



**Government of South Australia**  
Millicent and Districts Health  
Advisory Council Inc.

# Millicent Hospital Advisory Council Inc.

## 2016-17 Annual Report

Millicent & Districts Health Advisory Council Inc

C/- Millicent & District Hospital & Health Service  
Mount Gambier Road, Millicent SA 5280

[Millicent and Districts Health Advisory Council Inc. :: SA Health](#)

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**Date presented to Minister:** 26 September 2017

To:  
Hon Peter Malinauskas MLC  
Minister for Health  
Minister for Mental Health and Substance Abuse

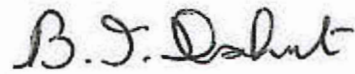
This annual report is presented to Parliament to meet the statutory reporting requirements of the *Public Sector Act 2009*, the *Public Finance and Audit Act 1987* and the *Health Care Act 2008* and meets the requirements of Premier and Cabinet Circular *PC013 Annual Reporting*.

This report is verified to be accurate for the purposes of annual reporting to the Parliament of South Australia.

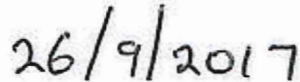
Submitted on behalf of the Millicent Hospital Advisory Council by:

Glenn Brown

Presiding Member



Signature



Date

## Contents

<b>Contents</b> .....	<b>3</b>
<b>Section A: Reporting required under the <i>Public Sector Act 2009</i>, the <i>Public Sector Regulations 2010</i> and the <i>Public Finance and Audit Act 1987</i></b> .....	<b>4</b>
Agency purpose or role .....	4
Objectives .....	4
Key strategies and their relationship to SA Government objectives .....	4
Agency programs and initiatives and their effectiveness and efficiency .....	4
Legislation administered by the agency .....	4
Organisation of the agency .....	4
Other agencies related to this agency (within the Minister’s area/s of responsibility) .....	5
Employment opportunity programs .....	5
Agency performance management and development systems .....	5
Occupational health, safety and rehabilitation programs of the agency and their effectiveness .....	5
Fraud detected in the agency .....	6
Strategies implemented to control and prevent fraud .....	6
Whistle-blowers’ disclosure .....	6
Executive employment in the agency .....	6
Consultants .....	7
Financial performance of the agency .....	7
Other information requested by the Minister(s) or other significant issues affecting the agency or reporting pertaining to independent functions.....	7
<b>Section B: Reporting required under any other act or regulation</b> .....	<b>8</b>
Health Care Act 2008 .....	8
Reporting required under the <i>Carers’ Recognition Act 2005</i> .....	8
<b>Section C: Reporting of public complaints as requested by the Ombudsman</b> ...	<b>9</b>
<b>Appendix: Audited financial statements 2016-17</b> .....	<b>10</b>

## **Section A: Reporting required under the *Public Sector Act 2009*, the *Public Sector Regulations 2010* and the *Public Finance and Audit Act 1987***

### **Agency purpose or role**

The Health Advisory Council was established by the then Minister for Health and Ageing to undertake an advocacy role on behalf of the community and to provide advice in relation to health matters, amongst other functions.

The constitution is available at [Millicent and Districts Health Advisory Council Inc. :: SA Health](#)

### **Objectives**

The Health Advisory Council undertakes an advocacy role on behalf of the community.

### **Key strategies and their relationship to SA Government objectives**

The Health Advisory Council undertakes an advocacy role on behalf of the community.

### **Agency programs and initiatives and their effectiveness and efficiency**

The Health Advisory Council undertakes an advocacy role on behalf of the community.

### **Legislation administered by the agency**

The Health Advisory Council undertakes an advocacy role on behalf of the community.

### **Organisation of the agency**

Health Advisory Councils in country South Australia undertake an advocacy role on behalf of the community. The Country Health SA Local Health Network Health Advisory Council Inc (Governing Council) acts as an 'umbrella body' for other Health Advisory Councils, providing advice from a whole of country perspective.

Regional Presiding Member representatives also come together as the Presiding Member Panel to facilitate communication exchange between the local Health Advisory Councils and the Governing Council.

Membership of the Health Advisory Council can include:

- Up to eight community members
- Nominee of Local Government
- A local Member of Parliament or their nominee
- A medical practitioner member
- A worker from Country Health SA Local Health Network

A list of current members is available at:

[Millicent and Districts Health Advisory Council Inc. :: SA Health](#)

### **Other agencies related to this agency (within the Minister's area/s of responsibility)**

Country Health SA Local Health Network Inc

Country Health SA Local Health Network Health Advisory Council Inc (Governing Council)

Mount Gambier Health Advisory Council Inc

Naracoorte Health Advisory Council Inc

Penola Health Advisory Council Inc

Bordertown Health Advisory Council Inc

Kingston Health Advisory Council Inc

### **Employment opportunity programs**

The Health Advisory Council consists of volunteers who undertake an advocacy role on behalf of the community.

### **Agency performance management and development systems**

The Health Advisory Council consists of volunteers who undertake an advocacy role on behalf of the community.

### **Occupational health, safety and rehabilitation programs of the agency and their effectiveness**

The Health Advisory Council consists of volunteers who undertake an advocacy role on behalf of the community.

**Fraud detected in the agency**

Category/nature of fraud	Number of instances
Nil	0

**Strategies implemented to control and prevent fraud**

Health Advisory Councils have specific functions and powers as defined in the *Health Care Act 2008* and the Constitution (for incorporated Health Advisory Councils or Rules (for non incorporated Health Advisory Councils), including actions that cannot be undertaken without the approval of the Minister.

Health Advisory Councils are instrumentalities of the Crown and subject to relevant Department of Treasury and Finance Treasurers Instructions.

The Constitutions/Rules identify the actions to be undertaken in the event of a conflict of interest. All declared conflicts of interest are reported to the Minister for Health through Country Health SA Local Health Network Inc.

Data for the past five years is available at:

<https://data.sa.gov.au/data/dataset/resources/country-health-sa-local-health-network>

**Whistle-blowers' disclosure**

Number of occasions on which public interest information has been disclosed to a responsible officer of the agency under the *Whistle-blowers' Protection Act 1993* 0

Data for the past five years is available at:

<https://data.sa.gov.au/data/dataset/resources/country-health-sa-local-health-network>

**Executive employment in the agency**

The Health Advisory Committee consists of volunteers who undertake an advocacy role on behalf of the community.

Data for the past five years is available at:

<https://data.sa.gov.au/data/dataset/resources/country-health-sa-local-health-network>

**Appendix: Audited financial statements 2016-17**

If the HAC is unincorporated, instead of 'Not Applicable at the end of the document under this Appendix, please state:

As the Health Advisory Council is unincorporated, its assets and liabilities are included in the financial reports of Country Health SA Local Health Network Health Advisory Council Inc.

## Consultants

The following is a summary of external consultants that have been engaged by the agency, the nature of work undertaken and the total cost of the work undertaken.

Consultants	Purpose	Value
All consultancies below \$10,000 each Nil.	Purpose (combined)	0
<b>Consultancies above \$10,000 each</b>		
Nil.		0
<b>Total all consultancies</b>		<b>\$0</b>

Data for the past five years is available at:

<https://data.sa.gov.au/data/dataset/resources/country-health-sa-local-health-network>

See also <https://www.tenders.sa.gov.au/tenders/index.do> for a list of all external consultancies, including nature of work and value. See also the Consolidated Financial Report of the Department of Treasury and Finance <http://treasury.sa.gov.au/> for total value of consultancy contracts across the SA Public Sector.

## Financial performance of the agency

The following is a brief summary of the overall financial position of the agency. The information is unaudited. Full audited financial statements for 2016-17 are attached to this report.

Donations and proceeds from fundraising activities received by the Health Advisory Council are held in its Gift Fund Trust. Distributions made from this trust must be to or for the benefit of the local public health service. A minimum distribution from the fund must be made annually in order to comply with the Australian Taxation Office guidelines. The net assets of the Gift Fund Trust as at 30 June 2017 were \$88,000.

The Health Advisory Council is also the registered proprietor of various land and buildings utilised by the local health service. As at 30 June 2017 the net assets of the Health Advisory Council were \$13,371,000.

## Other financial information

Nil to report

## Other information requested by the Minister(s) or other significant issues affecting the agency or reporting pertaining to independent functions

Nil to report

## **Section B: Reporting required under any other act or regulation**

### **Health Care Act 2008**

Part 4 Health Advisory Councils, Division 2 Functions and Powers, 18 Functions

The Health Advisory Council acts as an advocate to promote the interests of the community.

- Participate in selection process associated with the selection of newly appointed Executive Officer/Director of Nursing.
- Submissions provided to Inquiry into Regional Health Services Fortieth Report of the Social Development Committee.
- Participated in the South East Health Service Combined Health Advisory Council Meeting on 6 October 2016 with guest speakers namely Rebecca Graham, Acting Chief Executive Officer Country Health SA Local Health Network (CHSALHN), Yvonne Warncken, Chief Finance Officer CHSALHN and Peter Blacker, Presiding Member CHSALHN Health Advisory Council.
- Participated in the South East Health Service Combined Health Advisory Council Meeting on 8 March 2017.
- The Health Advisory Council also sent out letters to Community Groups inviting a member of their club/group to be involved on the Health Advisory Council of the Millicent and District Hospital and Health Services.

### **Reporting required under the *Carers' Recognition Act 2005***

Not Applicable.



## **Section C: Reporting of public complaints as requested by the Ombudsman**

### **Summary of complaints by subject**

A whole of SA Health response is provided in the Department for Health and Ageing 2016 17 Annual Report, which can be accessed on the SA Health website.

Data for the past five years is available at:

<https://data.sa.gov.au/data/dataset/resources/country-health-sa-local-health-network>

### **Complaint Outcomes**

A whole of SA Health response is provided in the Department for Health and Ageing 2016 17 Annual Report, which can be accessed on the SA Health website.

## **Appendix: Audited financial statements 2016-17**

David Chant FCPA  
Simon Smith FCPA  
David Sullivan CPA  
Jason Seidel CA  
Renae Nicholson CA  
Tim Muhlhausler CA  
Aaron Coonan CA  
Luke Williams CPA

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under Professional Standards Legislation

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE MILLICENT AND DISTRICTS HEALTH ADVISORY COUNCIL INC. GIFT FUND TRUST

### Scope

### Report on the Financial Report

We have audited the accompanying financial report of Millicent and Districts Health Advisory Council Inc. Gift Fund Trust (the Gift Fund Trust), which comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising summary of significant accounting policies and other explanatory information, and the statement by the presiding member and operational finance manager.

### Health Advisory Council's Responsibility for the Financial Report

The Gift Fund Trust is responsible for the preparation of the financial report that gives a true and fair view in accordance with the Health Care Act 2008, Treasurer's Instructions promulgated under the provisions of the Public Finance and Audit Act 1987, Department of Health Accounting Policies, applicable Accounting Standards and other mandatory professional reporting requirements in Australia. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

### Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedure to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Gift Fund Trust's preparation of the financial report that gives a true and fair view 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 Gift Fund Trust's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Gift Fund Trust, as well as evaluating the overall presentation of the financial report.

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

## Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

## Audit Opinion

In our opinion, the financial report of Millicent and Districts Health Advisory Council Inc. Gift Fund Trust presents fairly in accordance with Treasurer's Instructions promulgated under the provisions of the Public Finance and Audit Act 1987, Department of Health Accounting Policies, the Health Care Act 2008, applicable Accounting Standards and other mandatory professional reporting requirements in Australia, the financial position of Millicent and Districts Health Advisory Council Inc. Gift Fund Trust as at 30 June 2017 and the results of its operations and its cash flows for the year then ended.

## GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS



**Tim Muhlhausler** CA, Registered Company Auditor  
Partner

8 / 9 / 2017

MILLICENT AND DISTRICTS HEALTH ADVISORY COUNCIL INC GIFT FUND TRUST  
 STATEMENT OF COMPREHENSIVE INCOME  
 For the year ended 30 June 2017



	Note	2017 \$'000	2016 \$'000
<b>Expenses</b>			
Grants and subsidies	4	8	7
<b>Total expenses</b>		<b>8</b>	<b>7</b>
<b>Income</b>			
Other revenue	5	30	4
<b>Total income</b>		<b>30</b>	<b>4</b>
<b>Net cost of providing services</b>		<b>(22)</b>	<b>3</b>
<b>Net result</b>		<b>22</b>	<b>(3)</b>
<b>Total comprehensive result</b>		<b>22</b>	<b>(3)</b>

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

MILLICENT AND DISTRICTS HEALTH ADVISORY COUNCIL INC GIFT FUND TRUST  
STATEMENT OF FINANCIAL POSITION  
As at 30 June 2017

Galpins

	Note	2017 \$ '000	2016 \$ '000
<b>Current assets</b>			
Cash and cash equivalents	6	88	65
Receivables	7	-	1
<b>Total current assets</b>		<b>88</b>	<b>66</b>
<b>Total assets</b>		<b>88</b>	<b>66</b>
<b>Net assets</b>		<b>88</b>	<b>66</b>
<b>Equity</b>			
Retained earnings		88	66
<b>Total equity</b>		<b>88</b>	<b>66</b>

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

MILLICENT AND DISTRICTS HEALTH ADVISORY COUNCIL INC GIFT FUND TRUST  
STATEMENT OF CHANGES IN EQUITY  
For the year ended 30 June 2017

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Galpins

	Note	Retained earnings \$ '000	Total equity \$ '000
Balance at 30 June 2015		69	69
Net result for 2015-16		(3)	(3)
Total comprehensive result for 2015-16		(3)	(3)
Balance at 30 June 2016		66	66
Net result for 2016-17		22	22
Total comprehensive result for 2016-17		22	22
Balance at 30 June 2017		88	88

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

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**MILLICENT AND DISTRICTS HEALTH ADVISORY COUNCIL INC GIFT FUND TRUST**  
**STATEMENT OF CASH FLOWS**  
**For the year ended 30 June 2017**

**Galpins**

	Note	2017 \$ '000	2016 \$ '000
<b>Cash flows from operating activities</b>			
<b>Cash outflows</b>			
Payments of grants and subsidies		(8)	(8)
<b>Cash used in operations</b>		<u>(8)</u>	<u>(8)</u>
<b>Cash inflows</b>			
GST recovered		1	-
Other receipts		30	4
<b>Cash generated from operations</b>		<u>31</u>	<u>4</u>
<b>Net cash provided by / (used in) operating activities</b>		<u>23</u>	<u>(4)</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		23	(4)
Cash and cash equivalents at the beginning of the period		65	69
<b>Cash and cash equivalents at the end of the period</b>	6	<u>88</u>	<u>65</u>

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



## 1 Objectives of Millicent and Districts Health Advisory Council Inc Gift Fund Trust

The Millicent and Districts Health Advisory Council Inc Gift Fund Trust (the Trust) was established by virtue of a deed executed between the Department for Health and Ageing and the Millicent and Districts Health Advisory Council Inc (the Trustee).

The Trust is a public ancillary fund and has been endorsed by the Australian Taxation Office as a Deductible Gift Recipient (DGR).

The Trust is established to:

- seek, collect and administer donations and bequests, to be used for the benefit of the local area health services that are DGRs
- undertake fundraising activities, the proceeds from which are to be used for the benefit of the local area health services that are DGRs

### 1.1 Reporting entity

The financial statements include all controlled activities of the Trust.

The Trust does not control any other entity and has no interests in unconsolidated structured entities.

## 2 Summary of significant accounting policies

### 2.1 Statement of compliance

These financial statements have been prepared in compliance with section 23 of the *Public Finance and Audit Act 1987*.

The financial statements are general purpose financial statements. The accounts have been prepared in accordance with relevant Australian Accounting Standards (Reduced Disclosure Requirements) and comply with Treasurer's Instructions and accounting policy statements promulgated under the provisions of the *Public Finance and Audit Act 1987*.

The Trust has applied Australian Accounting Standards that are applicable to not-for-profit entities, as the Trust is a not-for-profit entity.

### 2.2 Basis of preparation

The preparation of the financial statements requires:

- the use of certain accounting estimates and requires management to exercise its judgment in the process of applying the Trust's accounting policies. The areas involving a higher degree of judgment or where assumptions and estimates are significant to the financial statements are outlined in the applicable notes;
- accounting policies to be selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events are reported; and
- compliance with Accounting Policy Statements issued pursuant to section 41 of the *Public Finance and Audit Act 1987*.

The financial statements have been prepared based on a 12 month period and are presented in Australian currency.

### 2.3 Comparative information

The presentation and classification of items in the financial statements are consistent with prior periods except where specific accounting standards and/or accounting policy statements have required a change, or as otherwise noted.

The restated comparative amounts do not replace the original financial statements for the preceding period.

### 2.4 Rounding

All amounts in the financial statements are rounded to the nearest thousand dollars (\$'000).

### 2.5 Taxation

The Trust is not subject to income tax but is liable for goods and services tax (GST).

Income, expenses and assets are recognised net of the amount of GST except:

- when the GST incurred on a purchase of goods or services is not recoverable from the Australian Taxation Office (ATO), in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item applicable; and
- receivables and payables, which are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the Statement of Financial Position.

Cash flows are included in the Statement of Cash Flows on a gross basis, and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the ATO is classified as part of operating cash flows.

**2.6 Events after the reporting period**

Adjustments are made to amounts recognised in the financial statements, where an event occurs after 30 June and before the date the financial statements are authorised for issue, where those events provides information about conditions that existed at 30 June.

Note disclosure is made about events between 30 June and the date the financial statements are authorised for issue, where the events relate to a condition which arose after 30 June, and which may have a material impact on the results of subsequent years.

**2.7 Current and non-current classification**

The Trust has a clearly defined operating cycle of 12 months. Assets and liabilities that are to be sold, consumed or realised as part of the normal operating cycle even when they are not expected to be realised within 12 months after the reporting date have been classified as current assets or current liabilities. All other assets and liabilities are classified as non-current.

**3 New and revised accounting standards and policies**

The Trust did not voluntarily change any of its accounting policies during 2016-17.

**4 Grants and subsidies**

	Note	2017 \$'000	2016 \$'000
Other		8	7
<b>Total grants and subsidies</b>		<b>8</b>	<b>7</b>

**5 Other revenues/income**

	2017 \$'000	2016 \$'000
Donations	30	4
<b>Total other revenues</b>	<b>30</b>	<b>4</b>

**6 Cash and cash equivalents**

	2017 \$'000	2016 \$'000
Cash at bank or on hand - non-government financial institutions	88	65
<b>Total cash</b>	<b>88</b>	<b>65</b>

**7 Receivables**

Current	Note	2017 \$'000	2016 \$'000
GST recoverable		-	1
<b>Total current receivables</b>		<b>-</b>	<b>1</b>
<b>Total receivables</b>		<b>-</b>	<b>1</b>

**8 Financial instruments / financial risk management**

**8.1 Financial risk management**

Risk management is managed by the Department for Health and Ageing's Risk and Assurance Services section and risk management policies are in accordance with the *Risk Management Policy Statement* issued by the Premier and Treasurer and the principles established in the *Australian Standard Risk Management Principles and Guidelines*.

The Trust's exposure to financial risk (liquidity risk, credit risk and market risk) is low due to the nature of the financial instruments held. There have been no changes in risk exposure since the last reporting period.

## 8.2 Categorisation of financial instruments

Details of the significant accounting policies and methods adopted including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised with respect to each class of financial asset, financial liability and equity instrument are disclosed in Note 2 or the respective financial asset / financial liability note.

The carrying amounts of each of the following categories of financial assets and liabilities: Held-to-maturity investments; receivables; and financial liabilities measured at cost are detailed below.

Category of financial asset and financial liability	Notes	2017 Carrying amount/ Fair value \$'000	2016 Carrying amount/ Fair value \$'000
<b>Financial assets</b>			
Cash and equivalent			
Cash and cash equivalents	6	88	65
<b>Total financial assets</b>		<b>88</b>	<b>65</b>

<sup>(1)</sup> Receivables and payables disclosed here exclude statutory receivables and payables such as GST receivables and payables.

## 9 Remuneration of Council members

The total remuneration received or receivable by members was nil. In accordance with the *Department of Premier and Cabinet Circular No. 016*, government employees did not receive any remuneration for council member duties during the financial year. Unless otherwise disclosed, transactions between members are on conditions no more favourable than those that it is reasonable to expect the entity would have adopted if dealing with the related party at arm's length in the same circumstances.

## 10 Related party transactions

The Trust is a government administrative unit and is wholly owned and controlled by the Crown.

Related parties of the Trust include all key management personnel and their close family members; all Cabinet Ministers and their close family members; and all public authorities that are controlled and consolidated into the whole of government financial statements and other interests of the Government.

### Key Management Personnel

Key management personnel of the the Trust includes the Ministers, the Chief Executive of the Department, Chief Executive Officer of Country Health SA Local Health Network and the members of the Advisory Council.

There were no transactions with key management personnel and other related parties that require disclosure.

## 11 Events after balance date

The Trust is not aware of any material events occurring between the end of the reporting period and when the financial statements were authorised.

**MILLICENT AND DISTRICTS HEALTH ADVISORY COUNCIL INC GIFT FUND TRUST**

**CERTIFICATION OF THE FINANCIAL STATEMENTS**

We certify that the:

- financial statements of Millicent and Districts Health Advisory Council Inc Gift Fund Trust:
  - are in accordance with the accounts and records of the authority; and
  - comply with the relevant Treasurer's instructions; and
  - comply with the relevant accounting standards; and
  - present a true and fair view of the financial position of the authority at the end of the financial year and the result of its operations and cash flows for the financial year.
  
- Internal controls employed by Millicent and Districts Health Advisory Council Inc Gift Fund Trust over its financial reporting and its preparation of the financial statements have been effective throughout the financial year.



Glenn Brown  
Presiding Member of the Millicent and Districts Health  
Advisory Council Inc (the Trustee)

4 / 9 / 2017



Jamin Woolcock  
Chief Finance Officer

5 / 9 / 2017