

BOARD NEWS

November 2011

Edition 2

Dear Members

Welcome to the second edition of **BOARD NEWS**, a new Environmental Health Australia (South Australia) Incorporated. initiative aimed at keeping members informed.

As many of you were unable to attend the Annual General Meeting of Environmental Health Australia (South Australia) Incorporated on November 18th 2011, and we were unable to fully disclose our 2010/2011 financial report at the meeting due to presentations, the Board has decided to dedicate this edition of **BOARD NEWS** to keeping you informed, in line with our aims and objectives. Below are the 2011 President report, the Audited Financial Report for the period 2010/2011, and an introduction to the new Board for 2012:

PRESIDENT'S REPORT 2011

This year the EHA (SA) Inc Board has:

- *Met on 10 occasions;*
- *Had representation at all the Public and Environmental Health Council meetings;*
- *Been represented at the Department of Health's Memorandum of Understanding Work party and the various project teams;*
- *Represented the state on the National Board;*
- *Contributed to the Environmental Health Risk Management project;*
- *Undertaken consultation with members to develop 4 position papers of which we aim to have endorsed by the new Board in early 2012;*
- *Presented members position on Food Safety Ratings to the South Australia Parliament's Social Development Committee;*
- *Worked with SAPOL, SA Health and the LGA on the Clandestine Drug Lab procedure project;*

- *Developed one “Board News” which did not meet our promise of 2010 of quarterly updates to members;*
- *Liaised with the SIG and forum conveners to identify how best to met the needs of SIG members;*
- *Identified the framework for policy and procedure development and started to put in place the content of these documents;*
- *Sought funding from the LGA for a Training Research Project. We were unsuccessful but aim to continue to seek funding from other sources;*
- *Developed a “Parking Lot” of ideas which are reviewed regularly and implemented if appropriate;*
- *Included in our budgeting professional development for Executive Officer so she has the tools to effectively and efficiently undertake her duties*
- *Included a budget line for Research and development;*
- *Undertaken a survey of members to look at the current demographics of the membership. A report will be completed in early new year and will be made public and supplied to relevant stakeholders for future planning;*
- *We have also undertaken a survey of members and non members to seek feedback on what is good, bad and their expectations from the organisation. A response will also be completed early in the new year. The Board will take on board the feedback, address any issues and strategise where possible, to meet members expectations and the changes within our profession.*

To have representation at the many levels and on the various working groups outlined above, to develop policies and procedures and position papers that reflect the members thoughts and opinions all takes time. Time of which is in very short supply due to the very heavy work loads we all have. With that in mind I would like to thank the following for the time they have provided, for their commitment and their hard work in 2011:

- *Catarina Santos, Louise Jarvis, Catherine Sellars and Nicole Dodds for coordinating the excellent conference in Mount Gambier earlier this year;*
- *John Darzanos, Adrian Hill, Dane Abbott, Jamie Tan, Steve Sowter, Sally Modystach, Tina Marie Aghiana, Karin Prince, Cassie Tuck, Angela Sorger and Susan Bourne for their contribution to the various Special Interest Groups and forums;*
- *Melinda Coleshill for all the work on the Knowledge Base project. EHA did not seek funding from the LGA in 2011 but intend to seek funding in 2012 to update and deliver material that reflects the new Public Health Act;*
- *Thank you to the various people representing EHA SA Inc on the various working groups;*
- *To members of the Northern Alliance (from Tea Tree Gully, Salisbury and Playford) for volunteering and steering what looks to be a very exciting Conference in March 2012;*

- *To Mina our Executive & Public Officer for all her dedication to keeping EHA (SA) Inc. matters and the Board on track;*
- *And the outgoing Board:*
 - *Karen Rokicinski, (Vice President from Alexandrina),*
 - *Rebekah Schubert (Vice President),*
 - *Paul Kelly from Norman Waterhouse Lawyers,*
 - *Nicole Moore (From Onkaparinga),*
 - *Helen Psarras (from SA Health),*
 - *Sally Modystach,*
 - *Tony Pearson (who stepped down during the year after serving considerable time on the Board), and*
 - *Courtney Bartosak who too has stepped down. We thank them both for their hard work.*

If everyone bands together we can make a difference and be supportive of each other, especially in this particularly challenging era of Public and Environmental Health which holds multi layered challenges for all of us. Together we can learn, grow and improve.

On behalf of the out going Board, we would like also to thank members for their feedback and support throughout 2011 and EHA SA Inc looks forward to continuing to represent and unite the profession into 2012.

EXECUTIVE / PUBLIC OFFICERS FINANCIAL REPORT 2011

The Audited Financial Reports for the 2010 / 2011 financial year were prepared by Lee Green and Company Ltd, Fullarton Road Dulwich.

In summary the audited reports state that:

"We Lee Green & Co believe that the audit evidence we have obtained from the Executive & Public Officer is sufficient and appropriate to provide a basis for our audit opinion. This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act SA. And Present a true and fair view of the financial position of EHA (South Australia) Incorporated as at 30th June 2011 and its performance for the year ended on that date.

At the date of this statement there are reasonable grounds to believe that EHA SA INC will be able to pay its debts as and when they fall due.

OPERATING RESULT:

The profit after providing for income tax amounted to \$46,844.52.

*As Executive Officer I report that this profit after income tax stated by our Auditor **does not** include the National Office allocations which were paid, totaling \$27,368.40 and made in accordance with the National signed agreement, which therefore resulted in our remaining retained profit of **\$19,476.00**.*

Should any financial member wish to discuss this report below with me and obtain further detailed clarification as to our financial position please do not hesitate in contacting me.

ENVIRONMENTAL HEALTH AUSTRALIA (SOUTH AUSTRALIA) INCORPORATED

INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2011

| Note | 2011 \$ | 2010 \$ |
|---|------------|------------|
| INCOME | | |
| Grants | 22,592.00 | 18 |
| Memberships | 30,819.93 | 412 |
| | 53,411.93 | 430 |
| OTHER INCOME | | |
| Interest Received | 3,266.95 | 637 |
| seed funding | - | 10,125 |
| Conference Income | 70,606.93 | 60,855 |
| Seminar | 10,718.23 | - |
| Other Revenue | 324.62 | 1,380 |
| Gross profit from trading | 24,349.67 | - |
| | 109,266.40 | 72,997 |
| | 162,678.33 | 73,427 |
| EXPENDITURE | | |
| Accountancy Fees | 1,000.00 | - |
| Administration Costs | 723.60 | 242 |
| Bank Charges | 1,139.75 | 687 |
| Conference Expenses | 65,405.47 | 30,833 |
| Donations | 1,400.00 | 504 |
| Internet charges | 448.01 | 146 |
| I/T expenses | 446.63 | 193 |
| Insurance | 340.17 | - |
| Leave Provision accrual | 3,369.00 | 814 |
| Meeting Costs - board | 352.28 | 36 |
| Postage & shipping | 73.59 | 5 |
| Rent / home office reimbursement | 3,123.12 | 1,113 |
| Salaries & Wages | 32,722.53 | 9,296 |
| Storage Fees | 719.95 | 131 |
| Superannuation Contributions | 2,944.97 | - |
| Superannuation Contributions | - | 1,249 |
| Telephone | 908.34 | 224 |
| Travelling Expenses | 716.40 | - |
| | 115,833.81 | 45,473 |
| Profit before income tax | 46,844.52 | 27,954 |
| Profit for the year | 46,844.52 | 27,954 |
| Retained earnings at the beginning of the financial year | 27,953.69 | - |
| Retained earnings at the end of the financial year | 74,798.21 | 27,954 |

The accompanying notes form part of these financial statements.

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ENVIRONMENTAL HEALTH AUSTRALIA (SOUTH AUSTRALIA) INCORPORATED

**BALANCE SHEET
AS AT 30 JUNE 2011**

| | Note | 2011 \$ | 2010 \$ |
|--------------------------------------|------|------------------|------------------|
| ASSETS | | | |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | | 84,558.00 | 63,975 |
| Trade and other receivables | 2 | 10,572.09 | 2,279 |
| Inventories | 3 | 1,469.40 | - |
| TOTAL CURRENT ASSETS | | <u>96,599.49</u> | <u>66,254</u> |
| TOTAL ASSETS | | <u>96,599.49</u> | <u>66,254</u> |
| LIABILITIES | | | |
| CURRENT LIABILITIES | | | |
| Sundry Creditors | | 738.55 | 207 |
| Trade Creditors | | 1,155.30 | - |
| GST Payable | | 637.89 | 638 |
| Other Taxes - PAYG | | 792.00 | 792 |
| Provision for Holiday Pay | | 6,948.00 | 5,160 |
| Provision for Sick Leave | | 4,846.00 | 4,202 |
| Employee Benefits | | 3,395.00 | 2,458 |
| Provision for Income Tax | 4 | (200.00) | (200) |
| Income in Advance | | 3,255.54 | 25,043 |
| TOTAL CURRENT LIABILITIES | | <u>21,568.28</u> | <u>38,300</u> |
| NON-CURRENT LIABILITIES | | | |
| GST Adjustments | | 233.00 | - |
| TOTAL NON-CURRENT LIABILITIES | | <u>233.00</u> | <u>-</u> |
| TOTAL LIABILITIES | | <u>21,801.28</u> | <u>38,300</u> |
| NET ASSETS | | <u>74,798.21</u> | <u>27,954.00</u> |
| MEMBERS' FUNDS | | | |
| Retained earnings | 5 | 74,798.21 | 27,954 |
| TOTAL MEMBERS' FUNDS | | <u>74,798.21</u> | <u>27,954</u> |

The accompanying notes form part of these financial statements.

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ENVIRONMENTAL HEALTH AUSTRALIA (SOUTH AUSTRALIA) INCORPORATED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2011

| | 2011 \$ | 2010 \$ |
|--|------------------|---------------|
| 2 Trade and Other Receivables | | |
| Current | | |
| Sundry Debtors | - | 2,279 |
| Trade Debtors | 10,571.85 | - |
| GST Receivable | 0.24 | - |
| | <u>10,572.09</u> | <u>2,279</u> |
| 3 Inventories | | |
| Current | | |
| Stock On Hand | <u>1,469.40</u> | - |
| 4 Tax | | |
| Liabilities | | |
| Current | | |
| Provision for Income Tax | <u>(200.00)</u> | <u>(200)</u> |
| 5 Retained Earnings | | |
| Retained earnings at the beginning of the financial year | 27,953.69 | - |
| Net profit attributable to the association | <u>46,844.52</u> | <u>27,954</u> |
| Retained earnings at the end of the financial year | <u>74,798.21</u> | <u>27,954</u> |

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF ENVIRONMENTAL HEALTH AUSTRALIA (SOUTH
AUSTRALIA) INCORPORATED**

Auditors' Opinion

In our opinion, the financial report of Environmental Health Australia (South Australia) Incorporated presents fairly, in all material respects the financial position of Environmental Health Australia (South Australia) Incorporated as of 30 June 2011 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the Associations Incorporation Act SA 1985.

Name of Firm: LEE GREEN & Co Pty LTD

Name of Partner: DAVID CHARLESWORTH

② Charlesworth
Address: Level 1, 190 Fullarton Rd, Dulwich SA 5065

Dated this 9th day of November 2011

NEW PRESIDENT'S ADDRESS

I am sure I speak for members of EHA SA in thanking those who have nominated or renominated and been duly elected to the 2012 board for their contribution, enthusiasm and efforts in coordinating, planning and representing the Environmental Health Profession here in South Australia and Nationally.

The 2012 Board (which is mostly the old Board and two new members) are:

- Karen Rokicinski - from District Council of Alexandrina and has been on the Board since 2008;*
- Rebekah Schubert from the City of Port Adelaide Enfield is going into her third year on the Board;*
- Nicole Moore - from the City of Onkaparinga. Nicole came onto the Board in April 2009;*
- Helen Psarras from the Department of Health. Helen also came onto the Board mid 2009;*
- Paul Kelly from Normans. Paul nominated as a member of branch Council in 2003 and stepped down 2005. He had a short break and resumed on the Board in 2010. We thank you for continuing on;*
- Sally Modystach – from Health Environs. This will be Sally's second term;*
- Louise Jarvis – is a new member from the City of Mount Gambier;*
- Angela Sorger – also a new member to the Board from District Council of Alexandrina*

In 2012 this newly elected Board will continue to communicate with members and represent members in a united fashion to our stakeholders. We will continue with the development and delivery of:

- Environmental Health Australia South Australia Incorporated Policies and Procedures;*
- Promoting our Position Papers and the development others if identified;*
- Reviewing and incorporating strategies identified in the Marketing Plan "Adjust and Accelerate" presented at 2009's AGM;*
- Start planning toward the end of the year for the National Conference scheduled to be held here in South Australia in 2014;*
- A Tele conference facility so Board members are able to attend meetings without leaving their offices, thus saving on travelling time and encouraging regional members to take up positions;*
- We also aim to further investigate and hopefully implement an internet network system where members can attend SIG meetings over the internet without leaving their office. We hope this will free up time for all members and provide an avenue for regional members to attend and contribute to SIG meetings.*

The Board represents you, the members and we endeavour to advocate for the profession. We will continue to work with our stakeholders, including SA Health on the implementation of the Public Health Act and outcomes of the MOU Working Party.

On a National Level

On Friday 2 December 2011 the National Board of Environmental Health Australia will be held in Sydney. The new constitution will be on the agenda. An update will be provided in the next edition of **BOARD NEWS**.

We seek assistance with:

From time to time there are things that need to be done in order to either keep our house in order and/or to move forward. Often the ones that put their hand up are the same old ones and we often get burn out. Many hands make light work and your help and contribution to making these things happen is valued and appreciated. It is also an ideal opportunity for a new graduate entering the profession to develop skills not learnt at University and or use skills you have learnt and help out. Below is a list of areas we need assistance with. If you are interested in helping out, or would like more information, please contact either myself, Susan Bennett (on 0419 863 024) or Mina Labaz (on 8271 9885).

We will list areas we need assistance with in each edition of **BOARD NEWS** so stay tuned. At the moment we need assistance with:

- **New Food SIG convener(s);**
- **2013 State Conference conveners;**
- **Training and development;**
- **Convenor(s) for the 2014 National Conference.**

As I close, the Board would like to wish members a very Merry and safe Christmas and a wonderful New Year.

Our intent is to continue to communicate with our members and stakeholders in a consistent manner so as to reflect the values of the Environmental Health Australia South Australia Incorporated. Either through **EHNEWS** or **BOARD NEWS** we aim to keep you informed of the organisation's achievements, any special notices or information and areas where we seek your assistance.



Susan Bennett

President EHA SA Inc. on behalf of the SA Board
30th November 2011