

2014 - 2015 Annual Report



Environmental Health Professionals Australia Limited

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The EHPA board has been developing our organisational structures and systems for good governance, financial management and strategic planning and to ensure the long term sustainability of the organisation. With this in mind I am pleased to present to our members EHPA's Vision, Mission and Values statement. These have been developed in consultation with the SIG's and Regional Groups and will be incorporated into EHPA's Business Plan. It is anticipated that both the Vision, Mission and Values statement and Business will be adopted at our next board meeting in June and thereafter made available to members on the EHPA website. It is important to remember that these statements need to be concise and serve to clearly articulate what we stand for and value and where we want to be: –

Vision

Protect and improve our Environments for Health

Mission Statement

We achieve our vision by:

- Promoting and supporting Environmental Health Professionals;
- Developing best practice standards and excellence in professional practice;
- Advocating and collaborating with stakeholders to improve health outcomes; and
- Inspiring our members to be leaders in their communities.

Values

- Professionalism and integrity;
- Ethical and transparent Governance;
- Accountability;
- Responsiveness to change;
- Sustainability;
- Collaboration;
- Innovation and resourcefulness; and
- Excellence and Best Practice.

Key Strategic Areas

In achieving our vision, mission and commitment to our members the business plan sets EHPA's objectives under six key strategic areas: –

- Planning and development
- Financial management
- Governance
- Professional development
- Advocacy and policy development
- Communication and promotion

The success of delivering EHPA's business plan relies on the volunteering and contribution of all members. It is through working together and supporting our professional association that we can continue to build and grow the profession.

Presidents Report

The board of EHPA has continued to focus on building its organisational structures and governance. The board together with Regional Group Secretaries and SIG Convenors conducted business planning in June to develop 2 year Business Plans for the Board and SIGs. The board is keen to ensure the sustainability and financial integrity of EHPA and are working hard to continuously plan and deliver projects, professional development opportunities, building partnership with key stakeholders, responding to emerging issues and advocating on behalf of the Environmental Health profession.

The following are the key achievement over the 2014/15 period: -

- Reviewed and developed EHPA's
 - Key Strategic Priorities and Business Plan
 - Planning and Development
 - Financial Management
 - Governance
 - Professional Development
 - Advocacy and Policy Development
 - Communication and Promotion
 - Annual calendar of events
 - Organisational Structure
 - Roles and responsibilities for board directors and office holders
 - Allocation of portfolio
 - Terms of Reference for SIGs and Regional Groups
- Implemented outcomes from the Working Together Workshop
- Re-accredited nationally as a recognised Registered Training Organisation
- Delivered Professional Development Forums and Courses
 - Food SIG forum
 - Public Health and Wellbeing SIG Nuisance Forum
 - Environmental SIG workshops
 - Aboriginal Health workshop
- Delivered accredited training
 - Public Health Emergency Management
 - Infection control in the personal care and body art industry
- Plan and delivered EHPA's annual Professional Development Symposium
- Working with DHHS to deliver a sustainable model for professional development
- Conducted Member Surveys to better inform EHPA on service planning and delivery
- Participated in the reaccreditation of the Bachelor Degree course at Swinburne University of Technology
- Developed CPEH Scheme.
 - Committee formed / Terms of Reference
 - Policy / Criteria / Process
 - Ethics and standards of practice
- Conduct a review of the RTO
 - RTO management and governance structures as required by ASQA
- Developed a mentoring program

Presidents Report continued

- Created on-line forums for posting and viewing personal and SIG/Regional group messages on EHPAs website
- Created EHPAs Document Management system

The following are some of the future opportunities and challenges: -

- Expansion of EHPA Training Services (RTO)
- Members Survey – conducting analysis and preparing a report for the board and members
- Increase member use and application of Continued Professional Development (CPD) program
- Piloting the Certified Professional Environment Health (CPEH) scheme
- Working together with EHA through the development of a MOU
- Reviewing roles and accountabilities of Executive Officer and proposed Training/Compliance Officer.
 - Recruitment of Training/Compliance Officer
- Expanding/enhancing EHPAs Document Management system
- Information Management and Technology – Sub Committee/Working Group
- Implementing EHPAs Mentoring Program

Louis Papageorgiou
President

Treasurers Report

Following receipt of our audited financial figures, I am pleased to announce that EHPA delivered an operating profit of \$40,721 for the reporting period. This profit compliments the \$25,733 profit achieved for the 2013-14 financial period.

The net profit can be attributed to the following activity:

1. Decreased symposium expenses. The cost differential in EHPA being able to deliver a rural symposium is greatly reduced when compared with the delivery of a similar activity in Melbourne. The 2014 symposium was held in Echuca and I wish to take this opportunity to thank the conference committee for the fantastic effort in delivering a quality program.

2. Decreased Registered Training Organisation (RTO) expenditure. This decrease was partly offset by increased national registration levies and associated workshops. This is of particular note seeing that this reporting period was one where EHPA had to invest in order to obtain RTO registration and then meet audit scrutiny under a revised auditing accreditation framework. EHPA is much more favourably placed going into 2015-16; having achieved both and I wish to thank everyone involved in enabling this outcome.

Treasurers Report continued

The audited report shows that EHPA at year end held a cash balance of 238,632 and after projected liabilities, a balance of \$145,610. Much of this \$14,089 decrease can be attributed to payments in advance lodged for attendees of the final Emergency Management Course for EHO's held in Macedon 2014.

As a final note, a considerable proportion of the year-end profit can be attributed to the 'in kind' membership contribution; which, this year, was estimated at about 1200 hours. I thank all 'in kind' contributors for their valuable time.

Salvatore Ettore (Sam) Salamone
Treasurer

EHPA Regional Group Reports

Barwon South Western Regional Group

During 2014-2015 the quarterly meetings for the Barwon South West Region were hosted across the region by Moyne Shire Council (Port Fairy) City of Greater Geelong, Warrnambool City Council, Shire of Corangamite (Camperdown). Meetings have been well attended by representatives from Barwon South West Councils, State Government Agencies and non-government organisations. During the past 12 months the Barwon South West Regional meetings have provided an opportunity for Councils, State government agencies and organisations to work collaboratively together in upskilling the regions Environmental health Practitioners, provide feedback on policy changes and implement best practice.

Guest speakers present at the quarterly meetings have shared a wealth of knowledge across a wide variety of topics including;

- Rooming Houses Industry update & Best Practices (Registered Accommodation Association of Victoria)
- Serra Leone Ebola Aid / Sanitation Management (Bob Handby)
- Electrical & Gas Safety (Essential Safe Victoria)
- Public Health protection (DHHS – Health protection Branch)
- Food Safety (DHHS – Food Safety Unit)
- Potable & Drinking Water (DHHS – Water Program)
- Local Government Immunisation (Warrnambool City Council)
- Domestic Onsite Wastewater Reforms (EPA)
- State Environment Protection Policy reviews (EPA)
- EPA Enquiry (EPA)

Regional group meetings will play an important role next year supporting Councils with the implementation of rate capping. There are early indications that rate capping will negatively impact public health and environmental protection services in some councils within the region.

Thank you again to all presenters and members for consistently attending regional meetings and sharing their experiences and knowledge.

Pauline Porter
Barwon South West Region Group Secretary

Eastern & Southern Suburbs Regional Group

The Eastern & Southern Suburbs Regional Group is made up of councils of diverse demographics ranging from inner suburban, industrial, rural and coastal. This diversity has provided a springboard for varied and interesting topics of discussion.

Each meeting a guest speaker was invited to present on topics of interest, including: -

Steve Zakaria -Business Development Manager – Innovative Products presenting on Significant Improvements in Pest Hygiene in Commercial Kitchens with Mint-X REPELLENT Garbage Bags
Mira Antoniou, Senior Food Safety Officer – DHHS presenting on amendments to the Food Standards Code

Keith Stubbs, Registered Accommodation Association of Victoria (RAAV) presented on the updates of the Rooming House Best Practice Guides.

John Morrison (Marine & Sustainability) Technical Sales Representative VENDART Pty Ltd
Discussing swimming pool chemical testing kits

The Regional meeting was also an opportunity for regular updates from the SIG's and DHHS. These meetings provide a great opportunity for EHO's to share knowledge and discuss topics of interest as well as providing a great networking opportunity. I encourage people who are new to the industry/region to attend future meetings.

Further, I am hoping to increase the attendance of the meetings to ensure that representatives from all Councils within the region are present. I would like to thank all the members for their continued participation and support throughout the year.

Mark Jennings
Eastern & Southern Suburbs Regional Group Secretary

Gippsland Regional Group

The Gippsland Regional Group provides a forum for all Gippsland Councils and stakeholders to participate, engage, seek feedback and interact with one another across a range of issues facing our region.

Over the past twelve months the Gippsland Councils have held quarterly meetings and discussed a range of topics along with a number of guest speakers having attended throughout the twelve months to present. They include the following;

- Riams Program (RIAMS) Meagan Wills & Ken Jones
- Brian Dorian (EPA)- Changes being made to the certification of approval program for onsite waste water systems.

- Keith Stubbs (RAAV) - Rooming houses best practice RAAV- registered accommodation association of Victoria.
- Sous vide Training (Department of Health & Human Services).
- Sally Symes (Department of Health & Human Services)- State wide food sampling update.
- Brian Dorian (EPA)- Changes being made to the certification of approval program for onsite waste water systems.
- Fiona Pfeil (Gippsland Water) – East Gippsland catchment authority projects.

Thank you to EHPA members and guest speakers for their contribution and to Latrobe City Council for providing the facility.

Ellen Brown
Gippsland Regional Group Secretary

Grampians Regional Group

This has been my first year as Grampians Regional Secretary and definitely an exciting learning adventure!

It has been a busy year for the Grampians region with farewelling one half of our Regional EHO, Bree Porter, as she moved to the Health Information & Health Programs Unit at DHHS in Geelong. This left the region half a REHO down for a few months, however Brenda Carey did a great job during this time.

Cassandra Durkin has now joined Brenda in the Grampians REHO timeshare position. Cassandra previously worked with the City of Ballarat as an EHO for a number of years. We would like to congratulate and welcome Cass!

We also had Karen Marsh fill in for Stephen Waddington, Manager Public Health while he was on a much deserved break.

Over the past twelve months we have had quarterly meetings in the councils of Northern Grampians, Pyrenees, Hepburn and Moorabool. Attendance is always good and I appreciate that some people have to drive a fair way to get to the meetings.

A number of guest speakers attended the meetings the past year, including:

- Keith Stubbs, RAAV – Student Accommodation project
- Matthew Wilson & John Lowman, Victoria Building Authority – Changes to the VBA
- Rachel Poon, DHHS – Aquatic Facility Inspection Checklist for EHOs
- Helen Walsh, DHHS – Swimming Pool Workshop
- Shaun Coutts, DHHS – Q-Fever

Regular updates are also provided by varying Special Interest Groups, DHHS REHO and OMIC. I would like to thank all members for their contributions, efforts and support, especially while I've been learning this role over the past 12 months and I look forward to an exciting year next year.

Annie Ryan
Grampians Regional Group Secretary

Hume Regional Group

The Hume Region has again had a busy 12 months and at the December 2014 meeting it was decided to change the months the meetings were held to avoid clashes with other events and to encourage more attendance at meetings.

The group has continued the trend of sharing the hosting duties of the quarterly meetings with City of Wodonga, Mansfield Shire Council, Indigo Shire Council and Rural City of Wangaratta, all hosting a meeting in 2015. Thank you to all those who have been involved in organising venues and catering.

A number of the group's Environmental Health Officers have left through changing Councils, changing employment or retirement, and the continuing members wish them all the very best for the future. A special mention to Paul Bond who has retired from Alpine Shire after 30+ years and David Thomas (City of Greater Shepparton) who has retired after 40+ years of service in the Environmental Health Profession.

The meetings have continued to provide members the opportunity to discuss issues and share ideas with the EPA Septic System Reform and Local Government rate-capping and its potential effect on service provision have all been hot topics for much of the year.

A number of interesting presentations were provided at the meetings:

- Rod Green (Victorian Building Authority) – Victorian Building Authority
- Mark Verbaken (City of Wodonga) – Role of Community Friendship Groups in East Timor
- Keith Stubbs (RAAV – Registered Accommodation Association of Victoria) – changes
- Georgie Smith (EPA) – Septic System Reforms
- Anton Maas (Indigo Shire Council) – Previous Life as a Water and Sanitation Expert Working for Doctors Without Borders

I would like to thank all past and current members for their contributions, efforts, continued support and participation over the past 12 months and look forward to another productive and exciting year ahead.

Kellie Lewis
Hume Regional Group Secretary

North West Metro Regional Group

The North West Metro Regional Group held meetings in March, June, September and December during 2015. Thank you to Brimbank City Council, Nillumbik Shire Council, Wyndham City Council and City of Melbourne for hosting and providing a venue.

I took over the role of Group Secretary at the June meeting, replacing Caitlin Levey. On behalf of the Group, I would like to thank Caitlin for her contributions and wish her well in her new adventures as an EHO in the Kimberley Region.

A number of guest speakers attended the meetings throughout the year presenting on a variety of interesting topics such as:

- Matt Doherty (City of Darebin) – Darebin’s Food Safety Animation Videos.
- Mary Valcanis (MDU) – E.coli: Good, Bad and Deadly.
- Bob Handby (Australian Red Cross) – Water, Sanitation and Infection Control in an Ebola Treatment Centre.
- Keith Stubbs (RAAV) – Updating EHOs on the Rooming House Best Practice Program.
- Danielle Cromwell and Deb O’Sullivan (Yarra Valley Water) – Yarra Valley Water Greasy Waste Management Program.
- Phillip Montalto (Department of Health & Human Services) – SFA Review.
- Kathy Nichols (Kernow Environmental Services) – RIAMS – A More Efficient and Consistent way for Local Government to Manage Environmental Health Regulation.
- Louisa Dicker (M+K Lawyers) – Obtaining and Issuing a Search Warrant under the PHWBA.
- Marcus Heath (Russell Kennedy Lawyers) - Illegal Tobacco Investigations and Prosecutions.

Regular updates were also provided at each meeting by the REHO, EHPA Board, SIGs and analysts.

The NW Regional Group Meetings continue to provide Environmental Health Professionals with an opportunity to share their knowledge and experience, collaborate with other Councils, discuss challenging and topical issues and offer an excellent networking forum. I encourage people from all corners of Environmental Health to attend future meetings.

I would like to thank all members and guests for their participation and support during 2015 and I look forward to a productive year ahead.

On a personal note, I would also like to thank EHPA, DHHS and City of Melbourne for providing me with an opportunity to participate in the very successful 2015 National Symposium.

Roger Sayce
North West Metro Regional Group Secretary

EHPA Special Interest Group Reports

Emergency Management Special Interest Group

1. EMSIG Committee Representatives

The EHPA EMSIG Committee was represented by Ross Cairns (City of Wangaratta), Tony Gullone (City of Hume), Sarah O'Brien and Trish Ficarra (City of Glen Eira), Faye Laskaris (Shire of Moorabool) Michelle Barrett (City of Whitehorse), Kirsten Jenkins (Shire of Nillumbik), Mark Handby (City of Warrnambool), Robert Beattie (Emergency Management Consultant- City of Boroondara), Christy Davidson (Shire of Yarra Ranges) and Daniela Failla (City of Melbourne)

2. EHPA Emergency Management Training Course for Public Health Professionals 27th – 31st July 2015

This delivery of this year's course was to be a new experience for the EMSIG with the closure of the emergency management training facility at AEMI Mt Macedon. The course was delivered at Melbourne Airport Motel and Convention Centre in Attwood. The venue was found to be quite suitable as it provided a large presentation room as well as the break out rooms required for syndicate group work. The venue had accommodation facilities for those that chose to stay on site for the duration of the course as well as meeting the needs of the EMSIG facilitators and assessors and the support agencies/organisations that presented at the venue such as the Salvation Army catering van.

The emergency exercise on day 5 was delivered at the Incident Control Centre at the SES Central Office in Sunshine. This location was in reasonable proximity to the course venue. All technical and supporting equipment required to facilitate the exercise were provided on site and made available to the EHPA EMSIG at no charge.

This year's course had 18 participants. The participants were predominantly Environmental Health Officers from Victorian metropolitan and rural councils as well as two public health representatives from the Australian Defence Force – Royal Australian Air Force. Whilst this number of registered participants was low compared to other years, the ability to work with a smaller group and networking amongst participants was advantageous. The course was still able to run at a profit.

A total of 17 guest speakers presented during the week. Speakers included subject specialists from Department of Health & Human Services (DHHS) in the area of influenza pandemic, ebola, heatwave and relief and recovery services, Australian Red Cross, Salvation Army, DELWP and VICSES. The EMSIG acknowledges the financial contribution that DHHS and Kernow Environmental Services make towards the course. This financial support has ensured that the course remains a viable training option for staff from smaller rural councils and other organisations.

Whilst the supporting emergency management resources, library facility and the on-site contained venue provided at AEMI and the traditional formal dinner that was historically part of the course program were not able to be replicated this year, the venue was still considered a suitable option for the future delivery of the course.

I would like to thank and acknowledge all EMSIG members for their time and effort in the delivery of another successful course, in particular,

- the work to find and confirm a new suitable course venue,

- the networking to ensure the best possible presenters were available as part of course program content,
- to the EMSIG assessors (Kirsten, Sarah, Michelle and Faye) in undertaking continuous personal development training to ensure they met RTO assessor standard compliance,
- all the work undertaken to review and bring the course assessment material to a compliant standard for auditing, and most importantly
- delivering a course that met recent auditing assessment compliance in April 2015.

The EMSIG is currently considering its ability and capacity to run the 5 day course in 2016 as two of the EMSIG members, Michelle Barrett and Faye Laskaris, who are both accredited assessors will be taking maternity leave early in 2016. Kirsten Jenkins, also an assessor, has recently accepted a new employment position with Emergency Management Victoria (EMV) and whilst this will be of advantageous benefit to the EMSIG, Kirsten's commitment to the EMSIG and delivery and assessment of the course in 2016 are yet to be confirmed.

In assessing current EHPA members' needs, it is possible that the delivery of emergency management training for public health professionals may be facilitated via refresher emergency management training workshops. This will be discussed with the EHPA board and we will seek further advice and recommendations with respect to this proposal.

3. Swinburne University Presentations

The EMSIG has continued to contribute to the emergency management training component for undergraduate environmental health students at Swinburne University of Technology at the request of Course Coordinator Louise Dunn. Presentations to students have been conducted which provided the students with an overview of public health emergency management and community resilience information.

4. EMSIG Member Updates

The EMSIG farewelled Trish Ficarra from Glen Eira City Council as she accepted an employment position with Swan Hill City Council. We also farewelled Jodie Stevens, our previous EMSIG Convenor as she has taken a permanent employment position with the Victorian SES.

Jodie has still been active in supporting the EMSIG via enabling the use of the VICSES ICC facility to run the course emergency exercise as well as assisting with delivery of the Swinburne presentations.

Two of our EMSIG members, Kirsten Jenkins and Mark Handby have been active in the deployment to disaster impacted zones.

Kirsten was deployed by Australian Red Cross to Nepal in July 2015 and assisted with the coordination of disaster relief services following the devastating earthquakes in April. Whilst being away from her young family for a reasonable period of time, Kirsten returned just prior to the start of the 2015 EHPA EM course and still was able to commit to the delivery and assessment of course.

Mark Handby was deployed to Sierra Leone by Aspen Medical to work in an ebola treatment facility. Mark was deployed in July 2015 and returned safely in September 2015. Mark is surely following in the steps of his father Bob Handby as a budding humanitarian disaster relief aid worker.

We look forward to sharing both Kirsten's and Mark's experiences with EHPA members at future presentation forums.

Congratulations to Kirsten with her future position at Emergency Management Victoria (EMV)

And finally congratulations (and temporary farewell) to Michelle Barrett as she will take maternity leave for the birth of her first child due in February 2016 and to Faye Laskaris who will also be (

temporarily) departing the EMSIG as she also takes maternity leave in early 2016 for the birth of her second child.

With predictions of a heightened fire season and extreme heat events, we hope that learnings taken away from the delivery of the course in present and past years, enable all to be better prepared for winter. Wishing everyone a very a happy and safe Christmas and New Year period – make sure your emergency plans are up to date!!

Daniela Failla
SIG Convenor

Environment Special Interest Group

A meeting in March 2015 hosted at the Plumbing Industry Climate Action Centre included a tour by Shayne La Combre, CEO. We learned all about the latest training modules and equipment for training plumbers, the industry support they receive and the new models of training including two more campuses proposed at Geelong and Narre Warren plus and containerised class training tools proposed to tour Victoria.

A Second Enviro SIG meeting was held in Knox City Council and a third in South Gippsland Shire Council. A fourth meeting is scheduled to take place in Ballarat City Council in early December 2015.

The MAV/EPA review of proposed changes to interpretation of the Environment Protection Act and Certificates of Approval for onsite wastewater treatment systems has taken up considerable time and effort of a number of EHO's from across Victoria. Most of EHO concerns appear to have been considered however it is still unclear whether anything has been achieved other than the avoidance of some really big mistakes being made. Hopefully this will lead to broader discussions about the future of the Code of Practice for onsite wastewater management and Domestic Wastewater Management Plans.

Results from the 2015 Enviro SIG survey were discussed amongst us and relevant actions have been initiated from available data. It is understood that surveys conducted on a frequent basis to identify member's expectations in relation to the Enviro SIG could prove very helpful to prioritise actions and re-direct efforts from our participants.

A new set of systems is in process of being adopted by the Enviro SIG. We are still getting used to Google Docs to facilitate EHOs based in different locations to participate in meetings and discussions. In the near future we will be able to assess the efficiency of the new tools and how communication can be improved.

Our business plan is being developed to assist our group to align our actions to benefit EHPA members and work in a more productive way to strength EHPA as our representative body.

Despite many challenges the Environment SIG is pleased to have reached a number of achievements

in 2015 and takes this opportunity to invite more members to contribute to our meetings, discussions and events.

Callum Morrison & Giuliano Marcon
SIG Co-convenors

Food Safety & Security Special Interest Group

The Food Special Interest Group has experienced another productive year in continuing to support the practice standards within the profession.

In March this year, the SIG hosted its annual Food Forum. Over 170 delegates attended the forum and guest speakers from the Department of Health and Human Services, Dairy Food Safety Victoria, Primesafe, Maddocks, City of Greater Dandenong and Knox City Council provided interesting presentations.

On 20 May, the Board endorsed the Food SIG's Standard of Practice – Procedure for the closure of a fixed food premises. The standard of practice focuses on the procedure of issuing an Order under section 19(3) once a risk assessment has already been undertaken. The procedure was extensively reviewed by DFSV, Primesafe and DHHS Food Unit and REHOs and can now be accessed on EHPA's website.

In August the Food SIG co-hosted the Allergen Training Day with DHHS. The training day was in response to an incident that had occurred in a Victorian Council that resulted in a death of a customer at a restaurant. The training day was well received, with over 170 delegates attending. The Allergen training day provided environmental health practitioners with an increased awareness of food allergen regulations and explored investigation techniques, case studies and food analysis and interpretation.

The Food SIG has represented EHPA on various Department of Health and Human Services project reference groups including:

- Food Safety Program Template - Sous Vide Supplement
- Providing feedback to DHHS on the Bulletins and guidance materials

The Food SIG is currently working with DHHS to establish a 3 year professional development plan for EHPs.

This year we farewelled Andrew Mackintosh, a valued SIG member. The SIG wish him well in his retirement and thank Andrew for his invaluable contribution he has provided to the environmental health profession over the many years.

I would like to thank all members, Department of Health and Human Services, Dairy Food Safety Victoria and Primesafe for their continued participation and support as we prepare for another busy and challenging year.

Leanne Johnson (FEHPA)
SIG Convenor

Public Health & Wellbeing Special Interest Group

The Public Health and Wellbeing SIG has had a productive year. Membership of the SIG remains fairly small and we are pleased the Department of Health and Human Services now has a participant in the group. A business plan was developed that will direct the core activities of the SIG.

The SIG implemented actions from the business plan including:

- * Providing feedback into the proposal for Legislating a fit and proper person test for rooming house operators;
- * Regularly participating in the Local Government Immunisation Reference Committee
- * Participating in the ongoing development of the Pool Operators Handbook

The SIG is preparing for a busy year ahead. While the Nuisance Forum was not provided in 2015 plans are underway to develop a further forum in 2016. The group is also developing a priority list of policy development areas in public health and wellbeing. Thank you to the current members of the SIG for their input into the direction of the SIG. I encourage any member with an interest in public health and wellbeing to join the SIG.

Stephen Meloury
SIG Convenor

Financial Reports

Environmental Health Professionals Australia Limited
ABN 33 917 298 751

Financial Report for the Year Ended 30 June 2015

DIRECTORS' REPORT

Your directors present this report on the company for the financial year ended 30 June 2015.

Directors

The names of each person who has been a director during the year and to the date of this report are:

James Helsby Maw (ceased 27/10/2014)
Louis Papageorgiou
Salvatore Ettore Salamone
Leanne Johnson
David John Esmore
Carolyn Jane Anderson
Luke Mitton
Monica Rooney (appointed 23/07/2014)
Ian Sumpter (appointed 19/08/15)
Sarah Annells (appointed 19/08/14)
Kylie Walsh (appointed 18/02/2015)

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

Principal Activities

The principal activity of the company during the financial year was to deliver services that develop and support Environmental Health Professionals and improve standards of professional practice to achieve positive health outcome

Short-term and Long-term Objectives

The company's short-term objectives are to:

- To develop organisational resources and capacity
- To maintain a nationally accredited RTO to deliver our accredited courses and to look for expansion opportunities
- Develop pathways to assist environmental health professionals to grow professionally and be engaged in the profession

The company's long-term objectives are to:

- advocate for community environmental health standards through the development of policy positions, policy networks and relationships, and advocacy mechanisms
- To facilitate and enhance professional environmental health practice through the development of standards of practice, professional development and certification/accreditation schemes.

Strategies

To achieve its stated objectives, the company has adopted the following strategies:

- Develop formal management & governance structures
- Improve staffing resources & delivery structure
- Support RTO strategic plan goals and objectives
- Maintain formal management & governance structures
- Expand the RTO services

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- Cost neutrality model for RTO
- Continue the development of the professional development (CPD) and certification schemes (CEHP/CEHT)
- CPD events to be run annually
- Website enhancements
- Review existing policies for adoption by EHPA
- Develop policy on environmental health issues
- Determine primary communication methods and develop a membership communication strategy for the Board, SIGs and members
- Develop online delivery options for relevant services to increase member value
- Develop pathways to assist environmental health professionals to grow professionally and be engaged in the profession

Key Performance Measures

The company measures its own performance through the use of both quantitative and qualitative benchmarks. The benchmarks are used by the directors to assess the financial sustainability of the company and whether the company's short-term and long-term objectives are being achieved.

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DIRECTORS' REPORT

	2015	2014
	Actual	Actual
Members		
Number of new members	50	41
Number of continuing members	404	382
Member participation rate in programs	52%	55%

Staff and volunteers

Number of volunteer work hours provided 1200

Operational and financial

Proportion of funding provided by:

– government grants	Nil
– donations	Nil
– investments	Nil

Proportion of funding spent on:

– member contact and programs	N/A
– administration	N/A
– fundraising	N/A

Information on Directors

Louis Papageorgiou	–	President, Director
Qualifications	–	Diploma Applied Science (Environmental Health) Diploma of Management Certificate IV Workplace Assessment and Training QSA Certified Food Safety Auditor Certificate in Project Consulting Certificate in Health Promotion Certificate of Competency to Conduct Risk Management Plan Audit
Experience	–	25 years' experience in Local Government in the area of public health protection with over 11 years in leading and managing teams
Special Responsibilities	–	Chair (effective May 2014)
Salvatore Ettore Salamone	–	Director and Treasurer
Qualifications	–	Diploma Applied Science (Environmental Health), Dip Management, Graduate Certificate of Health Promotion
Experience	–	Currently Coordinator Health Services at Knox City Council. 26 years' experience in local government. Over the past 26 years, I have held numerous positions and board positions with Victorian Branch of Australian Institute of Environmental Health, Environmental Health Australia and now Environmental Health Professionals Australia including Regional Group Secretary, Food Sig Convenor, Board Member, Vice President and currently treasurer. Also held a board position on the Victorian Branch of Nutrition Australia. 2009 – 2012.

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- Carolyn Jane Anderson** – Director
- Qualifications – Diploma Applied Science (Environmental Health) 1985
- Experience – I have worked as an Environmental Health Officer for the last 28 years in municipal councils of Waverley, Richmond, Collingwood, Heidelberg, Monash and Yarra. In addition to routine job roles of education and enforcement, I have prepared policy and procedure documents, supervised staff, sat on external consultation committees and am a nominated Relief Centre Manager under Councils Emergency Management Plan.
- Special Responsibilities – Development of CPEH Scheme
- Leanne Michelle Johnson** – Director
- Qualifications – Bachelor of Health Science (Environmental Health Management),
Cert.IV in Training & Assessment
- Experience – 11 Years' experience as an Environmental Health Officer including working at the City of Greater Dandenong, Baw Baw Shire Council and Whitehorse City Council, Department of Health, Food Safety & Security Group Convenor, I have also represented EPHA on Steering Committees and other external Committees.
- Special Responsibilities – RTO - Food Act Management Course
- David John Esmore** – Board Member
- Qualifications – Dip PHI, Pollution Control, Cert 1V Training and Assessment
- Experience – Over 35 years' experience in environmental health including 10 years in waste management
- Special Responsibilities – Nil
- Luke Ermanno Mitton** – Director
- Qualifications – Bachelor of Health Science (Environmental Health Management)
Advanced Diploma of Management, Ballarat University
- Experience – 10 years plus experience working as Environmental Health Officer and managing the Environmental Health Unit at Horsham Rural City Council.
EHPA Regional Group Secretary.
State Councillor Environmental Health Australia (Victorian Branch)
- Sarah Annells** – Director
- Qualifications – Bachelor of Applied Science (Environmental Health)
- Experience – I have worked as an Environmental Health Officer for the last 15 years in the municipal councils of Kingborough Council Tasmania and Moorabool Shire Council Vic. In addition to routine job roles of education and enforcement, I have prepared policy and procedure documents, supervised staff, sat on external consultation committees and am a nominated Emergency Management Liaison Officer (EMLO) under Moorabool Shire's Emergency Management Plan

Environmental Health Professionals Australia Limited

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- | | | |
|--------------------------|---|--|
| James Helsby Maw | - | President, Vice President and Director |
| Qualifications | - | Bachelor of Public Health |
| Experience | - | 7 years as practicing Environmental Health Officer, 3 years as a Public Health and Environmental Health Consultant |
| Ian Sumpter | - | Director |
| Qualifications | - | Qualified Environmental Health Officer |
| Experience | - | Acting Manager, Customer Relations at the City of Melbourne |
| Monica Rooney | - | Director |
| Qualifications | - | Bachelor of Public Health |
| Experience | - | Environmental health Officer at Mornington Peninsula Shire Council |
| Kylie Walsh | - | Director |
| Qualifications | - | Master of Laws Monash University |
| Experience | - | Senior Associate Maddocks Lawyers |
| Special Responsibilities | - | Governance |

Environmental Health Professionals Australia Limited

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Meetings of Directors

During the financial year, 10 meetings of directors were held. Attendances by each director were as follows:

Directors' Meetings

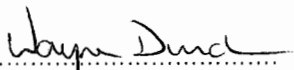
	Number eligible to attend	Number attended
Louis Papageorgiou	10	10
Salvatore Salamone	10	10
Carolyn Anderson	10	8
David Esmore	10	7
Leanne Johnson	10	5
Ian Sumpter	9	6
Monica Rooney	6	8
Sarah Annells	9	7
Kylie Walsh	4	2
James Maw	3	1
Luke Mitton	10	7

The company is incorporated under the *Corporations Act 2001* and is a company limited by guarantee. If the company is wound up, the constitution states that each member is required to contribute a maximum of \$10 each towards meeting any outstanding obligations of the entity. At 30 June 2015, the total amount that members of the company are liable to contribute if the company is wound up is \$10 (2014: \$10).

**AUDITOR'S INDEPENDENCE DECLARATION
UNDER S 307C OF THE CORPORATIONS ACT 2001
TO THE DIRECTORS OF ENVIRONMENTAL HEALTH PROFESSIONALS AUSTRALIA LIMITED**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2015 there have been no contraventions of:

- i. the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- ii. any applicable code of professional conduct in relation to the audit.

..... 
Name of firm: E. F. McPhail and Partners
Name of partner: Wayne Durdin
Date: ^{5th}..... October 2015
Address: 38 Ellingworth Parade, Box Hill, Victoria, 3128

Environmental Health Professionals Australia Limited

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**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2015**

	Note	2015	2014
		\$	\$
Revenue	2(b)	357,659	386,881
Administration expense		9,143	10,628
Payroll expenses		89,814	83,088
Conference expenses		40,853	71,712
RTO expenses		94,861	134,376
National levies and workshop costs		28,820	8,955
IT costs		11,582	11,669
Legal costs		5,072	-
Other service expenses		36,793	40,720
Current year Surplus/(deficit) before income tax	2	40,721	25,733
Income tax expense			
Total comprehensive income/(loss) for the year		40,721	25,733
Total comprehensive income/(loss) attributable to members of the entity		40,721	25,733

The accompanying notes form part of these financial statements.

Environmental Health Professionals Australia Limited
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STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2015

	Note	2015	2014
		\$	\$
ASSETS			
CURRENT ASSETS			
Cash on hand	3	236,632	255,577
Accounts receivable and other debtors	4	(200)	4,300
Inventories on hand	5	11,135	7,450
Other current assets	6	6,212	5,585
TOTAL CURRENT ASSETS		253,779	272,912
NON-CURRENT ASSETS			
Plant and equipment	7	4,322	1,733
TOTAL NON-CURRENT ASSETS		4,322	1,733
TOTAL ASSETS		258,101	274,645
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and other payables	8	93,984	91,688
Income received in advance		18,507	79,400
TOTAL CURRENT LIABILITIES		112,491	171,088
TOTAL LIABILITIES		112,491	171,088
NET ASSETS		145,610	103,557
EQUITY			
Retained surplus		145,610	103,557
TOTAL EQUITY		145,610	103,557

The accompanying notes form part of these financial statements.

Environmental Health Professionals Australia Limited
ABN 33 917 298 751

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2015**

	Retained Surplus
	\$
Balance at 1 July 2013	77,824
Comprehensive income	
Profit for the year attributable to members of the entity	25,733
Total comprehensive loss attributable to members of the entity	25,733
Balance at 1 July 2014	103,557
Comprehensive income	
Profit for the year attributable to members of the entity	40,721
Prior Period Adjustment	1,332
Total comprehensive income attributable to members of the entity	42,053
Balance at 30 June 2015	145,610

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2015

	Note	2015	2014
		\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members and clients		298,536	429,272
Payments to suppliers and employees		(315,353)	(346,264)
Interest received		2,728	1,219
Net cash (used in)/generated from operating activities	9	(14,089)	84,227
CASH FLOWS FROM INVESTING ACTIVITIES			
Payment for plant and equipment		(4,856)	(1,781)
Net cash used in investing activities		(4,856)	(1,781)
Net decrease in cash held		(18,945)	82,446
Cash on hand at the beginning of the financial year		255,577	173,131
Cash on hand at the end of the financial year	3	238,632	255,577

The accompanying notes form part of these financial statements.

Environmental Health Professionals Australia Limited

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

The financial statements cover Environmental Health Professionals Australia Limited as an individual entity, incorporated and domiciled in Australia. Environmental Health Professionals Australia Limited is a company limited by guarantee.

The financial statements were authorised for issue by the directors of the company.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The directors have prepared the financial statements on the basis that the company is a non-reporting entity because there are no users who are dependent on its general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the *Corporations Act 2001*. The company is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

The financial statements have been prepared in accordance with the mandatory Australian Accounting Standards applicable to entities reporting under the *Corporations Act 2001* and the significant accounting policies disclosed below, which the directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with those of previous periods unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

Accounting Policies

a) **Income Tax**

No provision for income tax has been raised as the entity is exempt from income tax under Div. 50 of the *Income Tax Assessment Act 1997*.

b) **Revenue**

Non-reciprocal grant revenue is recognised in profit or loss when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Donations and bequests are recognised as revenue when received.

Interest revenue is recognised as it accrues using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

All revenue is stated net of the amount of goods and services tax.

Environmental Health Professionals Australia Limited
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

c) Inventories on Hand

Inventories are measured at the lower of cost and current replacement cost.

Inventories acquired at no cost, or for nominal consideration, are valued at the current replacement cost as at the date of acquisition.

d) Property, Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and any impairment losses.

The carrying amount of plant and equipment is reviewed annually by directors to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

In the event the carrying amount of plant and equipment is greater than the recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(f) for details of impairment).

Plant and equipment that have been contributed at no cost, or for nominal cost, are recognised at the fair value of the asset at the date it is acquired.

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised lease assets, but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the entity commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate	Depreciation Method
Plant and equipment	20 – 27%	Diminishing & Straight Line

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised in profit or loss in the period in which they arise. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

e) Leases

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the lease term.

Environmental Health Professionals Australia Limited

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

f) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest method, or cost. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying amount with a consequential recognition of an income or expense item in profit or loss.

Fair value is the price the company would receive to sell an asset or would have to pay to transfer a liability in an orderly (ie unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

(i) Financial assets at fair value through profit or loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

(iii) Financial liabilities

Non-derivative financial liabilities other than financial guarantees are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

Environmental Health Professionals Australia Limited

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Impairment

At the end of each reporting period, the company assesses whether there is objective evidence that a financial asset has been impaired. A financial asset (or a group of financial assets) is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if the management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance accounts.

When the terms of financial assets that would otherwise have been past due or impaired have been renegotiated, the company recognises the impairment for such financial assets by taking into account the original terms as if the terms have not been renegotiated so that the loss events that have occurred are duly considered.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are discharged, cancelled or have expired. The difference between the carrying amount of the financial liability, which is extinguished or transferred to another party, and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

g) Impairment of Assets

At the end of each reporting period, the entity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair amount less costs of disposal and value in use, is compared to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss.

Where the future economic benefits of the asset are not primarily dependent upon on the asset's ability to generate net cash inflows and when the entity would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of an asset.

Where it is not possible to estimate the recoverable amount of a class of asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Environmental Health Professionals Australia Limited

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

h) **Employee Provisions**

Short-term employee benefits

Provision is made for the company's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The company's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of accounts payable and other payables in the statement of financial position.

Contributions are made by the entity to an employee superannuation fund and are charged as expenses when incurred.

i) **Cash on Hand**

Cash on hand equivalents includes cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

j) **Accounts Receivable and Other Debtors**

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from customers for goods sold in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Accounts receivable are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment. Refer to Note 1(f) for further discussion on the determination of impairment losses.

k) **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

l) **Provisions**

Provisions are recognised when the entity has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Environmental Health Professionals Australia Limited
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

m) **Comparative Figures**

Where required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

Where the company retrospectively applies an accounting policy, makes a retrospective restatement or reclassifies items in its financial statements, a third statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements must be presented.

n) **Accounts Payable and Other Payables**

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amount being normally paid within 30 days of recognition of the liability.

o) **Critical Accounting Estimates and Judgments**

The directors evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the company.

Key estimates

(i) *Impairment*

The company assesses impairment at the end of each reporting period by evaluating conditions and events specific to the company that may be indicative of impairment triggers.

p) **New Accounting Standards for Application in future Periods**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods and which the Company has decided not to early adopt. The adoption of these standards is likely to have minimal impact on the Company.

Environmental Health Professionals Australia Limited
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

	2015	2014
NOTE 2: NET CURRENT YEAR SURPLUS	\$	\$
a. Expenses		
Depreciation and amortisation:		
– plant and equipment	198	45
– Computer equipment	2,014	49
Total depreciation and amortisation expenses	2,212	94
Employee provisions	5,695	5,977
Audit fees	4,900	4,890
Rental expense	6,110	6,175
 b. Significant Revenue		
The following significant revenue items are relevant in explaining the financial performance:		
Membership Income	84,441	54,812
Workshop Income	87,645	40,891
Conference Income	63,541	84,895
RTO Course Income	117,402	198,895
 NOTE 3: CASH ON HAND		
Cash at banks – unrestricted	134,769	255,377
Term Deposit	101,664	-
Cash float	200	200
	236,633	255,577
 NOTE 4: ACCOUNTS RECEIVABLE AND OTHER DEBTORS CURRENT		
Accounts receivable	(200)	4,300
Total current accounts receivable and other debtors	(200)	4,300
 NOTE 5: INVENTORIES ON HAND CURRENT		
At cost:	11,135	7,450
	11,135	7,450

Environmental Health Professionals Australia Limited

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

	2015	2014
	\$	\$
NOTE 6: OTHER CURRENT ASSETS		
Prepayments	6,212	5,585
	<u>6,212</u>	<u>5,585</u>
NOTE 7: PLANT AND EQUIPMENT		
Plant and equipment:		
At cost	8,618	3,817
Less accumulated depreciation	(4,296)	(2,084)
Net carrying amount	<u>4,322</u>	<u>1,733</u>
NOTE 8: ACCOUNTS PAYABLE AND OTHER PAYABLES		
CURRENT		
Accounts payable	5,150	8,549
Employee provisions	88,834	83,139
	<u>93,984</u>	<u>91,688</u>
NOTE 9: CASH FLOW INFORMATION		
Reconciliation of cash flows from operations with net current year surplus		
Net current year surplus/ (deficit)	40,721	25,733
Non-cash flows in profit:		
– depreciation and amortisation	2,212	1,677
Changes in assets and liabilities:		
– (increase)/decrease in accounts receivable and other debtors	4,500	70,983
– (decrease)/increase in income received in advance	(60,892)	(27,373)
– (increase)/decrease in prepayments	(627)	10,716
– (increase)/decrease in inventories on hand	(3,402)	152
– (decrease)/increase in accounts payable and other payables	3,399	2,339
Cash flows (used in)/provided by operating activities	<u>(14,089)</u>	<u>84,227</u>

Environmental Health Professionals Australia Limited

ABN 33 917 298 751

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

NOTE 10: ENTITY DETAILS

The registered office and principal place of business of the company is:

27 Cassinia Court
Diamond Creek VIC 3089

NOTE 11: MEMBERS' GUARANTEE

The company is incorporated under the *Corporations Act 2001* and is a company limited by guarantee. If the company is wound up, the constitution states that each member is required to contribute a maximum of \$10 towards meeting any outstanding obligations of the entity. At 30 June 2015, the number of members was 10.

NOTE 12: EVENTS AFTER THE REPORTING PERIOD

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

Environmental Health Professionals Australia Limited
ABN 33 917 298 751

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
ENVIRONMENTAL HEALTH PROFESSIONALS AUSTRALIA LIMITED**

We have audited the accompanying financial report, being a special purpose financial report, of Environmental Health Professionals Australia Limited (the company), which comprises the statement of financial position as at 30 June 2015, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the directors' declaration.

Directors' Responsibility for the Financial Report

The directors of the company are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the *Corporations Act 2001* and is appropriate to meet the needs of the members. The directors' responsibility also includes such internal control as the directors determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have 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 procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, 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 company'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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, 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 the *Corporations Act 2001*. We confirm that the independence declaration required by the *Corporations Act 2001*, which has been given to the directors of Environmental Health Professionals Australia Limited, would be in the same terms if given to the directors as at the time of the auditor's report.

Opinion

In our opinion the financial report of Environmental Health Professionals Australia Limited is in accordance with the *Corporations Act 2001*, including:

- a. giving a true and fair view of the company's financial position as at 30 June 2015 and of its performance for the year ended on that date; and
- b. complying with Australian Accounting Standards to the extent described in Note 1 and complying with the *Corporations Regulations 2001*.

Environmental Health Professionals Australia Limited

ABN 33 917 298 751

DIRECTORS' DECLARATION

In accordance with a resolution of the directors of Environment Health Professionals Australia Limited, the directors declare that:

1. The financial statements and notes, as set out in this report, are in accordance with the *Corporations Act 2001* and:
 - a. comply with the Australian Accounting Standards applicable to the company; and
 - b. give a true and fair view of the financial position of the company as at 30 June 2015 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
2. In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors.

Louis Papageorgiou (Chair)

Dated this day of September 2015