority was not exercised during the year.

## Organisational Structure

The RWTF is a corporate Commonwealth entity and is managed by a Board of Trustees who are appointed by the Minister. The RWTF head office is located in Canberra, ACT and a network of regional agents, generally located at each RAAF Base, is used to facilitate the provision of benefits to eligible persons on a nation-wide basis. Assistance to Air Force personnel based overseas is also available.

## Employees

The table below identifies the status of the two RWTF employees:

		Male	Female	Total
Employment status		Fulltime	Fulltime	
30 June 2024	Location - ACT	1	1	2
30 June 2023	Location - ACT	1	1	2

## Review of Operations and Future Prospects

Operations were in accordance with the RWTF's statutory objects and comprised of the provision of benefits to serving and ex-serving members of the Air Force and their dependants. There were no significant changes in the RWTF's state of affairs or principal activities during the financial year.

In the opinion of the Trustees, there has not been any matter or circumstance that has arisen since the end of the financial year that has significantly affected or may significantly affect the RWTF's operations, the results of those operations, or the RWTF's state of affairs in future financial years.

## Reviews by Outside Bodies

The RWTF financial statements are subject to audit by the Australian National Audit Office. The audit report is detailed at pages 24 to 26. No other external reviews were conducted during the reporting period.

## CORPORATE GOVERNANCE

### Audit and Risk Committee

The RWTF has established an Audit and Risk Committee in accordance with the PGPA Act.

The primary objectives of the RWTF Audit and Risk Committee are stated in the Charter. The current Audit and Risk Committee Charter was ratified by the Board on 16 May 2023, available at the following link: [Publications – The Royal Australian Air Force Welfare Trust Fund \(RWTF\) \(raafwelfaretrustfund.gov.au\)](https://publications-royal-australian-air-force-welfare-trust-fund.gov.au)



The current Audit and Risk Committee is comprised of three members:

- Group Captain R. Alberts, CSC - Chair
- Squadron Leader C. Milton – Independent member
- Flight Lieutenant A. Perkins - Independent member

A summary of attendance for the RWTF Audit and Risk Committee is listed in the following table:

<b>Name</b>	<b>Number of meetings attended</b>	<b>Total number of meetings</b>	<b>Total annual remuneration</b>
Group Captain R. Alberts, CSC	3	3	\$0
Squadron Leader C. Milton	3	3	\$0
Flight Lieutenant A. Perkins	3	3	\$0

#### **Group Captain Richard Alberts, CSC**

Group Captain Richard Alberts (Alby) joined the RAAF in 1991. He has completed numerous operational logistics and movements appointments as well as procurement, warehousing and distribution. He has commanded two units, 1 Air Terminal Squadron and Joint Logistics Unit (South) and most recently was Director of Logistics in Air Force HQ and Director of Logistics Plans in HQ Joint Operations Command. As well as participating in flood and cyclone relief operations within Australia, he conducted drought relief operations in Papua New Guinea in 1997 supporting AUSAID. He deployed to Iraq in 2004 as liaison officer to the G4 of the Polish-led Multi-National Division in Centre-South. He was appointed Officer Commanding the Joint Movement Coordination Centre - Sumatra in response to the Tsunami of December 2004. In 2017 he deployed as Senior Logistics Advisor to the Afghan Ministry of Defence.

Group Captain Alberts was awarded the Conspicuous Service Cross in 2000 for his work in Darwin supporting UNAMET and INTERFET missions to East Timor and a US Meritorious Service Medal for his work as Logistics Advisor in Afghanistan. He is a graduate of the UK Advanced Command and Staff Course.

Group Captain Alberts has a strong governance background having been responsible for procurement policy for Air Force and acting as Director Logistics Performance Measurement within Logistics Assurance Branch. He holds a Graduate Diploma in Applied Finance and is a Graduate of the Australian Institute of Company Directors.

#### **Squadron Leader Claire Milton**

Squadron Leader Milton joined the Air Force in January 2002, commencing studies at the Australian Defence Force Academy (ADFA). Following graduation from ADFA, she proceeded on her first posting to RAAF Base Edinburgh for a year of Professional Development & Training before moving to Williamstown to take on the role of Aircraft Maintenance Officer at 76 Squadron.

On promotion to Flight Lieutenant in 2009, she took on a team leader role within the Tactical Fighter System Program Office. Responsible for support to all aeromechanical systems on the F/A-18A/B Classic Hornet, she provided technical, logistical and financial expertise for the fleet of 71 aircraft. For her consistently high performance in this role and contribution to significant unit outcomes, she was awarded a Defence Support Services Commendation.

In 2013, she undertook a challenging staff officer role within the Surveillance and Control Group Headquarters, managing the Technical Capability and in-service support elements of P-3C Orion and E-7A Wedgetail aircraft. The following year, she posted to Canberra, taking the opportunity for a System Safety role within the P-8A Poseidon Project Office. During her tenure, she was promoted to Squadron Leader before taking on the position in charge of aircraft certification activities. For her contribution to the P8-A Poseidon Acquisition, she was awarded a Defence Support Services Group Commendation.

Squadron Leader Milton transferred to Service Category 3 in April 2019 and is currently employed as a Project Manager within the Future Air Mobility Systems Program Office.

Squadron Leader Milton's qualifications include:

2013 – Advanced Diploma of Air Force Studies

2005 – Bachelor of Engineering with Honours – University of New South Wales

### **Flight Lieutenant Andrew Perkins**

Flight Lieutenant Perkins joined the RAAF through the undergraduate scheme as an AERO in 1989. His experience after graduation included operational, logistics and capability elements of the RAAF, finishing his permanent involvement in the RAAF in 2000 as the Resident Project Engineer at the Radar Warning Receiver Development project at BAE Systems. Flight Lieutenant Perkins transferred to SERCAT 3 in 2014 and has been involved in the RAAF Edinburgh Formation Welfare organisation since then, primarily as Financial Reviewer, but also in other roles. In 2018 he transferred to SERCAT 5 working in Air Warfare Centre in the Operational Analysis team for two years prior to moving to Lessons Learned role and then Airworthiness and Safety support. Flight Lieutenant Perkins has also been involved in the Royal Australian Air Force Welfare Recreational Company's alternative business proposals team to research options to extend services to members. He possesses a Bachelor of Engineering, Bachelor of Business, Master of Professional Accounting, Graduate Diploma of Financial Planning and is a Certified Practising Accountant as well as a Registered Tax Agent.

Flight Lieutenant Perkins is currently self-employed as an Accountant and Financial Adviser and is an active Reservist primarily as an Engineer providing Airworthiness and Safety support at Air Warfare Centre. Flight Lieutenant Perkins has also been a member of the audit committee of the RAAF Welfare Recreational Company for the last two years.

### **Risk Management and Fraud Control**

The Trustees have established the RWTF Risk Management and Fraud Control Plan in line with the Commonwealth's endeavours to make risk management an integral part of everyday business practice.

The RWTF, as a corporate Commonwealth entity, is not required to comply with *The Commonwealth Risk Management Policy* and components of the *Commonwealth Fraud Control Framework 2023*. However, the Trustees have adopted both as best practice standards for fraud control and have implemented fraud control arrangements commensurate with the RWTF's activities. The RWTF Risk Management and Fraud Control Plan was reviewed and updated in June 2023.

### **Work Health and Safety**

Health and Safety Management Arrangements (HSMAs) have been developed in consultation with employees of the RWTF. The HSMAs take into consideration the unique arrangements whereby the RWTF is accommodated within a secure Defence facility and is subject to Defence accommodation

standards and work health and safety arrangements. There were no notifiable incidents during the period under review nor were there any investigations conducted by Comcare with the RWTF.

### **Protective Security**

The Trustees consider that an appropriate protective security environment is fundamental to good business and management practice. Accordingly, the Trustees have developed and implemented a security plan that is appropriate to the RWTF's functions and the security risks it faces. The RWTF Protective Security Plan was reviewed and updated in June 2023.

### **Commonwealth Disability Strategy**

Given the RWTF's size and activities, the Trustees consider that the current organisational and operating procedures meet the requirements of the Commonwealth Disability Strategy 2021-2031.

### **Paid Parental Leave**

In compliance with Government policy, the RWTF has registered with Centrelink as an employer in respect to the Government's Paid Parental Leave scheme. This registration covers RWTF employees.

## **RWTF BOARD OF TRUSTEES**

### **Appointments**

All members of the Board are appointed by the Minister. The Board comprises serving and ex-serving members of the Air Force with diverse backgrounds and experience. Additionally, the Board comprises:

- Chair appointed by the responsible Minister; and
- Deputy Chair appointed by the Board.

### **Board Member Attendance at Meetings**

During 2023-2024 the RWTF Board met four times. These meetings were held in Canberra.

A summary of attendance for the RWTF Board of Trustees is listed in the following table:

<b>Name</b>	<b>Position held</b>	<b>Number of Possible Attendances</b>	<b>Number Actually Attended</b>
Principal Air Chaplain J. Cox	Chair of Trustees	4	4
Air Commodore G. Pinder	Deputy Chair	4	4
Air Vice-Marshal G. van Leeuwen, AM, CSM (resigned 8 Aug 23)	Trustee	1	1
Group Captain A. Broadhead	Trustee	2	2
Squadron Leader C. Milton (resigned 8 Aug 23)	Trustee	1	1
Squadron Leader A. Erman	Trustee	2	2

<b>Name</b>	<b>Position held</b>	<b>Number of Possible Attendances</b>	<b>Number Actually Attended</b>
Squadron Leader B. Duane	Trustee	2	0
Flight Lieutenant P. Noble	Trustee	2	0
Warrant Officer – Air Force R. Swanwick	Trustee	4	4
Warrant Officer R. Scott	Trustee	2	2

## **Board Members**

### **Principal Air Chaplain James Cox**

Principal Air Chaplain James Cox was appointed to the RWTF Board as Chair of the Board on 6<sup>th</sup> April 2022.

Principal Air Chaplain Cox was born in Melbourne in 1964. He joined the Air Force as a Specialist Reserve Chaplain in 2003 and, in 2014, transferred to the Permanent Air Force as a full-time Chaplain.

Principal Air Chaplain Cox has been an ordained Baptist Minister since 2001. Prior to joining Air Force, he spent six years in Darwin developing an alternative community expression of faith under the auspices of the Baptist Union of the Northern Territory. Key themes of this ministry included: justice; human dignity; poverty awareness; advocacy; Indigenous welfare; and providing pastoral care to a diverse volunteer base.

Additionally, Principal Air Chaplain Cox enhanced his skills leading an Australian Quarantine and Inspection Service (AQIS) team at an Australian capital city airport. His early career also included service as a Team Leader and Research Data Analyst with the Australian Bureau of Statistics. Principal Air Chaplain Cox' early Air Force career was spent primarily supporting aviators and their families in and around the RAAF Williamtown area. He has operational experience in the Middle East; Hawaii and Timor-Leste (the latter with AQIS). He was advanced to Division 3 Chaplain (Senior Coordinating Chaplain) in December 2018. Since that time he has been an active member of the Air Force Chaplaincy Leadership Team.

Principal Air Chaplain Cox has earned six tertiary qualifications relating variously to: Theology, Economics; Pastoral Counselling; Ministry; and Community Development. He has served for five years as a Board Member with Spiritual Care Australia, and this has facilitated a deep understanding of contemporary Chaplaincy practice and the skills that are essential to the profession.

Following his advancement to Division 5 Chaplain on 17 December 2021, Principal Air Chaplain Cox was appointed as Director General Chaplaincy – Air Force on 13 January 2022. He welcomes his new challenge of aligning a vibrant Air Force Chaplaincy capability to the Air Force Strategy and to the broad cultural reforms that are outlined in Our Air Force Our Culture.

### **Air Commodore Grant Pinder**

Air Commodore Pinder was appointed to the RWTF Board with effect 12 August 2020.

Air Commodore Pinder enlisted in the Royal Australian Air Force (RAAF) as a supply clerk in May 1984, promoted to Sergeant in July 1993, and commissioned as a Logistics Officer in July 1995. His

junior officer postings were to RAAF Base Williamtown in New South Wales and Butterworth, Malaysia.

On promotion to Squadron Leader in July 2003, Air Commodore Pinder was posted to Melbourne as the Staff Officer to Commander Joint Logistics and, in 2004, deployed to Baghdad, Iraq within the Australian National Headquarters of Joint Task Force 633. Between January 2005 and June 2008, Air Commodore Pinder was posted to Air Force Headquarters in Canberra during which he was involved with a number of Defence logistics projects and then followed a posting to the then Defence Materiel Organisation, where he was involved in future logistics systems projects while also seconded to the Australian Joint Strike Fighter Project Office as the Supply Chain Manager.

Following promotion to Wing Commander in June 2008, Air Commodore Pinder assumed command of Joint Logistics Unit (South) in Adelaide. In January 2011, Air Commodore Pinder was posted to Headquarters Air Command as the Deputy Director Logistics Support and Systems, and responsible for, amongst other aspects, coordinating supply chain operations and logistics information systems support to Air Force units in Australia and overseas. Between April and October 2013, he deployed to Afghanistan as the Chief of Logistics within the NATO Command Headquarters at Kandahar Airfield.

In January 2014, Air Commodore Pinder was posted to the Australian Command and Staff College as a member of the directing staff and in November 2014, on promotion to Group Captain, was appointed Commander 1st Joint Movement Group (later re-named 1st Joint Movement Unit). In January 2018, he was posted to Headquarters Air Command as Director Logistics and, in December 2019, posted back to Canberra on promotion to Air Commodore as Director General Logistics-Air Force (Air Force Headquarters). Since January 2022, Air Commodore Pinder has held the position of Deputy Head Joint Support Services Division and now Deputy Head Reserve and Cadet Support Division within the Military Personnel Organisation.

Air Commodore Pinder has been awarded an Air Commander's Commendation (1996), a Deputy Chief of Joint Operations Commendation (2004), a Chief of Air Force Commendation (2014) and a Joint Secretary of Defence/Chief of the Defence Force Group Commendation (2023). He holds a Masters degree in Human Resource Management and Industrial Relations from The University of Newcastle and a Masters degree in Management Studies (Project Management) from The University of New South Wales. Air Commodore Pinder is a Graduate of the Australian Institute of Company Directors, a Trustee of the RAAF Welfare Trust Fund, the Health Consumer Representative on the Joint Health Command Garrison Health Governance Board and President of the ADF Cricket Association.

#### **Air Vice-Marshal Gerald van Leeuwen, AM, CSM**

Air Vice-Marshal Gerald (Gerry) van Leeuwen was appointed to the RWTF Board on 1 April 2017 and resigned on 8 August 2023.

Air Vice-Marshal van Leeuwen, AM, CSM was appointed to the role of Head Guided Weapons & Explosive Ordnance Delivery within Capability Acquisition & Sustainment Group in December 2022. In his role, he is primarily responsible for the acquisition, sustainment and disposal of all guided weapons and explosive ordnance for Defence and the delivery of associated joint force (effector) capability outcomes. He has held various command positions over 30 plus years of service and served on active duty deployments in East Timor. His extensive flight test experience spans a wide variety of ADF aircraft including F/A-18 and F-111.

Air Vice-Marshal van Leeuwen is an ADFA graduate, a distinguished Test Pilot School graduate, a graduate of the Company Directors course and is a Fellow of Engineers Australia. Three Masters

Degrees in Engineering, Science (Flight Test) and Capability Management (as a graduate of CTMC) supplement his Bachelor degree in Aerospace Engineering from RMIT. He was appointed a Member of the Order of Australia in 2019 for his contributions to Air Combat and Capability Development and was awarded a Conspicuous Service Medal for his contributions to the type certification of the C130J during its introduction to service in 1999. He was awarded a US Meritorious Service Medal for his contributions to the F-35 Program in 2010. A former trustee of the RAAF Welfare Trust Fund, he also finds time to serve on several not-for-profit boards.

### **Group Captain Aleisha Broadhead**

Group Captain Aleisha Broadhead was appointed to the RWTF Board on 8 December 2023.

Group Captain Broadhead joined the Royal Australian Air Force in 1998 as an Officer Cadet Trainee. In 2001, she graduated from the Australian Defence Force Academy with a Bachelor in Aeronautical Engineering with Honours. She has enjoyed a variety of postings over 25 years in the Air Force in maintenance, regulatory, sustainment and engineering roles.

In 2007, Group Captain Broadhead was posted to the newly formed C-17 Logistics Management Unit in the Heavy Airlift Systems Program Office in Dayton, Ohio where she oversaw delivery of technical airworthiness support to introduce the C-17 aircraft into service and meet sustainment outcomes through the provision of logistics and engineering services.

Group Captain Broadhead was selected as the Senior Engineering Officer No 75 Squadron Classic Hornets in 2016 and achieved a career highlight, deploying to the Middle East Region with the Squadron as part of Operation OKRA. She was promoted to Wing Commander in 2018 and was posted to the Air Combat Transition Office, responsible for all logistics, maintenance and engineering aspects in the transition from Classic Hornet to F-35A Lightning II.

In 2021, Group Captain Broadhead assumed the Commanding Officer role at Surveillance and Control Systems Program Office. She led the Air Traffic Management team in the development of a contemporary collaborative enterprise, while managing both sustainment and transition activities.

On promotion to her current rank in January 2023, Group Captain Broadhead was posted as Chief of Staff Head of Air Force Capability, overseeing the Air Domain Support Office in support of Air Force capability investment proposals to deliver the required future force structure.

### **Squadron Leader Claire Milton**

Squadron Leader Claire Milton was appointed to the RWTF Board on 1 April 2017 and resigned on 8 August 2023.

Squadron Leader Milton joined the Air Force in January 2002, commencing studies at the Australian Defence Force Academy (ADFA). Following graduation from ADFA, she proceeded on her first posting to RAAF Base Edinburgh for a year of Professional Development & Training before moving to Williamstown to take on the role of Aircraft Maintenance Officer at 76 Squadron.

On promotion to Flight Lieutenant in 2009, she took on a team leader role within the Tactical Fighter System Program Office. Responsible for support to all aeromechanical systems on the F/A-18A/B Classic Hornet, she provided technical, logistical and financial expertise for the fleet of 71 aircraft. For her consistently high performance in this role and contribution to significant unit outcomes, she was awarded a Defence Support Services Commendation.

In 2013, she undertook a challenging staff officer role within the Surveillance and Control Group Headquarters, managing the Technical Capability and in-service support elements of P-3C Orion and E-7A Wedgetail aircraft. The following year, she posted to Canberra, taking the opportunity for a System Safety role within the P-8A Poseidon Project Office. During her tenure, she was promoted to Squadron Leader before taking on the position in charge of aircraft certification activities. For her contribution to the P8-A Poseidon Acquisition, she was awarded a Defence Support Services Group Commendation.

Squadron Leader Milton transferred to Service Category 3 in April 2019 and is currently employed as a Project Manager within the Future Air Mobility Systems Program Office.

Squadron Leader Milton's qualifications include:

2013 – Advanced Diploma of Air Force Studies

2005 – Bachelor of Engineering with Honours – University of New South Wales

### **Squadron Leader Anthony Erman**

Squadron Leader Anthony Erman was appointed to the RWTF Board on 8 December 2023.

Squadron Leader Erman commissioned as a direct entry legal officer in 2010, initially serving at HQAC, RAAF Glenbrook. This post was followed by assignments at 92WG, RAAF Edinburgh, where Squadron Leader Erman focused on operational legal issues regarding maritime patrol, and the Military Law Centre, Victoria Barracks (Sydney), where he facilitated and delivered legal training to ADF legal officers and foreign military members.

Between 2019 and 2021, Squadron Leader Erman was assigned as the RAAF exchange officer at the Directorate of Operations and International Law, HQ US Air Force, at the Pentagon, for which he was awarded the meritorious service medal. As chief of the coalition branch, Squadron Leader Erman primarily advised on policy and practice in the context of the law of war.

In 2022, Squadron Leader Erman was posted as Deputy Director of Legal at HQAC, RAAF Glenbrook, supporting the delivery of legal capability across Air Command.

Squadron Leader Erman deployed Op SLIPPER and Op ACCORDION in 2014. He also deployed to Op GATEWAY in RMAF Butterworth in 2015. In 2022, Squadron Leader Erman deployed as a section leader on Op FLOOD ASSIST, engaging in and overseeing clean-up activities in the Lismore region.

As of 2024, Squadron Leader Erman is the Deputy Director Legal, in the Office of the IGADF.

Squadron Leader Erman holds a Bachelor of Arts, Bachelor of Laws (with Honours), and a Master of Laws.

### **Squadron Leader Brian Duane**

Squadron Leader Brian Duane was appointed to the RWTF Board on 8 December 2023.

Prior to joining the Australian Defence Force in January 2013 as an OFFCDT at ADFA, Squadron Leader Duane was employed as an IT Manager for Skill360 Australia having spent more than 13 years in various IT roles in the private sector ranging from managing technical workshops to consultancy. At ADFA the then OFFCDT Duane completed a Bachelor of Civil Engineering in 2016 achieving First Class Honours. Upon graduation from ADFA, Squadron Leader Duane was awarded the Commander in

Chief's Medal of Honour which is the highest honour awarded at the Academy for excellence in both military and academic skills. Squadron Leader Duane was also awarded the RAAF Queen's Gold Medal in 2015, which is awarded to the top performing RAAF Trainee Officer across the entire service each year.

In 2017 Squadron Leader Duane posted to Capital Facilities and Infrastructure (CFI) working as a Project Officer for the National Airfield Pavement Management Program while completing his Airfield Engineering training at the School of Military Engineering at Holsworthy. During his time at CFI Squadron Leader Duane worked on several major projects including the proposal for the refurbishment for Cocas Keiling Islands airfield and the RAAF Williamtown overlay. Squadron Leader Duane's two year posting to CFI was cut short when he accepted an offer to post to Woomera as the Base Airfield Engineering Officer (BAEO) for 20 SQN.

From 2018 to 2020 Squadron Leader Duane performed the duties of a Flight Lieutenant in the BAEO role at 20 SQN where he was heavily involved in revitalising the infrastructure of both the airfield and the township of Woomera. Most notably, Squadron Leader Duane was the primary stakeholder representing 20 SQN for both the RAAF Woomera Refurbishment Project and the Woomera Master Base Plan, delivered a 1.6 million dollar Aircraft Arrestor System (AAS) replacement project in 16 weeks from start to finish and was responsible for reopening the historic Woomera Cinema to the public as a charity providing free movies to all residents and visitors of Woomera. Squadron Leader Duane was recognised for his significant contributions to both RAAF Woomera and the township itself with a Gold Commendation in 2020.

2020 saw Squadron Leader Duane post to 65 Airbase Recovery Squadron (ABRS) in Townsville as the 2IC of AFLT. Squadron Leader Duane then deployed to the MER in May of 2020 where he was based out of Al Minhad Air Base (AMAB) and was double hatted as the Project Management Team Charlie and Delta Engineer responsible for both AMAB and Al Dhafra Air Base (ADAB). During his deployment Squadron Leader Duane played a major role in the withdrawal from and closure of the ADF's base at ADAB, delivered a dozen projects inclusive of the Heavy Vehicle Wash Bay, and also developed the framework for analysing and providing guidance and advice to HQJOC regarding the current health and future fit-for-purpose nature of all AMAB infrastructure.

Almost immediately upon return to his unit of 65 ABRS, Squadron Leader Duane deployed again on Exercise Cope North 21 (CN21) to Guam where he participated in both CN21 and Silver Flag. Since his return to 65 ABRS Squadron Leader Duane has implemented the lessons learned from the USAF at Ex CN21 and commenced development of a RAAF Rapid Airfield Damage Recovery capability which was exercised during Ex Mini Burrow 21 by 65 ABRS utilising organic capability.

In Dec 2021 Squadron Leader Duane was appointed SODGAIR where he supported DGAIR / DGACOPS as his Staff Officer and as the XO for the AOC in an extremely high paced Joint Operations Environment. This role evolves overseeing all inputs and outputs to a strategic operations centre and managing the supporting business systems, personnel matters and advising all level of the organisation on policy, higher level direction and intent. During 2022 Deputy Director Joint Operations Command (DCJOPs) requested Squadron Leader Duane be seconded to his office to support him as the Military Advisor to DCJOPs after his previous MA departed at short notice. Squadron Leader Duane was given an acting promotion to Squadron Leader for the duration in which he performed the role as MA. Both the SO DGAIR and MA position are highly demanding of the incumbent and normally reserved for a senior member in their respective rank bands. These positions provided Squadron Leader Duane his first opportunity to work in a strategic joint headquarters and directly contribute to the delivery of Air and Joint effects across the globe.



In 2023 Squadron Leader Duane was posted to Estate Services and Facilities (ESF-AF) as the SO3 facilities officer working as the primary conduit between the Estate Works Program (EWP) and Air Force and was responsible for spearheading Air Forces prioritisation activities to ensure the EWP was aligned with Air Forces strategic direction, assimilating the Defence Strategic Review in addition to all other guidance policies and practice into a single clear signal to the Security Estate Group maximising outcomes for Air Force. 2024 saw Squadron Leader Duane receive a second acting promotion to Squadron Leader, which was made substantive in April 24, to continue his efforts with ESF-AF as the lead Staff Officer for facilities.

### **Flight Lieutenant Phoebe Noble**

Flight Lieutenant Phoebe Noble was appointed to the RWTF Board on 8 December 2023. Flight Lieutenant Noble enlisted into the Royal Australian Air Force on 08 Feb 2016 as an Air Force Gap Year Personnel Capability Specialist. Following completion of Personnel Capability Specialist Initial Course, she was posted to No. 2 Operational Conversion Unit as orderly room support.

In 2017, Flight Lieutenant Noble transferred to the permanent Air Force and was posted to 17 Squadron at RAAF Base Tindal undertaking duties as both a Watchkeeper and a Personnel Clerk. After approximately six months Flight Lieutenant Noble was appointed the executive assistant to the Senior ADF Officer – RAAF Base Tindal for the remainder of her posting.

In 2019 Flight Lieutenant Noble commissioned as a Personnel Capability Officer and was posted to Officer Training School to undertake Initial Officers Course. Upon graduation Flight Lieutenant Noble was posted to the Defence School of Intelligence - Air as their Personnel Capability Officer/ Officer in Charge of Holding Flight.

Flight Lieutenant Noble has a Diploma of Human Resources, Graduate Diploma in Management and is in the final year of her Masters of Business Administration at the Australian Institute of Management.

### **Warrant Officer – Air Force Robert Swanwick**

Warrant Officer - Air Force Robert Swanwick was appointed to the RWTF Board on 16 March 2016.

Robert Swanwick joined the Air Force in 1979 as an Airframe Fitter and after his initial training courses, was posted to 2 Operational Conversion Unit, RAAF Base Williamtown.

Promoted to Corporal and remustered to Helicopter Crewman in 1982, Corporal Swanwick, enjoyed postings over the next 9 years to numbers 5, 9 and 35 Squadrons (SQNs) also deploying with the Australian Contingent Multinational Force and Observers, Sinai where he was promoted to Sergeant. From 1987 to 1990 he was part of the team responsible for introducing the Blackhawk helicopter into service, posted to 5 AVNREGT transitioning the Battlefield helicopter capability to Army.

In 1991 whilst posted as OIC, Defence Recruiting Centre Albury, Flight Sergeant Swanwick was promoted to Warrant Officer with subsequent postings as a Loadmaster crewing C130 Hercules at 36 & 37SQNs, deploying often to the Middle East Area of Operations. After a successful tenure as SQNWOF 37SQN, he was posted in 2008 to 34 SQN as OIC Crew Attendants and SQNWOF.

Throughout his career he has fulfilled diverse strategic staff roles in ADF and Air Force Head Quarters such as Recruiting, Chief of Air Staff's project *Vision 96*, Defence Reform Program work force planning and Alternative Dispute Resolution, all being primarily focussed on personnel engagement and leadership.

A highlight of his career was being nominated by CDF and selected by Minister of Defence to serve as the Other Ranks Representative Trustee and Director on the Military Superannuation & Benefits Scheme Board. He was reappointed several times and held the role for 14 years being renowned as a strong advocate for the enlisted workforce and superannuation investment, education and proactive communication. He was a member of the Board's Audit & Risk Committee and Chair of the Commonwealth Superannuation Communications Group, completed the Company Directors Course along with many financial and investment courses.

In 2012, he transitioned to Reserve employment working with Defence Flying Safety, Centre for Leadership & Ethics, Alternative Dispute Resolution Cell and DGPERS-AF HR management. It was also an opportunity to focus on his family's small business operations, primarily as owner operator of Déjà Brew Café, Canberra.

After much encouragement, Warrant Officer – Air Force Swanwick returned to the Permanent Air Force in February 2014 to take up the position of Group Warrant Officer - Surveillance and Response Group at RAAF Base Williamtown. Warrant Officer Swanwick was selected as the 8th Warrant Officer of the Air Force in July 2014. Upon completion of his tenure, Warrant Officer of the Air Force Swanwick transferred to the Air Force Reserve in February 2020.

In March 2020, he was tasked by CDF to assist Secretary Department of Veterans' Affairs with COVID19 Pandemic Response planning. He was actively recruited by SEC DVA in July 2020 into Open Arms as Director Community and Peer Program, Communications and Strategic Engagements. In July 2022 he was asked to establish and fill the role as the Veteran Family Engagement Adviser to the Veteran Family Advocate Commissioner, DVA. During this time he also was engaged by Air Force investigating flying safety culture and ADF, mentoring senior members.

In December 2023 Warrant Officer – Air Force Swanwick resigned from DVA to pursue and focus on other areas of interest one of which is collecting Living History as a Reservist, with Air Force History & Heritage Branch.

### **Warrant Officer Raylee Scott, AM**

Warrant Officer Raylee (Pixie) Scott was appointed to the RWTF Board on 8 December 2023.

Warrant Officer Scott joined the Royal Australian Air Force (RAAF) as a Switch Board Operator in 1986, and subsequently posted to Pearce.

In 1987 she re-mustered to an Electronic Data Processor Operator (EDPOP) and was posted to Directorate Personnel – Promotions at Russell Offices before posting to Tindal in 1991.

Following the amalgamation of EDPOP with Communications Operators (COMSOPs) in 1992, Warrant Officer Scott became a Communication Information Systems Controller (CISCON).

In 1996, Warrant Officer Scott posted to the RAAF Network Operations Agency where she was a founding member of the implementation team installing RAAFNET (later to become the DRN and DSN) around Australia.

Warrant Officer Scott has also had postings to Defence Support Group (DSG) where she has worked on the strategic DRN and DSN and as a System Administrator at Williamtown, Wagga Wagga, and Townsville along with several expeditionary roles with deployable networks.

In 2008 she was posted to Headquarters Joint Operations Command J6 Plans where she worked for several years as the team leader for Multinational Communications Interoperability Program which focused on Humanitarian Assistance Disaster Relief with Pacific Nations.

In 2012 she was posted to No 1 Combat Communications Squadron Amberley Flight, and in 2015 she took up the position of Squadron Warrant Officer. In 2017 she was posted to Air Force Headquarters Cyber Warfare and Networks where she was the CISCON Mustering Capability Advisor.

In 2019 Warrant Officer Scott was appointed Wing Warrant Officer 44 Wing at RAAF Base Williamstown followed by Force Element Group Warrant Officer Air Mobility Group in 2021 and Air Command Warrant Officer in 2022. As of 2024 she was posted to Directorate of Personnel working on WOFF Career Pathways.

During her career, Warrant Officer Scott has deployed numerous times on exercise and operations. Her deployments include; Operation Relix 2001, Operation Falconer 2003, Operation Catalyst 2005, Operation Slipper 2010 and 2011, Operation Southern Indian Ocean 2014, Operation Okra 2014 and Operation Accordion 2017.

Warrant Officer Scott was admitted as a Member (AM) in the Military Division of the Order of Australia in the Australia Day 2022 Honours List. In addition, she has received the following awards; ADF Gold Commendation, Air Force Silver Commendation, ADF Bronze Commendation and the 1CCS Meritorious Unit Citation.

Warrant Officer Scott has had a long career in managing the workforce and roles that keep her engaged and connected. She represents the workforce on several committees and workgroups and has done so throughout her career.

### **Freedom of Information Procedures and Initial Contact Points**

Requests for access to documents of the Trustees should be directed to the Trustees of the RAAF Welfare Trust Fund, Department of Defence, F4-2-018, PO Box 7933, Canberra, BC ACT, 2610.

### **Indemnities and Insurance Premiums for Officers**

The RWTF has taken out insurance coverage with Comcover for Directors and Officers Liability, Fraud and Fidelity and General Liability. The premium paid for financial year 2023-2024 was \$3,359. Where applicable, the insurance cover is provided for all Trustees, staff and voluntary workers. The RWTF also provided Workers' Compensation insurance cover through Comcare at a cost of \$1,149.

### **Related Entity Transactions**

In accordance with the STF Act, a person who is a Trustee or a dependant of a Trustee shall not receive benefits from the Fund. During the period there were no related entity transactions in contravention of the STF Act.

## ASSISTANCE PROVIDED

### Loans and Grants

Since its inception in 1947, the RWTF has provided assistance totalling in excess of \$348 million to eligible persons.

### Loans

The following table shows the number of loans approved during the last three years:

	2023-2024	2022-2023	2021-2022
Number of Loans Approved	2,070	2,051	1,908
Total Value of Loans Approved	\$10,633,733	\$10,504,414	\$9,695,600

The following table shows the analysis of loan funds for the year ended 30 June 2024:

LOAN TYPE	AMOUNT \$	% OF TOTAL LOANS
Home Improvement	435,580	4.10
General (Emergency)	4,000	0.03
Professional Development	78,400	0.74
Long Service General	286,700	2.70
Group Life Insurance	9,829,053	92.43
<b>TOTAL</b>	<b>10,633,733</b>	<b>100.00</b>

The following types of loans are available to eligible members:

**Home Improvement Loan.** Home Improvement Loans are available to help a member build or buy a home or to furnish a home with new or second-hand furniture. The maximum value of this loan is currently \$4,500.

**General Loan.** General Loans are normally available to meet temporary circumstances such as emergency housekeeping expenses, family medical or dental expenses, pressing household bills or fares for travel or compassionate leave. There is no arbitrary limit on the amount of a General Loan.

**Professional Development Loan.** Professional Development Loans are available to assist members with education and study expenses. The maximum value of this loan is currently \$4,500.

**Long Service General Loan.** Long Service General Loans are available to members who have completed 10 years of service in the Air Force and may be used for any worthwhile purpose. The maximum value of this loan is currently \$4,500.

**Group Life Insurance Scheme Loan.** Group Life Insurance Scheme Loans are available to financial members of the Group Life Insurance Scheme and may be used for any worthwhile purpose. The maximum value of this loan is currently \$5,500.

The following table shows the breakdown of loans approved by rank. Of particular note 59.7% of loans approved were issued to aviators holding the rank of up to and including Corporal and 15.0% to Officer Cadet to Flight Lieutenant, bringing the combined total of 74.6%.

<b>RANK</b>	<b>NUMBER OF LOANS APPROVED</b>	<b>% OF TOTAL LOANS APPROVED</b>
<b>Up to and including Corporal</b>		
Aircraftman & Aircraftwoman/Leading Aircraftman & Aircraftwoman	837	40.4
Corporal	398	19.2
<b>Officer Cadet to Flight Lieutenant</b>		
Officer Cadet	1	0.0
Pilot/Flying Officer	146	7.1
Flight Lieutenant	163	7.9
<b>Senior Non Commissioned Officer</b>		
Sergeant	240	11.6
Flight Sergeant	104	5.1
Warrant Officer	61	2.9
<b>Senior Officers</b>		
Squadron Leader and above	120	5.8
<b>TOTAL</b>	<b>2,070</b>	<b>100.00</b>

### **Bad and Doubtful Debts**

The amount written off for the year was \$4,168. The figure includes \$1,961 in loans written off when members died while in Service. On a turnover of loans of \$10,633,733 loans written-off represented 0.04%.

### **Emissions Reporting**

Emissions from RWTF's operations are included in the emissions reporting of the Department of Defence.

### **RWTF Group Life Insurance Scheme**

The Trustees administer the scheme for serving permanent (SERCAT 6 or 7) Air Force members. Members of the Air Force Reserve who are serving on continuous full-time service for periods of six-months or more are also eligible to join the scheme for the period of full-time service. The scheme provides, upon the death of a financial member, a \$15,000 lump sum payment to that member's nominated beneficiary, where possible within 48 hours of receipt of the beneficiary bank details. Depending on the availability of funds, the Trustees are able to make loans to financial members of the scheme.

The scheme had 6,792 contributors as at 30 June 2024. Current membership of the scheme represents approximately 45.9% of permanent RAAF members and, in market terms, represents a very good take up of the scheme by Air Force members. During the period under review the RWTF paid \$75,000 in benefits to the nominated beneficiaries of deceased Air Force members.

### **General Grants**

The RWTF provided \$13,108 in support of five serving members of the Air Force facing unanticipated financial hardship associated with medical and travel expenses.

### Base Welfare Grants Scheme

In June 2013 the Board introduced a Base Welfare Grants Scheme with the purpose of providing grant funds to bases to support the welfare and amenity available to Air Force personnel and their dependants and, incidentally, any other Service or Australian Public Service personnel who may be co-located with the Air Force members. The scheme is intended to be flexible in terms of the forms of welfare that can be supported, and the amount which the RWTF in its discretion could provide.

\$1,673,944 has been provided in the 11 years since the scheme commenced, of which \$261,767 was approved for 2023-24 as summarised below:

Base	Amount \$	Purpose of Grant
Al Minhad Airbase	5,000	Social Club equipment and supplies
Amberley	8,394	Base Christmas Treat function Fishing club equipment upgrades 452SQN air fryer and coffee machine
Australia Canada United Kingdom Reprogramming Laboratory	4,500	Community and family events Sports equipment Christmas Treat function
Butterworth	2,500	Base Christmas Treat function
Canberra	7,200	Family event Sporting equipment BBQ and fridge Base Chaplaincy supplies
Darwin	4,700	Base Christmas Treat function Base Chaplaincy events Families recreation room sound equipment and furnishings
Defence Space Command	5,000	Christmas Treat function
East Sale	28,248	Base Christmas Treat function Airmen's Club games, furniture Community Hubs outdoor furniture and coffee machines SGT Mess audio upgrade RACES Auto Club transponders, mobile jacks, timing laptop Roulette Cinema LED VMX at front gate
Edinburgh	22,000	1SSU social club establishment EDN Formation Welfare – Barmera Shacks bathroom renovations EDN base family day
Glenbrook	14,369	Taronga Zoo corporate passes Online shop Booqable membership Officer's Mess sound system and strip heating
Pearce and Learmonth	19,260	Family day Base Christmas Treat function 25SQN fridge and coffee machine 25SQN Learmonth fishing and snorkelling equipment Cocos Island watercraft and safety equipment JHU outdoor furniture 453SQN minor gym equipment

Base	Amount \$	Purpose of Grant
		No 2 Flying Training School BBQ and family day Officer Mess table tennis and outdoor furniture
Richmond	20,586	Airmen's Club streaming subscription and games 37SQN table tennis 22SQN square credit card machines and table tennis STG Mess games Officer Mess furniture and games Fishing and Recreation Club equipment and games Netball Club equipment, season fees and uniforms Football Club equipment and field side shelter Golf Club shirts for members
Tindal	15,000	Mountain Bike Club trail building tools Lions Rugby Union Club equipment and season fees Latham Club outdoor fans SGT Mess outdoor furniture
Townsville	15,600	Base Christmas and Easter Treat functions Mental health day activity Fishing Club boat maintenance and trailer repair
Wagga	33,000	Base Christmas Treat function Snow Sports Club equipment Welfare Store camping equipment RANCH laundry and kitchen appliances 1RTU 70 <sup>th</sup> Anniversary decorations and labour Airmen's Club fridge and games 31SQN Social Club fridge
Williams	24,350	Motorcycle Club safety equipment, UHF radios Welfare store camper trailer Model Club commercial vacuum cleaner Golf Club outdoor furniture and heaters Junior Enlisted Club projector Fishing Club boat insurance, VHF radio, Osprey windscreen
Williamtown	19,100	26SQN SECFLT breakroom TV and BBQ Air Warfare Centre outdoor equipment Air Land Integration Social Club establishment 1CCS Surf Club establishment F-35 Retail Warehouse coffee machine HQACG/78WG Social Club coffee machine 26SQN PT&RF martial arts equipment and fridge ACSIPO outdoor furniture 453SQN table tennis equipment
Woomera	12,960	Outdoor cinema Common Ground umbrella WOO Community Centre - play equipment and educational toys
<b>TOTAL</b>	<b>\$261,767</b>	

## APPRECIATION

### Acknowledgement

The Trustees wish to express appreciation to all persons who assisted the RWTF during the period of this report. The outstanding efforts of Base/Unit Chaplains and other regional representatives have given Air Force members the confidence that the RWTF can provide compassionate, confidential and timely assistance to those in need. Their willingness to take on this secondary duty has enabled the Trustees to keep overheads to the lowest possible. The Trustees express their sincere appreciation for the services rendered by the Chaplains at each Base:

**ACT**

Canberra

**NSW**

Wagga

Glenbrook

Orchard Hills

Tamworth

Richmond

Williamstown

**QLD**

Amberley

Townsville

**SA**

Edinburgh

**WA**

Pearce

**VIC**

East Sale

Williams

**NT**

Darwin

Tindal

**Malaysia**

Butterworth

## CONCLUSION

### Report of Operations

The Trustees are responsible under the PGPA Act for the preparation and content of the report of operations in accordance with Public Governance Performance and Accountability (Financial Reporting) Rule 2015. This report of operations is made in accordance with a resolution of the Trustees and is signed for and on behalf of the Trustees.


**J. COX**

Principal Air Chaplain  
Chair of Trustees

1 August 2024


**R. ALBERTS, CSC**

Group Captain  
Chair Audit Committee

1 August 2024





## INDEPENDENT AUDITOR'S REPORT

### To the Minister for Defence Personnel

#### Opinion

In my opinion, the financial statements of the Royal Australian Air Force Welfare Trust Fund (the Entity) for the year ended 30 June 2024:

- (a) comply with Australian Accounting Standards – Simplified Disclosures and the *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015*; and
- (b) present fairly the financial position of the Entity as at 30 June 2024 and its financial performance and cash flows for the year then ended.

The financial statements of the Entity, which I have audited, comprise the following as at 30 June 2024 and for the year then ended:

- Statement by Trustees and Fund Secretary;
- Statement of Comprehensive Income;
- Statement of Financial Position;
- Statement of Changes in Equity;
- Cash Flow Statement; and
- Notes to the financial statements, comprising material accounting policy information and other explanatory information.

#### Basis for opinion

I conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Entity in accordance with the relevant ethical requirements for financial statement audits conducted by the Auditor-General and his delegates. These include the relevant independence requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) to the extent that they are not in conflict with the *Auditor-General Act 1997*. I have also fulfilled my other responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

The Accountable Authority is responsible for the other information. The other information comprises the information included in the annual report for the year ended 30 June 2024 but does not include the financial statements and my auditor's report thereon.

My opinion on the financial statements does not cover the other information, and accordingly I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

#### **Accountable Authority's responsibility for the financial statements**

As the Accountable Authority of the Entity, the Board of Trustees is responsible under the *Public Governance, Performance and Accountability Act 2013* (the Act) for the preparation and fair presentation of annual financial statements that comply with Australian Accounting Standards – Simplified Disclosures and the rules made under the Act. The Board of Trustees is also responsible for such internal control as the Board of Trustees determines 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 Board of Trustees is responsible for assessing the ability of the Entity to continue as a going concern, taking into account whether the Entity's operations will cease as a result of an administrative restructure or for any other reason. The Board of Trustees is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the assessment indicates that it is not appropriate.

#### **Auditor's responsibilities for the audit of the financial statements**

My objective is 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 my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian National Audit Office Auditing Standards 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 the financial statements.

As part of an audit in accordance with the Australian National Audit Office Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Accountable Authority.
- Conclude on the appropriateness of the Accountable Authority's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained

up to the date of my auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern; and

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Accountable Authority regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Australian National Audit Office

A handwritten signature in black ink, appearing to read 'J. Carter', is positioned above the printed name.

Jennifer Carter

Audit Principal

Delegate of the Auditor-General

Canberra

1 August 2024

## STATEMENT BY TRUSTEES AND FUND SECRETARY

### Statement by Trustees and Fund Secretary

In our opinion, the attached financial statements for the year ended 30 June 2024 comply with subsection 42(2) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), and are based on properly maintained financial records as per subsection 41(2) of the PGPA Act.

In our opinion, at the date of this statement, there are reasonable grounds to believe that the Royal Australian Air Force Welfare Trust Fund will be able to pay its debts as and when they fall due.

In our opinion, the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*, and are signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2022*.

This statement is made in accordance with a resolution of the Trustees.

**J. COX**  
Principal Air Chaplain  
Chair of Trustees

1 August 2024

**G. PINDER**  
Air Commodore  
Deputy Chair of Trustees

1 August 2024

**H. STEWART**  
Secretary to the Trustees

1 August 2024

## ROYAL AUSTRALIAN AIR FORCE WELFARE TRUST FUND

STATEMENT OF COMPREHENSIVE INCOME  
FOR THE PERIOD ENDED 30 JUNE 2024

	Notes	2024 \$	2023 \$
<b>NET COST OF SERVICES</b>			
<b>Expenses</b>			
Employee benefits	1.1A	262,160	234,125
Suppliers	1.1B	197,600	191,863
Grants	1.1C	274,874	278,134
Write-down and impairment of assets	1.1D	4,168	13,411
Losses from loan re-measurement	1.1E	816,556	742,447
Resources received free of charge	1.1F	-	17,570
<b>Total expenses</b>		<b>1,555,358</b>	<b>1,477,550</b>
 <b>Own-Source Income</b>			
<b>Own-source revenue</b>			
Revenue from contracts with customers	1.2A	191,064	192,043
Loans revenue	1.2B	458,901	458,909
Interest	1.2C	929,201	635,523
Other revenue		-	17,417
Resources received free of charge	1.2D	-	17,570
<b>Total own-source revenue</b>		<b>1,579,166</b>	<b>1,321,462</b>
<b>Total own-source income</b>		<b>1,579,166</b>	<b>1,321,462</b>
<b>Surplus / (Deficit)</b>		<b>23,808</b>	<b>(156,088)</b>
<b>Total Comprehensive income</b>		<b>23,808</b>	<b>(156,088)</b>

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

**ROYAL AUSTRALIAN AIR FORCE WELFARE TRUST FUND**

**STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2024**

	Notes	2024 \$	2023 \$
<b>ASSETS</b>			
<b>Financial assets</b>			
Cash and cash equivalents	2.1A	<b>1,218,848</b>	4,505,485
Investments	2.1B	<b>3,080,964</b>	-
Loans and other receivables	2.1C	<b>7,422,693</b>	7,189,157
<b>Total financial assets</b>		<b>11,722,505</b>	11,694,642
<b>Total assets</b>		<b>11,722,505</b>	11,694,642
<b>LIABILITIES</b>			
<b>Payables</b>			
Suppliers		<b>29,769</b>	28,480
<b>Total payables</b>		<b>29,769</b>	28,480
<b>Provisions</b>			
Employee provisions	3.1A	<b>16,503</b>	13,737
<b>Total provisions</b>		<b>16,503</b>	13,737
<b>Total liabilities</b>		<b>46,272</b>	42,217
<b>Net assets</b>		<b>11,676,233</b>	11,652,425
<b>EQUITY</b>			
Retained surplus		<b>11,676,233</b>	11,652,425
<b>Total equity</b>		<b>11,676,233</b>	11,652,425

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

**ROYAL AUSTRALIAN AIR FORCE WELFARE TRUST FUND**

**STATEMENT OF CHANGES IN EQUITY  
FOR THE PERIOD ENDED 30 JUNE 2024**

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	Notes	<b>2024</b>	2023
		\$	\$
<b>RETAINED EARNINGS</b>			
<b>Opening balance</b>			
Balance carried forward from previous period		<u>11,652,425</u>	<u>11,808,513</u>
<b>Comprehensive income</b>			
Surplus / (Loss) for the period		<u>23,808</u>	<u>(156,088)</u>
<b>Total comprehensive income</b>		<u>11,676,233</u>	<u>(156,088)</u>
<b>Closing balance as at 30 June</b>		<u>11,676,233</u>	<u>11,652,425</u>

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

## ROYAL AUSTRALIAN AIR FORCE WELFARE TRUST FUND

CASH FLOW STATEMENT  
FOR THE PERIOD ENDED 30 JUNE 2024

	Notes	2024 \$	2023 \$
<b>OPERATING ACTIVITIES</b>			
<b>Cash received</b>			
Loan repayments from members		10,050,250	9,864,395
Interest		924,939	619,901
Member premiums – Group Life Insurance		191,052	192,001
Group Life claims		75,000	120,000
Donations		-	17,417
<b>Total cash received</b>		<b>11,241,241</b>	<b>10,813,714</b>
<b>Cash used</b>			
Loans provided to members		10,633,733	10,504,414
Employees		265,719	255,736
Grants		274,874	278,134
Underwriting - Group Life insurance		138,191	139,363
Group Life claims		75,000	120,000
Direct debit administration fees		17,420	13,874
Audit fees		22,000	21,450
Insurances		4,497	4,400
Web-site administration and software		2,356	2,377
Other		13,124	8,629
<b>Total cash used</b>		<b>11,446,914</b>	<b>11,348,377</b>
<b>Net cash from operating activities</b>		<b>(205,673)</b>	<b>(534,663)</b>
<b>INVESTING ACTIVITIES</b>			
Payment for term deposits		(3,080,964)	-
<b>Net cash used by investing activities</b>		<b>(3,080,964)</b>	<b>-</b>
<b>Net (decrease) in cash held</b>		<b>(3,286,637)</b>	<b>(534,663)</b>
Cash and cash equivalents at the beginning of the reporting period		4,505,485	5,040,148
<b>Cash and cash equivalents at the end of the reporting period</b>	2.1A	<b>1,218,848</b>	<b>4,505,485</b>

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



## ROYAL AUSTRALIAN AIR FORCE WELFARE TRUST FUND

### OVERVIEW

#### Objective of the Royal Australian Air Force Welfare Trust Fund (RWTF)

The RWTF is a corporate Commonwealth entity. It is a not-for-profit entity. The RWTF was established by the *Services Trust Funds Act 1947*. The Act provides that the Trustees shall, subject to and in accordance with the regulations, apply the Fund in providing benefits for members of the Defence Forces who have served in, or in association with, the Royal Australian Air Force and to the dependants of such members.

The RWTF does not receive nor is it reliant on Government funding, but it does receive some economic support as detailed further below.

#### The Basis of Preparation

The financial statements are general purpose financial statements and are required by section 42 of the *Public Governance, Performance and Accountability Act 2013*.

The financial statements have been prepared in accordance with:

- a. *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015* (FRR);
- b. the *Australian Charities and Not-for-profits Commission Act 2012*; and
- c. Australian Accounting Standards and Interpretations – Simplified Disclosures issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period.

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

#### New Accounting Standards

All new/revised/amending standards and/or interpretations that were issued prior to the sign-off date and are applicable to future reporting periods are not expected to have a future material impact on the financial statements

#### Taxation

The RWTF is exempt from all forms of taxation except Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST). The Australian Taxation Office has advised that the RWTF is a 'financial supply provider', consequently GST is not charged on revenue. The RWTF has no entitlement to input tax credits. Expenses are GST inclusive.

#### Events After the Reporting Period

There was no subsequent event that had the potential to significantly affect the ongoing structure and financial activities of the RWTF.

### FINANCIAL PERFORMANCE

This section analyses the financial performance of the RWTF for the year ended 30 June 2024.

#### 1.1 Expenses

	2024	2023
	\$	\$
<b><u>1.1A: Employee benefits</u></b>		
Wages and salaries	231,376	200,989
Superannuation	35,632	27,268
Leave and other entitlements	(4,848)	5,868
<b>Total employee benefits</b>	<b>262,160</b>	<b>234,125</b>

#### **Accounting Policy**

Accounting policies for employee related expenses is contained in the People and Relationships section.

#### **1.1B: Suppliers**

##### **Goods and services supplied or rendered**

Audit Fees	22,000	22,000
Insurances	4,497	4,400
Miscellaneous expenses	2,246	1,225
Marketing and sponsorship	10,890	8,624
Direct debit administration fees	17,420	13,874
Group Life insurance underwriting	138,191	139,363
Web-Site and software fees	2,356	2,377
<b>Total goods and services supplied or rendered</b>	<b>197,600</b>	<b>191,863</b>
<b>Total suppliers</b>	<b>197,600</b>	<b>191,863</b>

#### **1.1C: Grants**

General and disaster relief grants	13,107	29,953
Base Welfare Grants Scheme	261,767	248,181
<b>Total grants</b>	<b>274,874</b>	<b>278,134</b>

#### **1.1D: Impairment loss on financial instruments**

Impairment on loans	4,168	13,411
<b>Total impairment on financial instruments</b>	<b>4,168</b>	<b>13,411</b>

#### **1.1E: Losses from loan re-measurement**

Loss from initial recognition of loans and receivables at fair value (refer Note 6.3)	816,556	742,447
<b>Total losses from loan re-measurement</b>	<b>816,556</b>	<b>742,447</b>

	2024	2023
	\$	\$
<b><u>1.1F: Resources received free of charge</u></b>		
Legal advice	-	17,570
<b>Total resources received free of charge</b>	<b>-</b>	<b>17,570</b>

**Accounting Policy**

The RWTF received resources free of charge in the form of legal advice from the Department of Defence. The associated revenue for resources received free of charge is recorded at note 1.2D

**Accounting Policy**Competitive Neutrality

The RWTF was established to provide benefits to eligible persons and does not carry out Government business activities on a commercial basis nor operate in a competitive, or potentially competitive, environment. Therefore it is not required to make Australian Income Tax Equivalent payments to the Government.

**1.2 Own-Source Revenue and gains****Own-Source Revenue**

	2024	2023
	\$	\$
<b><u>1.2A: Revenue from contracts with customers</u></b>		
Member contributions for Group Life insurance	191,052	192,001
Miscellaneous income	12	42
<b>Total Revenue from contracts with customers</b>	<b>191,064</b>	<b>192,043</b>

**Accounting Policy**

Revenue from the sale of goods is recognised when control has been transferred to the buyer.

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

Resources Received Free of Charge

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

Member contributions from Group Life Insurance

Revenue from Group Life Insurance premiums is recognised on an accruals basis.

Other Types of Revenue

A charge is recovered from loan applicants to help defray administrative expenses and to provide growth in the RWTF. These member contributions are recognised as income in the year the loan is made and form part of the outstanding loan amount.

	2024 \$	2023 \$
<b><u>1.2B: Loans revenue</u></b>		
Member contributions on loans	458,901	458,909
<b>Total fees and fines</b>	<b>458,901</b>	<b>458,909</b>
<b><u>1.2C: Interest</u></b>		
Deposits	138,693	74,811
Loan interest (refer Note 6.3)	790,508	560,712
<b>Total interest</b>	<b>929,201</b>	<b>635,523</b>

**Accounting Policy**

Interest revenue is recognised using the effective interest method.

	2024 \$	2023 \$
<b><u>1.2D: Resources received free of charge</u></b>		
Legal advice	-	17,570
<b>Total resources received free of charge</b>	<b>-</b>	<b>17,570</b>

**Accounting Policy**

Resources received free of charge are recognised as revenue when, and only when, a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense. Resources received free of charge are recorded as either revenue or gains depending on their nature. Refer also to note 1.1F.

**FINANCIAL POSITION**

This section analyses the RWTF's assets used to conduct its operations and the operating liabilities incurred as a result. Employee related information is disclosed in the People and Relationships section.

**2.1 Financial Assets**

	2024 \$	2023 \$
<b><u>2.1A: Cash and cash equivalents</u></b>		
Cash at bank	1,218,848	1,505,485
Term deposits	-	3,000,000
<b>Total cash and cash equivalents</b>	<b>1,218,848</b>	<b>4,505,485</b>

**Accounting Policy**

Cash is recognised at its nominal amount. Cash and cash equivalents includes:

- a. Cash on hand;
- b. Demand deposits in bank accounts with an original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value.

	2024	2023
	\$	\$
<b>2.1B: Investments</b>		
Term deposits	3,080,964	-
<b>Total cash and cash equivalents</b>	<b>3,080,964</b>	<b>-</b>

**Accounting Policy**

Investments includes deposits with financial institutions with an original maturity in excess of three months. Term deposits are recognised at amortised costs.

**2.1C: Loans and other receivables**

Members loans outstanding (refer Note 6.3)	7,413,986	7,192,326
Bank interest accrued	21,093	16,831
Employee receivable	7,614	-
<b>Total loans and other receivables (gross)</b>	<b>7,442,693</b>	<b>7,209,157</b>

**Less impairment allowance**

Loans	(20,000)	(20,000)
<b>Total loans and other receivables (net)</b>	<b>7,422,693</b>	<b>7,189,157</b>

**Accounting Policy***Financial Assets*

Trade receivables, loans and other receivables that are held for the purpose of collecting the contractual cash flows where the cash flows are solely payments of principal and interest, that are not provided at below-market interest rates, are subsequently measured at amortised cost using the effective interest method adjusted for any loss allowance. Employee receivable represents leave taken in excess of current entitlements, which will be recovered through normal employee service in the next twelve months.

**Reconciliation of the Impairment Allowance****Movements in relation to 2024**

	Loans	Total
	2024	2024
	\$	\$
<b>As at 1 July 2023</b>	<b>20,000</b>	<b>20,000</b>
Bad debts written off	(4,168)	(4,168)
Amounts recovered and reversed	-	-
Decrease recognised in surplus	4,168	4,168
<b>Total as at 30 June 2024</b>	<b>20,000</b>	<b>20,000</b>

**Movements in relation to 2023**

	Loans	Total
	2023	2023
	\$	\$
<b>As at 1 July 2022</b>	<b>20,000</b>	<b>20,000</b>
Bad debts written off	(13,411)	(13,411)
Amounts recovered and reversed	-	-
Decrease recognised in surplus	13,411	13,411
<b>As at 30 June 2023</b>	<b>20,000</b>	<b>20,000</b>

**Accounting Policy**

Financial assets are assessed for impairment at the end of each reporting period. This assessment has concluded that the risk of default on RWTF loans will remain extremely low, due to the unique environment in which the RWTF operates and as such, no change is required to the impairment allowance.

**PEOPLE AND RELATIONSHIPS**

This section describes a range of employment and post-employment benefits provided to our people and our relationships with other key people.

**3.1 Employee Provisions**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b><u>3.1A: Employee provisions</u></b>		
Leave	<b>16,503</b>	13,737
<b>Total employee provisions</b>	<b>16,503</b>	13,737

**Accounting Policy**

Liabilities for 'short-term employee benefits' and termination benefits expected within twelve months of the end of the reporting period are measured at their nominal amounts.

Other long-term employee benefits are measured as net total of the present value of the defined benefit obligation at the end of the reporting period minus the fair value at the end of the reporting period of plan assets (if any) out of which the obligations are to be settled directly.

Leave

The liability for employee benefits includes provision for annual and long service leave.

The leave liabilities are calculated on the basis of employees' remuneration at the estimated salary rates that will be applied at the time the leave is taken, including the RWTF's employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and inflation.

Superannuation

The RWTF makes employer contributions to the employees' personal superannuation schemes at the rate of 15.4%. Contributions during the period 1 July 2023 to 30 June 2024 are detailed at Note 1.1A.

The liability for superannuation recognised as at 30 June 2024 represents outstanding contributions.

**3.2 Key Management Personnel Remuneration**

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the Fund directly or indirectly, including any Trustee (whether executive or otherwise) of that Fund. The RWTF has determined the key management personnel to be the Trustees and the Minister for Defence Personnel.

Trustees are not entitled to receive from the RWTF any remuneration for any work done by them in relation to the administration of the RWTF. Under Part 2, Section 14 of the *Services Trusts Funds Act 1947*, a person who is a Trustee or a dependant of a Trustee shall not receive benefits from the Fund.

No Trustee has received any remuneration or other benefit during their tenure as a Trustee. Key management personnel remuneration excludes the remuneration and other benefits of the Minister for Defence Personnel. The Minister for Defence Personnel's remuneration and other benefits are set by the Remuneration Tribunal and are not paid by the Fund.

The following were Trustees during the financial year.

Principal Air Chaplain **J. COX**  
(Appointed 6 April 2022 - appointed Chair of Trustees 6 April 2022)

Air Commodore **G. PINDER**  
(Appointed 12 August 2020 – appointed Deputy Chair of Trustees 8 August 2023)

Air Commodore **G. VAN LEEUWEN, AM, CSM**  
(Appointed 1 April 2017 and resigned 8 August 2023)

Group Captain **A. BROADHEAD**  
(Appointed 8 December 2023)

Squadron Leader **C. MILTON**  
(Appointed 1 April 2017 and resigned 8 August 2023)

Squadron Leader **A. ERMAN**  
(Appointed 8 December 2023)

Squadron Leader **B. DUANE**  
(Appointed 8 December 2023)

Flight Lieutenant **P. NOBLE**  
(Appointed 8 December 2023)

Warrant Officer – Air Force **R. SWANWICK**  
(Appointed 16 March 2016)

Warrant Officer **R. SCOTT, AM**  
(Appointed 8 December 2023)

### 3.3 Related Party Disclosures

#### Related Party Relationships:

The Fund is an Australian Government controlled entity. Related parties to this entity are the Minister for Defence Personnel, Cabinet Ministers, Trustees, Key Management Personnel, and other Australian Government entities.

### Transactions with Related Parties:

Given the breadth of Government activities, related parties may transact with the government sector in the same capacity as ordinary citizens. Such transactions include the payment or refund of taxes, receipt of a Medicare rebate or higher education loans. These transactions have not been separately disclosed in this note.

Significant transactions with related parties can include:

- the payments of grants or loans;
- purchases of goods and services;
- asset purchases, sales transfers or leases;
- debts forgiven; and
- guarantees.

Giving consideration to relationships with related entities, and transactions entered into during the reporting period by the Fund, it has been determined that there are no related party transactions to be separately disclosed.

### MANAGING UNCERTAINTIES

This section analyses how the RWTF manages financial risks within its operating environment.

#### 4.1 Contingent Assets and Contingent Liabilities

The RWTF has no contingencies in either the current or the immediately preceding reporting periods therefore a Schedule for such items has not been included in the financial statements.

#### Accounting Policy

Contingent liabilities and contingent assets are not recognised in the statement of financial position but are reported in the notes. They may rise from uncertainty as to the existence of a liability or asset or represent an asset or liability in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain and contingent liabilities are disclosed when settlement is greater than remote.

#### 5.1 Financial Instruments

	2024	2023
	\$	\$
<b>5.1A: Categories of financial instruments</b>		
<b>Financial assets at amortised cost</b>		
Cash and cash equivalents	1,218,848	4,505,485
Investments	3,080,964	-
Loans	7,422,693	7,189,157
<b>Total financial assets at amortised cost</b>	<b>11,722,505</b>	<b>11,694,642</b>
<b>Total financial assets</b>	<b>11,722,505</b>	<b>11,694,642</b>
<b>Financial Liabilities</b>		
<b>Financial liabilities measured at amortised cost</b>		
Trade creditors and accruals	22,000	23,177
<b>Total financial liabilities measured at amortised cost</b>	<b>22,000</b>	<b>23,177</b>
<b>Total financial liabilities</b>	<b>22,000</b>	<b>23,177</b>



## **Accounting Policy**

### **Financial assets**

Under AASB 9 *Financial Instruments* the RWTF classifies its financial assets in the following category:

- a. financial instruments measured at amortised cost.

The classification depends on both the entity's business model for managing the financial assets and contractual cash flow characteristics at the time of initial recognition. Financial assets are recognised when the entity becomes a party to the contract and, as a consequence, has a legal right to receive or receive a legal obligation to pay cash and derecognised when the contractual rights to the cash flows from the financial asset expire or are transferred upon trade date.

### **Financial Assets at Amortised Cost**

Financial assets included in this category need to meet two criteria:

1. the financial asset is held in order to collect the contractual cash flows; and
2. the cash flows are solely payments of principal and interest (SPPI) on the principal outstanding amount.

### **Effective Interest Method**

Income is recognised on an effective interest rate basis for financial assets that are recognised at amortised cost

### **Impairment of Financial Assets**

Financial assets are assessed for impairment at the end of each reporting period based on Expected Credit Losses, using the general approach which measures the loss allowance based on an amount equal to lifetime expected credit losses where risk has significantly increased, or an amount equal to 12-month expected credit losses if risk has not increased.

The simplified approach for trade, contract and lease receivables is used. This approach always measures the loss allowance as the amount equal to the lifetime credit losses.

A write-off constitutes a derecognition event where the write-off directly reduces the gross carrying amount of the financial asset.

### **Financial liabilities**

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

#### **Financial Liabilities at Fair Value Through Profit or Loss**

Financial liabilities at fair value through profit or loss are initially measured at fair value.

Subsequent fair value adjustments are recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any interest paid on the financial liability.

#### **Financial Liabilities at Amortised Cost**

Financial liabilities, including borrowings, are initially measured at fair value, net of transaction costs. These liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective interest basis. Supplier and other payables are recognised at amortised cost. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced).

	2024 \$	2023 \$
<b>5.1B: Net gains and or losses on financial assets</b>		
<b>Financial assets at amortised cost</b>		
<b>Cash and cash equivalents</b>		
Bank Interest revenue	138,693	74,811
<b>Net gain from cash and cash equivalents</b>	<b>138,693</b>	<b>74,811</b>
<b>Loans and receivables</b>		
Members contributions on loans	458,901	458,909
Loan Interest revenue	790,508	560,712
Impairment expense	(4,168)	(13,411)
Loss on initial recognition of loans and receivables at fair value	(816,556)	(742,447)
<b>Net gains from loans and receivables</b>	<b>428,685</b>	<b>263,763</b>
<b>Net gains on financial assets at amortised cost</b>	<b>567,378</b>	<b>338,574</b>

<b>OTHER INFORMATION</b>
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**6.1 Current/Non-current distinction for assets and liabilities**

	2024 \$	2023 \$
<b>Assets expected to be recovered in:</b>		
<b>No more than 12 months</b>		
Cash and cash equivalents	1,218,848	4,505,485
Investments	3,080,964	-
Loans and other receivables	5,979,523	5,605,025
<b>Total no more than 12 months</b>	<b>10,279,335</b>	<b>10,110,510</b>
<b>More than 12 months</b>		
Loans and other receivables	1,443,170	1,584,132
<b>Total more than 12 months</b>	<b>1,443,170</b>	<b>1,584,132</b>
<b>Total assets</b>	<b>11,722,505</b>	<b>11,694,642</b>
<b>Liabilities expected to be settled in:</b>		
<b>No more than 12 months</b>		
Other payables	29,769	28,480
Employee provisions	-	6,301
<b>Total no more than 12 months</b>	<b>29,769</b>	<b>34,781</b>
<b>More than 12 months</b>		
Employee provisions	16,503	7,436
<b>Total more than 12 months</b>		
<b>Total liabilities</b>	<b>46,272</b>	<b>42,217</b>

## **6.2 Insurance**

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

## **6.3 Losses from Loan Re-Measurement and Loan Interest**

In accordance with AASB 9, the decision to provide a loan at no interest represents income foregone by the lender. The income foregone (or financial loss) should be recognised at the time of the decision to make the loan rather than over the life of the loan. Therefore the accounting standard requires that the loss be recognised at the time that the loan is made. After initial recognition, the loan should be treated consistent with a commercial loan (as represented by the recognition of interest revenue over the remaining life of the loan).

In accounting terms, AASB 9 requires that:

1. Financial assets issued at less than a market interest rate are required to be discounted to their fair value, with the difference between the issue price and the fair value (i.e. the financial loss for interest foregone) being recognised as a loss in the statement of comprehensive income and as a reduction in the value of the loan receivable; and
2. Over the life of the loan, a notional interest income is recognised as interest revenue in the statement of comprehensive income and an increase in the loan receivable.

## **6.4 Resources provided 'Free of Charge' to the Fund**

During the year the following resources were provided free of charge by the Department of Defence:

- a. Office accommodation with computer, telephone, postage and stationery support;
- b. Use of the Australian Defence Force pay system to recover loan repayments from serving Air Force members; and
- c. Assistance from Defence Force personnel on an ad-hoc basis.

The above resources cannot be reliably measured and have not been recognised in the financial statements.

## **6.5 Economic Dependency**

The RWTF receives economic support from the Department of Defence by way of the provision of administrative support, computer and communication facilities and office accommodation for the RWTF's Secretariat. However, the Trustees consider that in the event that the support provided by the Department of Defence was fully or partly withdrawn, the RWTF is in such a position that it could continue to provide benefits, although possibly at a reduced level, to eligible persons.

## **END OF FINANCIAL STATEMENTS**

## Royal Australian Air Force Welfare Trust Fund

### ANNUAL PERFORMANCE STATEMENT

The Trustees, as the accountable authority of the Royal Australian Air Force Welfare Trust Fund, present the 2023 – 2024 annual performance statement of the Royal Australian Air Force Welfare Trust Fund, as required under paragraph 39(1)(a) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act). In our opinion, this annual performance statement is based on properly maintained records, accurately reflects the performance of the entity, and complies with subsection 39(2) of the PGPA Act.

The purpose of the Royal Australian Air Force Welfare Trust Fund is to provide benefits for members of the Defence Forces who have served in, or in association with, the Royal Australian Air Force and to the dependants of such members.

The following activities, as detailed in the Royal Australian Air Force Welfare Trust Fund Corporate Plan for the reporting period 2023 - 2024, enabled the Fund to meet objectives.

Activity	Performance Monitoring and Measurement	Analysis
<b>LOW COST LOANS</b>		
<b>Objective:</b> Make low cost loans available to eligible persons.  <b>Results:</b> The Fund provided 2,070 loans to Air Force members totalling \$10,633,733.	<ol style="list-style-type: none"> <li>1. Compare current year financial data sets against previous year data sets and against cash flow forecasts.</li> <li>2. Review loan achievement compared with desired objective of at least 75% of loans being issued to aviators holding the rank of up to and including Corporal; and Officer Cadet to Flight Lieutenant.</li> <li>3. Review maintenance of real value of loans.</li> </ol>	<ol style="list-style-type: none"> <li>1. \$10,633,733 was loaned to Air Force members compared with \$10,504,414 in the previous year. This increase in loans issued is indicative of the competitive loans offered by the Fund as compared to those in the marketplace.</li> <li>2. 59.6% of loans approved were issued to aviators holding the rank of up to and including Corporal and 15.0% to Officer Cadet to Flight Lieutenant, bringing the combined total of 74.6%.</li> <li>3. The maximum value of the loan available to service personnel remains at \$5,500, to be reviewed in 2024-25.</li> </ol>

Activity	Performance Monitoring and Measurement	Analysis
	<ol style="list-style-type: none"> <li>4. Ensure that eligible persons have access to online applications.</li> <li>5. Achieve product awareness by ensuring a current RWTF information slide is included in induction information packs presented at 1RTU, OTS and initial employment training (IET) forums to explain the loan offering.</li> </ol>	<ol style="list-style-type: none"> <li>4. Members apply using a digital loan application. This application was upgraded and released in March 2020. The Board approved the development of a new bespoke Loans and Group Life Database which will further enhance the application process.</li> <li>5. RWTF information slides are included in induction information packs. This will be further enhanced in 2024-25 with release of refreshed marketing material including a printed brochure, posters, website and Chaplain PowerPoint presentation.</li> </ol>
<b>GRANTS TO INDIVIDUALS AND BASES</b>		
<p><b>Objective:</b> Make grants available to serving and ex-serving aviators who are suffering from financial hardship or make grants available to serving members suffering from the effects of natural disaster.</p> <p><b>Results:</b> The RWTF provided \$13,108 in support of serving members of the Air Force</p>	<ol style="list-style-type: none"> <li>1. Review instances of support provided against requests for support received.</li> <li>2. Review overall impact of grants to individuals on the Fund's financial operations.</li> <li>3. Grants to individuals impacted by natural disasters are effected within two working days of meeting eligibility criteria.</li> </ol>	<ol style="list-style-type: none"> <li>1. The Fund provided \$13,108 in support of five serving members of the Air Force facing unanticipated financial hardship associated with medical and travel costs.</li> <li>2. The decision to provide these hardship grants was taken in the knowledge that the Fund was able to assist members in accordance with its core charitable objectives, whilst ensuring the long term viability of the fund given its significant cash reserves.</li> <li>3. There were no natural disaster grants during 2023-24.</li> </ol>
<p><b>Objective:</b> Provide grants to Air Force Bases for welfare related projects. These projects or events should either enhance or improve amenity available to Air Force aviators and their families with a positive effect on morale.</p>	<ol style="list-style-type: none"> <li>1. Ensure expenditure is within the limits set by the RWTF Board.</li> <li>2. Review financial achievement and amenity improvement on bases receiving grants.</li> </ol>	<ol style="list-style-type: none"> <li>1. Grants to Bases were approved by the Board at the November 2023 Board meeting.</li> <li>2. The grants provided to Bases covered a wide range of welfare related activities and are expected to have a significant positive effect on the welfare and amenity of Air</li> </ol>

Activity	Performance Monitoring and Measurement	Analysis
<p><b>Results:</b> The sum of \$261,767 was approved and distributed among Air Force Bases for welfare related projects.</p>	<p>3. Review overall impact of grants to Bases on the Fund's financial operations.</p>	<p>Force members and their families.</p> <p>3. The budget allocated to Grants to Bases is determined in the context of ensuring the long term viability of the Fund and consideration of available cash reserves. Previous funding under the scheme must be acquitted before current grants are paid.</p>
<p><b>GROUP LIFE INSURANCE SCHEME</b></p>		
<p><b>Objective:</b> Provide permanent serving Air Force aviators with the opportunity to participate in a low cost insurance scheme.</p> <p><b>Results:</b> 6792 permanent Air Force members were participating in the scheme as at 30 June 24, a small increase in membership since last year. Increased awareness and uptake of the insurance offering is one objective of the refreshed marketing materials to be released in 2024-25.</p>	<p>1. Payments to nominated beneficiaries are effected within two working days of receipt of the nominated beneficiary bank account details.</p> <p>2. Achieve product awareness by ensuring a current RWTF information slide is included in induction information packs presented at 1RTU, OTS and IET forums to explain the insurance offering.</p>	<p>1. Five payments of \$15,000 were made to beneficiaries of deceased aviators within two working days where bank details were supplied when requested.</p> <p>2. RWTF information slides are included in induction information packs. This will be further enhanced in 2024-25 with release of refreshed marketing material including a printed brochure, posters, website and Chaplain PowerPoint presentation.</p>