

# SHINE SA ANNUAL REPORT 2014-15

SEXUAL AND RELATIONSHIP WELLBEING FOR ALL



# ABOUT US

Established initially in 1970 as the Family Planning Association of South Australia, in 1998 the name was changed to SHine SA (Sexual Health information, networking & education), better reflecting our expansion beyond traditional family planning services.

Today SHine SA is a leading not-for-profit provider of primary care services and education for sexual and relationship wellbeing. The organisation is governed by a voluntary board of directors.

SHine SA's service and education delivery model works to provide sexual health education, early intervention, health promotion, clinical services and therapeutic counselling.

SHine SA provides nurse led and medical clinical assessment, treatment and counselling services across several sites in the northern, southern and western regions of Adelaide. Drop-in clinics provide free responsive access to young people under the age of 25. Increasing uptake of clinical services by males is a key objective of the organisation.

SHine SA conducts workforce development education for doctors, nurses/midwives, community workers and teachers, and strives to enhance these services through optimising technology. SHine SA is also active in providing broader community education and awareness programs.

A specialised sexual health Library and Resource Centre is a key feature of the organisation, providing a comprehensive range of resources and information.

SHine SA's Close the Gap program offers a well-researched set of education materials for Aboriginal communities across South Australia, including the Anangu Pitjantjatjara Yankunytjatjara (APY) Lands. These materials have been developed in conjunction with Aboriginal Elders and community representatives. SHine SA staff travel throughout South Australia to promote sexual and reproductive health.

The Focus Schools Program, building on SHine SA's strong partnership with the Department for Education and Child Development, operates across 93% of South Australian secondary schools, supporting teachers to deliver a relationships and sexual health education curriculum in Years 8–10. Research led by UniSA will further inform future best practice in this area.

Partnerships with organisations committed to sexual and relationship wellbeing are greatly valued and we work collaboratively with a range of government and non-government agencies, family planning organisations, educational institutions, health associations and service providers, in order to best meet the relationships and sexual health needs of the South Australian community.



# CONTENTS

About Us	
Chair's Report	2
Nomination & Governance Committee	3
Chief Executive Officer's Report	4
Strategic Directions 2013–16	6
Our Services at a Glance	8
Service Performance Statistics	9
Clinical Services & Community Programs Division	11
Director of Medical Services	20
Education, Information & Research Division	23
Corporate Services Division	26
Statutory Compliance	30
Financial Report	32
Organisational Chart	49
Our Partners	51

# CHAIR'S REPORT



SHINE SA BOARD MEMBERS

On behalf of the Board, it is with great pleasure that I present the 2014–15 Annual Report of SHine SA.

At the Annual General Meeting last year the constitution of SHine SA was modernised, including the governing Council being renamed a Board. Peta Smith decided not to stand for another term and I was elected as Chair by the Board. I would like to thank Peta on behalf of the Board for her leadership in strengthening and modernising the governance of the organisation. Philip Jackson finished his six-year term as a Director of SHine SA and was given a send-off at the Annual General Meeting. His wisdom and knowledge of the organisation was invaluable and we wish him well in his future endeavours. I would also like to take this opportunity to thank Matthew Rosenberg for serving as Chair of the Finance, Audit and Risk Committee until March 2015. Jody Bund, Director of the Board and Chair of the Finance, Audit and Risk Committee and Poppy Matters, Director of the Board and a member of the Nomination and Governance Committee, were appointed in November 2014.

2014–15 has been a year of strong focus on positioning SHine SA for the future by setting the corporate direction with a renewed mission and values and a Strategic Plan to 2020. The strategic plan process included the use of a Population Based Service Plan to review the service processes and identify areas of need; and identifying physical facilities that are needed to increase our reach and access for clients. For example, SHine SA is working on the establishment of a facility in the central business area of Adelaide that will improve the scope and access to services for the GLBTI community. In addition, successful tenders have enabled SHine SA to extend our services to meet a broader range of community needs including the new Safe Schools Coalition; health promotion activities; Targeted HIV and STI Prevention Program; and increasing services to Aboriginal young people through the ICAN FLO Service.

SHine SA has a dedicated approach to building a skills-based, dynamic governing Board of Directors, supported by attendance at training courses and the use of a skills-based matrix to influence the appointment of new Directors. In the past twelve months the Board has broadened its oversight to include clinical governance as well as corporate governance. The Board has developed, reviewed and approved governance policies which are simple and clear. Further, the Board has approved a Risk Management Framework and reviewed the Finance, Audit and Risk Terms of Reference to include risk as a key area. This has set the wheels in motion to build a robust risk mitigation monitoring and remedy system overseen by the Board.

The leadership of Jill Davidson as CEO of the organisation and the dedication of the staff is to be commended. I would like to take this opportunity to thank Jill, her staff including the Board and Committee secretariat for their assistance and commitment to the organisation.

**Heather Karmel** FCPA FAICD  
Chair, SHine SA Board



MINISTER CLOSE, HEATHER KARMEI,  
BOARD CHAIR & JILL DAVIDSON, CEO

## NOMINATION & GOVERNANCE COMMITTEE



The Nomination & Governance Committee assists the SHine SA Board with its governance role of ensuring that the organisation operates effectively, efficiently, ethically and legally. The Committee led a review of SHine SA's Constitution, which included changing the governing body's title from Council to Board, ensuring that the Objects of the organisation aligned with the Strategic Framework; and benchmarking compliance with the Governance Standards of the Australian Charities and Not for Profit Commission. The membership endorsed these changes at the AGM in October 2014.

Founding members of the Committee Peta Smith and Philip Jackson retired from the Committee at the AGM. Peta's vision to improve and strengthen

SHine SA governance processes saw the genesis and establishment of the Committee and Philip generously brought his considerable legal and governance experience to the early development and ongoing work of the Committee. I acknowledge and thank them for these important contributions.

New Committee members Heather Karmel and Poppy Matters joined Jill Davidson and me in November 2014 and contributed to the process of Board self-evaluation and improvement, and a strategic approach to Board composition.

We thank Shirley Howard for her continued secretarial/executive support of the Committee.

**Brigid Coombe**  
Chair, Nomination & Governance Committee

BOARD MEETING ATTENDANCE 2014-15	J	A	S	O	N	D	J	F	M	A	M	J
Heather Karmel	■	●	●	●	●	■	■	●	●	■	●	■
Julian Roffe	■	●	●	●	●	■	■	●	●	■	●	■
Peta Smith	■	●	●	●	●	■	■	●	●	■	●	■
Matthew Rosenberg	■	●	●	●	●	■	■	●	●	■	●	■
Brigid Coombe	■	●	●	●	●	■	■	●	●	■	●	■
Vanessa Swan	■	●	●	●	●	■	■	●	●	■	●	■
Christine Morris	■	●	●	●	●	■	■	●	●	■	●	■
Jody Bund	Appointed November 2014				●	■	■	●	●	■	●	■
Poppy Matters	Appointed November 2014				●	■	■	●	●	■	●	■
Philip Jackson	■	●	●	●	Term of office completed							

● IN ATTENDANCE ● APOLOGY ■ NO MEETING

# CHIEF EXECUTIVE OFFICER'S REPORT



STRATEGIC MANAGEMENT COMMITTEE

This has been a busy year and the statistics illustrate this as we have progressively worked to achieve our targets in the second year of our Strategic Plan. It is with a sense of great pride on behalf of all the team at SHine SA that I present the CEO's Operational Report and the strategic achievements of the Strategic Plan as reported under the four pillars of Existing Services, New Services, Partnerships and Quality.

SHine SA is a non-government organisation and continues to deliver efficient and effective sexual and reproductive health services to the community. This year, we have increased our service profile with the addition of the Safe Schools Coalition program (funded by the Australian Government Department of Education and Training and convened through the Foundation for Young Australians) and through winning the Targeted HIV and STI Prevention Program (in partnership with the Victorian AIDS Council) commencing in July. The success of the Safe Schools Coalition in SA is known nationally, and with 48 schools signed up to a commitment to prevent homophobia in schools we are confident that this will have a strong and lasting positive effect on the community in the future.

We are seeing ever-increasing numbers of the community as we continue to expand our client groups and communities of interest. Across nine sites, we delivered 47 601 clinical services, an increase of 23% this year, and 1368 counselling services, an increase of 43%. Workforce education increased by 62%. This year 51% of all clients were under 25 years, 78% were under 35, and 86% of service provision was to communities of interest.

The Focus Schools Program continues to thrive across South Australia, including schools in rural and remote Aboriginal and Anangu communities. We have extended our education offer to independent secondary schools and added a new curriculum for primary school teachers.

We continue to dedicate time and resources to improve and maintain robust quality systems. The culmination of the work that our team has undertaken will revolutionise our reporting

capability though a system of 'Dashboard' indicators and benchmarks. The work undertaken this year forms the foundation to ensure strong reporting and financial systems and to enable greater analysis of the activities that occur across SHine SA programs. This Dashboard will underpin a sophisticated reporting and benchmark indicator system for Board and funding provider reporting. This in turn will enhance our capacity to meet our corporate governance responsibilities.

Staff were passionate in their endeavour to build a continuous quality improvement system and to demonstrate these improvements within an accreditation framework. An important part of the continuous quality improvement journey this year has been the organisation-wide accreditation surveys for Quality Improvement Council (QIC) and Rainbow Tick. The establishment of the GLBTI Staff Network provided a framework of action for the organisation to work towards meeting the Rainbow Tick accreditation standards. A first for South Australia, SHine SA has demonstrated a commitment to GLBTI pride, diversity and inclusion and this notifies staff and consumers that they will receive responsive and inclusive services through this process. Our quality improvement endeavours reflect our commitment to maintaining a robust clinical governance framework.

Organisation responsiveness is integral to delivering on the elements of the Primary Care Framework to ensure a smooth client journey through the health system. We continue to integrate systems and work to enhance a Single Point of Entry and central response system to aid the client experience. Such a system helps to improve the capacity of a statewide service to increase access and responsiveness, and ensure that all clients receive a common response. We are proud that this is such a prominent characteristic of our organisation's culture.

The Online Chlamydia Initiative (Get Checked Now) has demonstrated that technology is another way to educate clients with nearly as many accessing our website as those who walk through the door. An opportunity to fund advertising in rural areas

would underpin a strong opportunity for young people in country towns to access testing.

SHine SA continues to demonstrate its capacity to be flexible, efficient, responsive and astute to the demands of the changing health sector in SA. Again the organisation has outperformed many of the targets set by SA Health albeit that the fiscal environment is challenging as resources tighten. The impact on the funding of primary care services generally continues to create the need for positive partnerships to enable more efficient and financially sustainable services delivered in a way that connects care within the community.

Our Strategic Plan 2013-16 has required a stronger focus to implement the directions across the organisation. We have invested considerable time this year in building the framework for our Year 2 Annual Business Plan in order to meet our goals. This work will hold us in good stead as we work towards a new Strategic Plan to 2020. Our intent is to consolidate and build a solid foundation to enable the organisation to extend its reach, deliver its existing services with more efficiency, grow comprehensive services and embed quality in everything that we do.

I would like to take this opportunity to thank the dedicated Strategic Management Team, without whose support I would not be able to implement the strategic directions; the Leadership group, who have been fantastic in contributing to the Leadership Forums; and all the staff for their support through a time of transformational change. This year, we welcomed Alan McLaughlin as the



Chief Finance Officer/Manager Corporate Services, who has led the development of a corporate services function for SHine SA. I also want to thank my Board Chair, Heather Karmel for her experienced guidance and support and the volunteer Board who work diligently for SHine SA and supported me through this time of clinical and corporate governance improvements.

**Jill Davidson**  
Chief Executive Officer



PELVIC PAIN CONFERENCE 2015



**Jill Davidson**  
Chief Executive Officer  
RN, RPN, RM, BHA (UNSW), MBA, Assoc Dip Acc, FACHSM, CE, GAICD



**Dr Helen Calabretto**  
Manager, Education Information & Research Division  
RN, RM, Dip T (Nse Ed), B Ed (Nsg St), M Ed St, PhD



**Sue Arwen**  
Manager, Clinical Services & Community Programs Division  
BN



**Dr Tonia Mezzini**  
Director of Medical Services  
BA (Hons), BMBS FRACGP, MHSSH



**Alan McLaughlin**  
Manager, Corporate Services/Chief Finance Officer  
B.Bus (Insurance & Accounting), Grad Dip Health Science (Administration), FCPA, AFACHSM, AMAHSFMA, FAI

# STRATEGIC DIRECTIONS

2013–16

Existing Services	New Services	Partnerships	Quality
<b>By 2016:</b> SHine SA is delivering the SA Health contract with maximum efficiency	<b>By 2016:</b> SHine SA has established revenue generating services that extend beyond the SA Health contract	<b>By 2016:</b> SHine SA has developed strategic partnerships that enhance our services	<b>By 2016:</b> SHine SA has strengthened its business support functions
Clients experience a more holistic service through a single point of entry	We are delivering enhanced clinical services through a more holistic response to client need	Services are improved through relationships with interstate family planning organisations	Corporate governance has strengthened
<ul style="list-style-type: none"> <li>✓ Single Point of Entry (SPoE) established for improved and relevant access to services</li> <li>✓ Staff trained in SPoE</li> <li>✓ Active communication strategy in place</li> </ul>	<ul style="list-style-type: none"> <li>✓ Demographic data collated for SHine SA regions</li> <li>✓ Population Health Plan summary version for services</li> <li>✓ Drop-in clinics meeting targets for young people</li> <li>✓ Scoping and establishment of Near Patient Testing at Woodville then at Davoren Park establishing SHine SA as a public health provider</li> </ul>	<ul style="list-style-type: none"> <li>✓ National Family Planning Alliance Australia (FPAA) established</li> <li>✓ Participation in national research forum</li> <li>✓ Participation in national working groups: Aboriginal Special Interest Group; Medical Professional Working Group</li> <li>✓ National Position Statements</li> </ul>	<ul style="list-style-type: none"> <li>✓ Financial services and resources review recommendations in place for Finance, Audit &amp; Risk Committee</li> <li>✓ Risk Management Policy and Framework</li> <li>✓ Chief Finance Officer appointed</li> <li>✓ Membership of Finance, Audit &amp; Risk Committee strengthened</li> <li>✓ Board governance training</li> </ul>
The organisation has the capability to adapt its service models	We have extended our education services in schools through a fee-for-service delivery model	Services are achieved through Population Health Service Plan	Clinical governance has strengthened
<ul style="list-style-type: none"> <li>✓ HR department established</li> <li>✓ HR strategy reviewed</li> <li>✓ HR policies completed</li> <li>✓ External employee survey</li> <li>✓ Hub &amp; Spoke service model</li> <li>✓ Establishment of a clinical service at Karparrinthi Aboriginal Health &amp; Wellbeing Centre</li> </ul>	<ul style="list-style-type: none"> <li>✓ Fee-for-service model embedded</li> <li>✓ Primary School curriculum success with increasing education sessions</li> </ul>	<ul style="list-style-type: none"> <li>✓ Population demographics identified</li> <li>✓ Data by Medicare Local regions and LGAs undertaken</li> <li>✓ Service planning context identified</li> <li>✓ Establishment of services in Yatala Men's Prison and Remand Centre</li> </ul>	<ul style="list-style-type: none"> <li>✓ Clinical Governance Framework</li> <li>✓ Clinical Governance Action Plan</li> <li>✓ Clinical Indicators in place and reported</li> <li>✓ Incident reporting process revised</li> <li>✓ Director of Medical Services appointed</li> </ul>
The culture of the organisation is supported by a fit-for-purpose industrial agreement	We have extended our workforce development services through optimising technology and targeted training	Services are extended through relationships with all primary health organisations in SA	Continuous Quality Improvement has strengthened
<ul style="list-style-type: none"> <li>✓ Nurse EBA completed</li> <li>✓ Consultative committees operational</li> <li>✓ Negotiations underway for ASU EBA</li> </ul>	<ul style="list-style-type: none"> <li>✓ Development of online courses and webinars</li> <li>✓ Courses reviewed and reorganised using feedback from external course reference groups of stakeholders and course evaluations</li> <li>✓ Provision of organisational education to upskill SHine SA staff</li> <li>✓ Continued tailored training to organisations</li> <li>✓ Marketing of courses via other organisations' e-newsletters; SHine SA professional networks; and SHine SA social media (Facebook, LinkedIn and SASHA service)</li> <li>✓ nPEP education to EDs and other sites that provide nPEP starter packs scoped for delivery in 2015–16</li> <li>✓ STI Workforce Strategy for SA developed to be implemented 2015–20</li> </ul>	<ul style="list-style-type: none"> <li>✓ Exploration of co-delivery of educational offerings to health professionals with primary health organisations</li> <li>✓ Partnership presentations in the northern region</li> <li>✓ Collaborative partner with Headspace</li> <li>✓ Strong partnership with AHCSA to deliver Aboriginal education in rural and remote communities</li> </ul>	<ul style="list-style-type: none"> <li>✓ QIP accreditation undertaken</li> <li>✓ Rainbow Tick accreditation undertaken</li> <li>✓ Quality Coordinator appointed</li> <li>✓ Quality Committee in place</li> <li>✓ Work Health &amp; Safety Committee reviewed</li> <li>✓ GLBTI Staff Network established</li> <li>✓ Work Health &amp; Safety organisational audit undertaken</li> </ul>

Existing Services	New Services	Partnerships	Quality
<b>By 2016:</b> SHine SA is delivering the SA Health contract with maximum efficiency	<b>By 2016:</b> SHine SA has established revenue generating services that extend beyond the SA Health contract	<b>By 2016:</b> SHine SA has developed strategic partnerships that enhance our services	<b>By 2016:</b> SHine SA has strengthened its business support functions
The organisation is supported by a robust ICT Strategy that enhances Health Service Agreement activity	We have repositioned the organisation through marketing	Our research credentials are enhanced through our relationships with higher education institutions in SA	We can provide the right data and the right services through contemporary assets and systems
<ul style="list-style-type: none"> <li>✓ Online Chlamydia Initiative website active</li> <li>✓ New SHine SA website live</li> <li>✓ Telemedicine/webinar tested with Country Health SA agencies</li> <li>✓ IT hardware refresh</li> <li>✓ Mobile Board documents platform</li> </ul>	<ul style="list-style-type: none"> <li>✓ Marketing Coordinator appointed</li> <li>✓ Adopted a digital strategy first phase – new website</li> <li>✓ Market research complete</li> <li>✓ Brand and campaign marketing through print, radio and online mediums</li> <li>✓ Enhanced the organisation's social media presence and utilised Facebook advertising</li> <li>✓ Maintained the position as the lead experts in SA to provide media comment on sexual health issues</li> </ul>	<ul style="list-style-type: none"> <li>✓ Continued to collaborate with UniSA, Deakin University and the University of Sussex on the ARC Linkage Project</li> <li>✓ Scoped additional collaborative research project with Flinders University</li> </ul>	<ul style="list-style-type: none"> <li>✓ Cost Centre Accounting driving efficiencies</li> <li>✓ KPI systematic data collection</li> <li>✓ Clinic efficiency metrics in place</li> <li>✓ Reviewed firms for provision of Dashboard reporting</li> <li>✓ Participated in national data collection with Family Planning NSW</li> </ul>
SHine SA is working towards meeting its SA Health Agreement KPIs	We are trading our sexual health and relationship wellbeing resources to an extended customer base		
<ul style="list-style-type: none"> <li>✓ KPIs met and exceeded in majority of areas</li> <li>✓ Finance Audit and Risk Reporting in place</li> <li>✓ Board reporting framework established</li> <li>✓ Significant marketing to increase Online Chlamydia Initiative uptake</li> </ul>	<ul style="list-style-type: none"> <li>✓ Develop a targeted marketing strategy to on-sell current resources to ensure widest reach to potential customers</li> <li>✓ Updated current resources</li> <li>✓ Scoped external funding sources to develop new resources</li> </ul>		
The new services are supported by robust technology	The organisation is strengthened by solid business supports		
<ul style="list-style-type: none"> <li>✓ Microsoft upgrade</li> <li>✓ Assessment of business requirement for client database</li> <li>✓ Power Budget Dashboard scoped</li> </ul>	<ul style="list-style-type: none"> <li>✓ Organisation structure reviewed to align ICT with Corporate Services</li> <li>✓ New clinic software supported by Tyro</li> <li>✓ Improved high end reporting</li> </ul>		

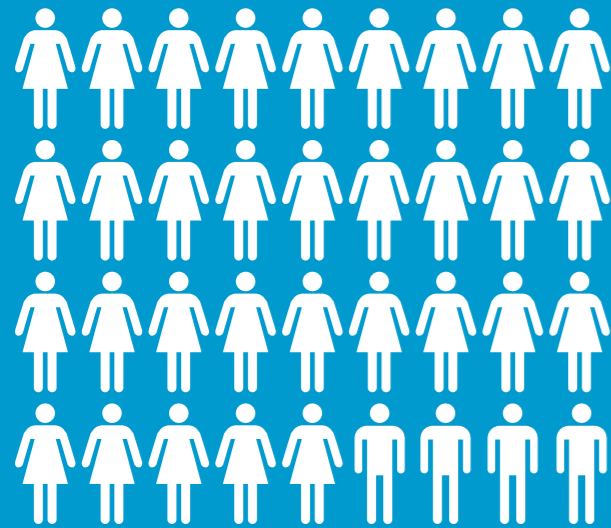


CHAIR VICTORIAN AIDS COUNCIL (VAC), SUE ARWEN, JILL DAVIDSON AND SIMON RUTH, CEO, VAC



MEDICAL OFFICERS AND CEO

# OUR SERVICES AT A GLANCE



98 STAFF AS AT 30 JUNE 2015

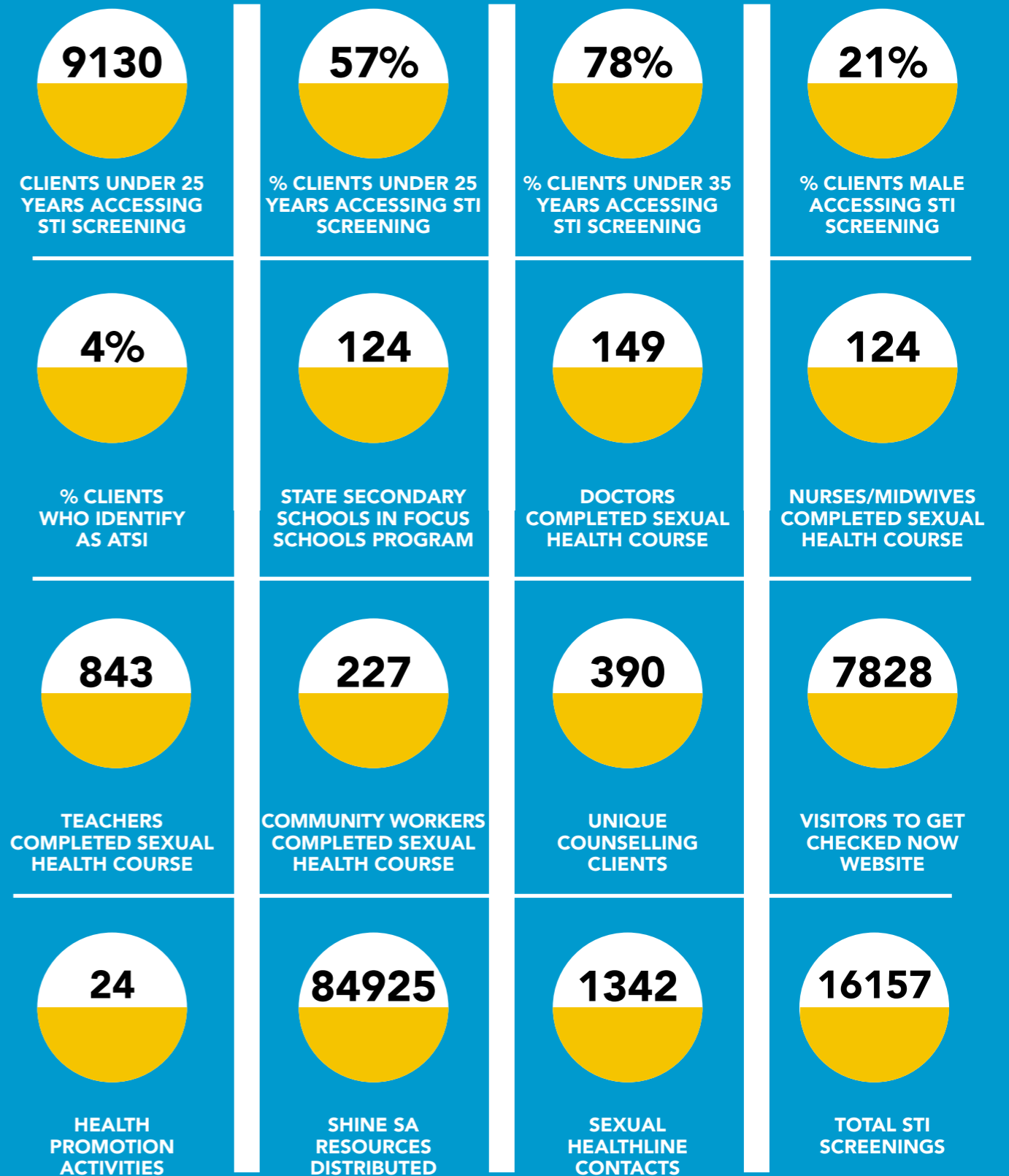
91% FEMALE

9% MALE

- 20** NURSES & MIDWIVES
- 14** MEDICAL OFFICERS
- 3** COUNSELLORS
- 24** EDUCATORS & COORDINATORS
- 5** MARKETING, RESOURCES, INFORMATION
- 8** MANAGERS
- 24** ADMINISTRATION



# SERVICE PERFORMANCE STATISTICS





## SOCIAL JUSTICE

**WE ARE COMMITTED TO ACCESSIBILITY AND AFFORDABILITY; WE ADVOCATE FOR THOSE IN MOST NEED**

# CLINICAL SERVICES & COMMUNITY PROGRAMS DIVISION



The Clinical Services & Community Programs Division continues to provide high quality clinical services and a range of community programs to the South Australian community. The Division encompasses SHine SA's clinical services, and the following programs: Focus Schools Program, Safe Schools Coalition SA, Close the Gap and Quality. The SA Targeted HIV and STI Prevention Program, initially named HIV SA, will join this suite of programs in 2015–16.

Clinical services are provided from six locations across metropolitan Adelaide and three within the prison system at Yatala Women's Prison, Yatala Labour Prison and the Adelaide Remand Centre. SHine SA general clinics are provided in the regions of Davoren Park, Woodville, Karrparrinthe Aboriginal Health & Wellbeing Centre (Woodville), Gilles Plains, Marion and Noarlunga. Counselling is provided in Davoren Park, Woodville, Marion and Noarlunga.

The demand for clinical services continues to grow with an increase in services provided in 2014–15 to a total of 21 481 appointments for 7267 clients. There was also an increased demand for Sexually Transmitted Infection (STI) screening services, with screenings provided to 2314 young people under 25 years.

With an increasingly higher demand and community members accessing the service, a number of service improvements have been implemented to improve the client journey. These included:

- A review of the Single Point of Entry system with feedback from clients being gained through a website feedback portal, the implementation of iPad feedback tools in the Davoren Park and Woodville sites, and through the annual client satisfaction survey. Overwhelmingly feedback was positive; this was further substantiated by undertaking a snapshot audit of the call volume and waiting times clients experience.
- An improvement in the drop-in system to streamline care. These changes included a triage system so that the service is targeted at people under 35 years requiring STI screening,

Emergency Contraception, pregnancy testing and who are symptomatic of STIs; and a 'Walk In and Wait' system with clients being allocated a scheduled vacancy. This will reduce the waiting time for clients and improve the client journey.

- The appointment of a Practice Manager to review and streamline the administrative functions of clinical services across all locations.
- The scoping and preparation for the implementation of Near-Patient Testing, initially at the Woodville site. This will enable testing and treatment on site and on the day for clients with STIs.

Individual reports can be found in this annual report from the clinical services and community programs teams which give a broad overview of the programs. Each of the community programs has a common thread in that they build the capacity of workers and educators to work with young people around a range of sexual health and relationships issues. Each program works in partnership to strengthen the program and extend its reach. Ongoing evaluation of training provided ensures the programs meet the needs of the audience and remain relevant to the issues facing young people today.

**Sue Arwen**  
Manager, Clinical Services & Community Programs Division



## COUNSELLING SERVICES

The Sexual Health Counselling team provides clients with affordable sexual health counselling, advice/information and referral, and training or consultancy to workers.

In 2014–15 the team continued to increase the number of clients seen and services offered. A Team Leader position was created and a new counsellor was recruited.

The top sexual health issues presenting continue to be sexual relationship issues including work with couples, Genito Pelvic Pain – Penetration Disorder or GPP–PD (Vaginismus), gender identity/gender transition, the effects of sexual violence, and sexual dysfunction such as erectile difficulties (in order of presentation).

Secondary issues presenting mostly relate to anxiety and, to a lesser extent, depression and other emotional or behavioural issues such as grief and loss. The relationship between sexual health issues and mental health can be complex (for example, anxiety can arise from or cause sexual issues, and can maintain a sexual problem regardless of origin).

### Other activities

- The team leader joined a Family Forum group, auspiced by Relationships Australia, and now contributes to an Advertiser column in response to letters from the public.
- Clients were interviewed as part of the organisation's Rainbow Tick accreditation.
- The team has worked alongside a Disability Project Officer, referring some clients who are more suited to education (or their workers/carers who require this).
- Consulting work has largely revolved around resourcing community members over the phone.

*My experience at SHine SA has been a positive one. I've been treated with nothing but respect, kindness and compassion, and am able to feel comfortable talking about something I never thought I would be able to. The counselling I've received has given me hope for my future.*

**SHine SA Client 2015**

- Networking/liaison work has focused on young people and mental health, due to changes in funding and services available to this client group across the state.
- Training of nurses has been a particular focus.
- Professional development opportunities have been sought in areas such as Trauma Informed Practice (TIP), an evidence-based approach to working with trauma.
- The team attended a workshop entitled *Mental health-care professionals working with transgender people*.



### Shifts in counselling client presentations over the years

*Over time we have seen a shift from older clients, often married, questioning their gender or else wanting to explore gender 'play' (such as dressing at home, at times purely for sexual arousal, possibly with a partner) to more young people who identify as genderqueer, transgender or gender questioning. These younger clients often have more clarity about their gender identity, its expression and expect acceptance from those around them, when first presenting to SHine SA.*

*As counsellors it is tempting to speculate that social change is reflected via client presentations, and we hope that as a society we are seeing a transition to greater valuing and recognition of diversity in the areas of gender identity. There is much work to be done to progress this change, as in the area of sexuality where similar positive shifts have been seen and continue to take place.*

*There are also indications of social 'shifting' in terms of taboos, social norms, judgment or stigma (even discrimination) in the domain of specific sexual concerns. We note that more young women disclose to others they know (family, friends and partners) about issues such as pain with intercourse and work through this issue while in relationships. This aids our continued work around the effects of shame, secrecy, isolation surrounding this topic (GPP-PD or Vaginismus), leading to greater success in our work with clients on such problems.*

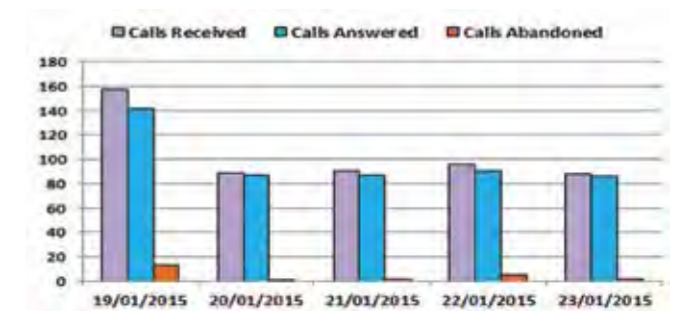
## SINGLE POINT OF ENTRY 2014–15 REVIEW SUMMARY

In January 2014, SHine SA moved to a Single Point of Entry (SPoE) system which effectively meant clients and community members would ring one central telephone number for all services within SHine SA. The SPoE is managed by a trained team of four Administrative Receptionists. The aim was to facilitate an effective and efficient as well as seamless frontline service for clients and community by ringing one central number where appointments could be made at any of SHine SA's five clinics or three counselling services, or calls could be transferred to any worker or team within any of the three main locations SHine SA operates from.

The table below highlights in a three-month comparable period in 2014 and then in 2015, the volume of calls received and the improvement over time in the number of calls answered vs the number abandoned (abandoned includes calls left on the message bank when the Administrative Receptionists are busy on other calls).

	Calls	Answered	Abandoned
1/1/14 - 31/3/14	7,925	5,630	1,169
1/1/15 - 31/3/15	6,320	5,996	236

The following table shows a snapshot over a week which highlights the busiest days and number of calls received in one day. This information helps with staffing and to identify high traffic times.



Overall feedback gained from the community through the annual client survey, web-based feedback and the new iPad surveys available in most clinics, identified that the majority of clients were happy with the service and had their phone contact needs met.



## ONLINE CHLAMYDIA INITIATIVE: GET CHECKED NOW WEBSITE

The Online Chlamydia Initiative, Get Checked Now ([www.getcheckednow.com.au](http://www.getcheckednow.com.au)), was developed, in collaboration with a number of agencies, as part of the South Australian Sexually Transmissible Infections (STI) Action Plan 2012–2015. It aims to increase access for young people to opportunistic STI screening. The initiative is a web-based program targeting young South Australians aged 16–30, guiding them through a risk self-assessment. If the risk assessment deems them to be eligible, the young person can have a free test for Chlamydia and Gonorrhoea without needing to see a doctor. The process includes printing a pathology request form or downloading the form to their smartphone/tablet, and then taking this to a SA Pathology Patient Collection Centre for the test. Results and follow-up are provided by SHine SA Registered Nurses/Midwives.



The Get Checked Now website, launched in March 2014 to address the rising rates of Chlamydia and Gonorrhoea in young South Australians, has shown increased traffic to the website. This year 20 people have tested positive to Chlamydia or Gonorrhoea; however, the greatest benefit has been the number of people who have accessed the website and moved through the information. The statistics demonstrate that nearly as many people who attended our clinics, have viewed at least 6 pages on the website indicating that this is a great way for young people to access health promotion information on the website. In terms of testing, the positivity rate for Chlamydia and Gonorrhoea was found to be 24.5%.





CLINICAL SERVICES TEAM MEMBERS



CLINICAL TEAM - NURSES/MIDWIVES

## CLINICAL SERVICES

This past year has seen significant growth and changes in clinical service provision. Across all SHine SA sites, over 7000 clients have been seen in 2014–15, totalling nearly 21 500 appointments.

Through the service agreement with SA Health, and as a partner in the South Australian Sexually Transmitted Infection (STI) Action Plan, access to clinical services are prioritised for men and women under the age of 35. For people over 35, priority is given to the following client target groups:

- Aboriginal and Torres Strait Islander people
- Gay, Lesbian, Bisexual, Transgender and Intersex people
- People from culturally and linguistically diverse backgrounds
- People with disabilities
- People from rural and remote areas

People outside of these criteria who have a Medicare card are still able to access limited sexual health consultations with a Medical Officer. There is high demand for these appointments.

Walk-in services have proven to be particularly popular this year, especially with people under 25 and men under 35. Over 50% of our clients are under 25 years, and 78% of clients are under 35. We are aiming to increase this access for young people.

Screenings for sexually transmitted infections have increased this year, with over 9000 screening tests provided to people under 25 years. Screening for Chlamydia, Gonorrhoea, Syphilis and blood-borne virus screening for Hepatitis B, C and HIV were the highest screened STIs.

Contraception services continue to be in high demand, with an increase in the number of women seeking this service. The contraceptive pill is the most popular form of contraception, followed by long acting reversible contraceptives, such as the intrauterine device (IUD) and contraceptive implant. Over 1000 pregnancy tests were performed, and Emergency Contraception (EC) provided to more than 230 people.

The Sexual Healthline continues to provide accessible information, advice and referral through a telephone and email service to people favouring an anonymous and confidential service. Over 1300 calls were received this year, on issues from contraception enquiries to sexually transmitted infections and general sexual health.

A quality improvement initiative this year has been to introduce Clinical Portfolio responsibility to Registered Nurses and Midwives employed at SHine SA. These areas include governance and quality assurance work on areas such as Service Delivery Guidelines, Infection Control, Work Health Safety, Immunisation, the Disability Project, membership of the Gay Lesbian Bisexual Transgender and Intersex (GLBTI) staff network, Medication Management and Near-Patient Testing Project.

Planning is well underway to implement on-site testing for STIs, with the purchase of microscopes and laboratory equipment at three sites. This will enable symptomatic clients to be given a diagnosis and treatment on the same day.

The valuable association with 'Adelaide to Outback', which enables the employment of GP Registrars at SHine SA under the supervision of the Director of Medical Services and other experienced Medical Officers, has continued this year. This offers junior doctors the opportunity to increase their skills in sexual and reproductive health, in a supportive clinical environment.

SHine SA continues to work in partnership with the SA Prison Health Service, providing weekly sexual and reproductive health services for women who are in prison. This year saw the service expanded to include fortnightly visits to Yatala Labour Prison and the Adelaide Remand Centre.



## SAFE SCHOOLS COALITION SOUTH AUSTRALIA

In June 2014 SHine SA was proud to commence the delivery of Safe Schools Coalition SA as part of the national roll out of Safe Schools Coalition Australia.

Funded by the Australian Government Department of Education, and nationally convened by the Foundation for Young Australians, Safe Schools Coalition Australia is dedicated to creating safe and inclusive schools for same sex attracted, intersex and gender diverse students, staff and families. By joining the coalition, schools make a commitment to take action and are supported with free access to high quality resources, tailored professional development, consultancy and ongoing support.

The Safe Schools Coalition SA Project Manager at SHine SA works as part of a national team of state partners and contributes to the program on a national level.

### Key outcomes for 2014–15

- 48 South Australian schools joined the coalition (2 primary, 35 secondary, 11 combined).
- All of staff professional development sessions were delivered at 21 member schools to approx. 1300 staff.
- 15 tailored sessions and presentations were provided to approx. 2500 students and staff.

- The inaugural Safe Schools Coalition SA 'Action Day' was launched by the Hon. Minister Susan Close MP and attended by approx. 120 students and staff from 18 schools.



- 18 schools and families accessed consultancy and support for transgender students.
- Policy support was provided to the Department for Education and Child Development and individual schools.
- A Youth Engagement Worker position was created and a Youth Engagement Strategy established.

The significant support provided by the Focus Schools team and SHine SA's positive reputation within the education sector are key factors for the success of this program.



*I'm really excited about all the action that's being taken and can't wait to start seeing these things being implemented. I had been feeling kind of lonely, hopeless and isolated for what feels like a lifetime, to have the school take this step and to be a part of it means the world to me.*

Student, Safe Schools Coalition school

## FOCUS SCHOOLS PROGRAM

The Focus Schools team continues to support 124 state schools with a secondary component in SA. These schools have received Principal and Governing Council endorsement to join the Focus Schools Program. This equates to 93% of Department for Education and Child Development (DECD) schools with a secondary component. This year we have welcomed Gawler and District B-12 College to the program. All Focus Schools received professional development, resources, curriculum and personnel support to allow them to deliver a comprehensive, whole of school approach in the area of Relationships and Sexual Health (R&SH) education. Additionally we have supported the Youth Education Centre with professional development and resources to enable them to provide learning opportunities to the young people who are in secure care and not connected to mainstream schooling.

### Professional development

A total of 839 secondary teachers attended courses. Nine 15-hour courses, aiming to increase the confidence and capacity of teachers to deliver comprehensive R&SH curriculum to their students, were offered with 130 participants. Before training 42% of participants indicated that they were confident or very confident to teach relationships and sexual health. This increased to 98% after they had completed the training.

607 staff participated in update sessions from 93 schools while an additional 102 participants attending a one-day workshop to support students with disability.

Additionally, tailored workshops of 10 hours duration were delivered to 120 pre-service teachers at UniSA.

### Student evaluation

In 2014 the program received feedback from a record number of students (n=4295) representing 71 Focus Schools. These schools received an individual summary report as well as the full report that reflected the cumulative data. This allowed for comparisons and the results to be used to promote their program through school newsletter articles and in responding to queries from the school community.

Students overwhelmingly endorsed the program with 86% of students rating the course overall as good or excellent and 95% believing the course will be useful now or in the future. A report titled *2014 Snapshot of student feedback on Relationships and sexual health program* can be found on the SHine SA website.

### Primary sector support

SHine SA has developed a Years 5–7 comprehensive R&SH curriculum and an associated teacher reference book *Teach it like it is: Primary*. This curriculum complements both the *Australian Health and Physical Education Curriculum* and the *Keeping Safe: Child Protection Curriculum*. This curriculum was made available to participants at twelve 15-hour courses that focused on the primary years with 179



attendees. Since 2014, staff from 74 separate DECD schools with a primary component have attended courses and received the curriculum.

### Additional support

Presentations to secondary students that highlighted SHine SA's services were conducted on 59 occasions to a total of 2800 students. These were often conducted at the end of a series of R&SH lessons reinforcing classroom learning and where the students can go for help and information in the future.

Currently there are 190 members of the Relationships & Sexual Health Education Email Network for Teachers. Members receive an email approximately once a term highlighting training opportunities, new resources, research articles, and anything that is relevant and interesting to support their teaching role.

### Focus Schools throughout South Australia



## YARNING ON: A CLOSE THE GAP ON ABORIGINAL SEXUAL HEALTH PROGRAM



CLOSE THE GAP TEAM MEMBERS

The Yarning On program delivered through the Close the Gap team has been well received and embraced by the Aboriginal and Torres Strait Islander community living and working in rural and remote South Australia since January 2010. Originally funded through the COAG National Partnership Agreement on Closing the Gap in Indigenous Health Outcomes, the program, now funded through SA Health, is in its final year of funding.

During 2014–15 the Yarning On Aboriginal Focus Schools and Investing in Aboriginal Youth programs have continued to work toward improving sexual health outcomes for Aboriginal people in South Australia and reducing teenage pregnancies for young Aboriginal women. The program has a strong community education focus which has resulted in increased STI testing and consequently an increase in positive STI results.

Partnerships remain crucial to the development, delivery and evaluation of the program. A strong partnership has developed with the Aboriginal Health Council of SA and with the Department for Education and Child Development. The Yarning On program has paved the way with a solid foundation for positive future long-term sexual health outcomes for Aboriginal and Torres Strait Islander communities in SA.

Over the past year, the program has strengthened its relationships with schools and communities, especially within the Anangu Pitjantjatjara Yankunytjatjara (APY) Lands, and has supported the delivery of the *Keeping Safe: Child Protection Curriculum* in the

17 Aboriginal Focus Schools across rural and remote SA. The Aboriginal Focus Schools and Investing in Aboriginal Youth training programs both include pre and post training questionnaires. Levels of individuals confidence prior to training has often been described as high; however, during the training the realisation that there were gaps in personal knowledge around topics such as safer sex, relationships, gender diversity, body talk, pregnancy options, contraception, STIs and peer education were soon evident. Individual evaluation and feedback clearly states how highly beneficial the training is at increasing confidence in sexual health and respectful relationships topics. Participants love the resources, descriptive stories, sense of trust and cultural safety, practicality, ease of use, up-to-date information and non-judgmental, flexible, thought provoking, informative, factual, inclusive and professional training.

The Yarning On team is currently located in Karrparrinthe Aboriginal Health & Wellbeing Centre in the grounds of the SHine SA Woodville site. This building is a culturally safe space for the Aboriginal community members who visit the western suburbs of Adelaide. Services currently provided include a fortnightly sexual health and wellbeing clinical service for metropolitan based Aboriginal community members. We also hold culturally relevant fortnightly community information sessions on Wednesdays with a light lunch provided.



The ongoing vision is that the centre will continue to offer a holistic approach to healthy relationships and service provision which leads to increased positive Aboriginal health and wellbeing outcomes. We pride ourselves on the delivery of safe, respectful information sharing around healthy relationships to Aboriginal and Torres Strait Islander community members both near and far.



STAFF TRAVEL TO THE APY LANDS TO DELIVER THE YARNING ON PROGRAM



# DIRECTOR OF MEDICAL SERVICES



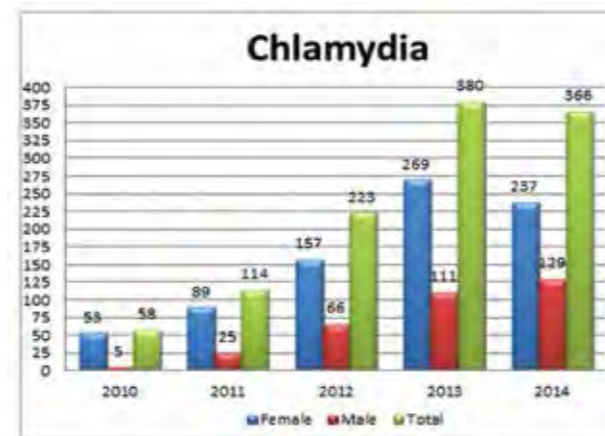
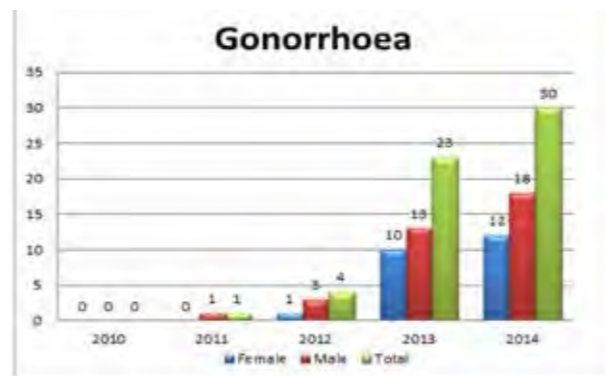
SHine SA continues to evolve and grow as we strive to meet the goals of the 2013–16 Strategic Plan, and begin to look forward to 2020. Over the past year, I have completed training as a Sexual Health Physician, paving the way for future Sexual Health Registrars to train at SHine SA. I have also been appointed as a Lecturer in the Adelaide University Rural Medical School.

The focus of 2015 has been on strengthening clinical networks, building the medical workforce, expanding clinical services, affirming a robust clinical governance system and supporting our education and training events. This has been achieved by:

- re-establishing links with GP education providers such as HealthEd, the South Australian Postgraduate Medical Education Association (SAPMEA) and the Australasian Society for HIV Medicine (ASHM)
- attending the Royal Adelaide Hospital HIV and the HIV/Hepatitis Clinical Meetings
- providing ongoing clinical advice to the pharmacists at the Repatriation Hospital DATIS service
- strengthening SHine SA's relationship with local sexual and reproductive health care providers such as the RDNS SA HIV Liaison Nurses, Pregnancy Advisory Centre, Yarrow Place and Clinic 275, as well as the interstate Family Planning Organisations
- recruiting five new medical staff to the SHine SA team – with plans to further expand the workforce in 2016
- establishing a GP Registrar Special Skills training post
- presenting at two national conferences: Australian Society for Psychosocial Obstetrics and Gynaecology; Australian and New Zealand Vulvovaginal Society
- providing educational updates for the SA Obstetric Shared Care Program, the Women's and Children's Midwives Clinical Network, the SHine SA evening education sessions, HealthEd, SAPMEA and the Sexual Health Nurses Network

- involvement in education and research with the Pelvic Pain Foundation of Australia
- continuing to review and update the Service Delivery Guidelines in conjunction with the Clinical Governance Committee

My aim is to support SHine SA's continuing development as the leading sexual and reproductive health care agency in South Australia, ensuring the highest standards of clinical care. The tables below show significant increases in the number of positive *Neisseria gonorrhoeae* and *Chlamydia trachomatis* diagnoses made at SHine SA over the past five years:

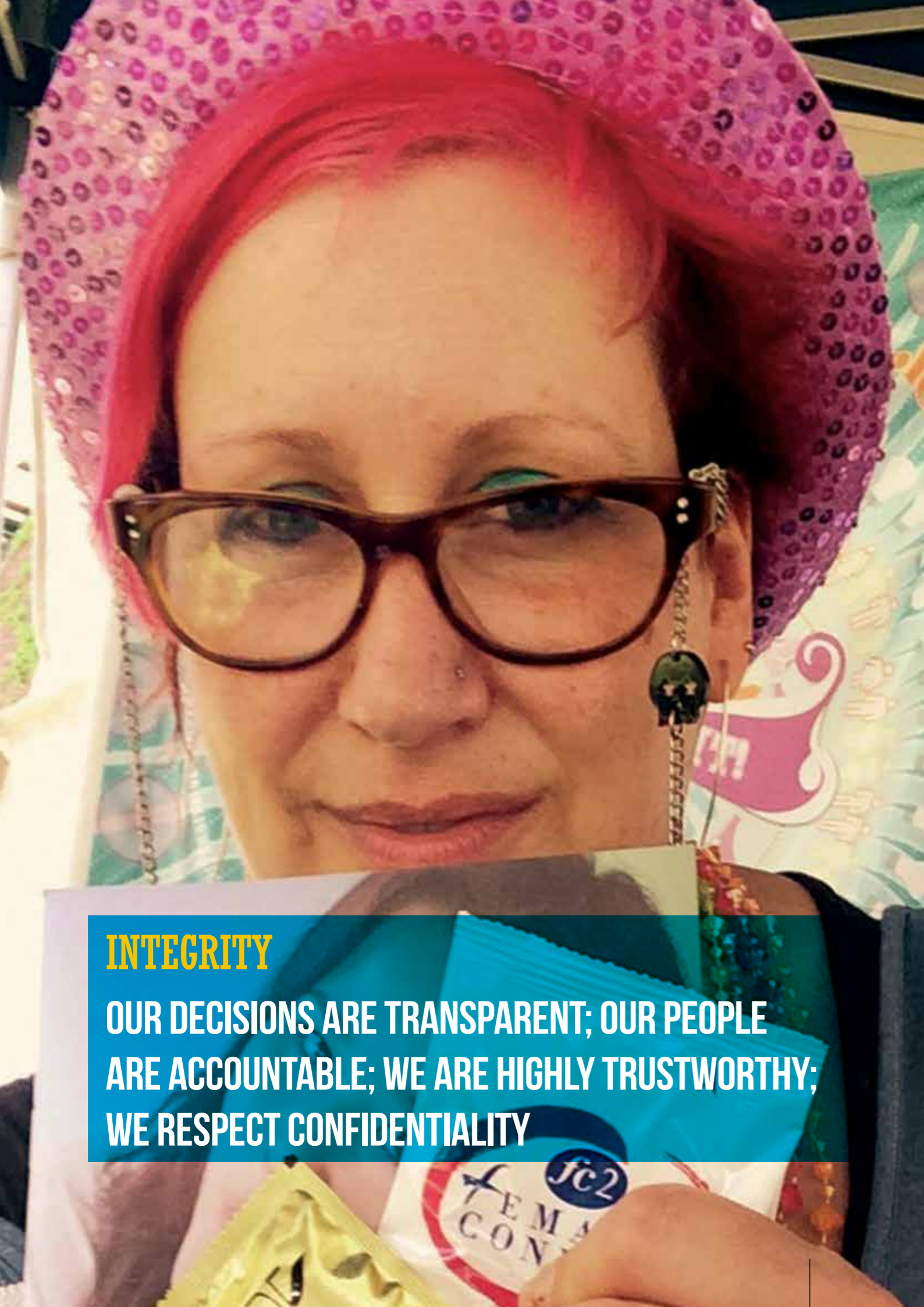


**Dr Tonia Mezzini** BA (Hons) BMBS MHSSH FRACGP FACHSHM  
Director of Medical Services  
Office of the CEO



## RESPECT

**WE EMBRACE DIFFERENCE AND CELEBRATE DIVERSITY; WE WELCOME PEOPLE WHO ARE INTERSEX, GENDER DIVERSE AND OF ALL SEXUALITIES**



## INTEGRITY

OUR DECISIONS ARE TRANSPARENT; OUR PEOPLE ARE ACCOUNTABLE; WE ARE HIGHLY TRUSTWORTHY; WE RESPECT CONFIDENTIALITY

# EDUCATION, INFORMATION & RESEARCH DIVISION



The Education, Information & Research Division consists of Medical, Nursing & Midwifery Education and Curriculum & Resource Development for teachers; Community & Organisational Education (COEd); and Library, Resources & Information. The Division provides formal courses and updates for the workforce in the area of sexual health and relationships education. The Library & Resource Centre specialist service of print-based and other resources supports the whole organisation and also serves the South Australian community. This is also true of the development and production of high quality resources and provision of information on the SHine SA website.

This year saw some significant staffing changes with the retirement of Jane Flentje, who developed the original Sexual Health and Relationships Education (*share*) curriculum and accompanying resources, which was piloted from 2003–05 and later evolved into the current Focus Schools Program. The success of this program is a direct result of her input and continues to have national and international recognition. We also welcomed new staff in the positions of Coordinator of Medical Education, CALD Youth Project Officer and Executive Assistant.

Work is underway to scope disability services for SHine SA, in order to provide much needed support for people with disabilities, their families, teachers and employers. Other important areas for the Division include an STI Workforce Strategy for SA and nPEP education to staff at a number of SA Health sites and other services.

The first phase of the Australian Research Council Linkage Grant with Professor Bruce Johnson at UniSA and researchers at Deakin University and the University of Sussex is now complete and the report from this work will be launched in October 2015 at SHine SA. The project asks young people how and what

they learn in school based sexual and relationships education and will inform the re-design of school-based programs in the future. Phase 2 of the project will be undertaken in the second part of 2015.

The Division continues to provide excellent support to the South Australian workforce and community to provide good sexual health outcomes.

I thank all members of the team for their dedicated contribution this year.

**Dr Helen Calabretto**  
Manager, Education, Information & Research Division



Education, Information & Research Division Team Members



## COMMUNITY AND ORGANISATIONAL EDUCATION (COEd) TEAM

The Community & Organisational Education (COEd) team had a highly productive and successful year.

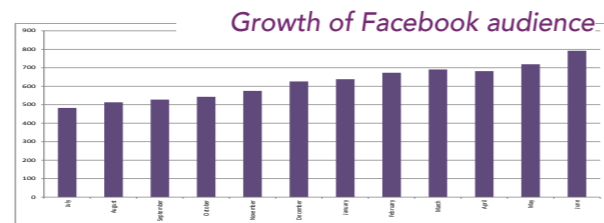
The appointment of a former SHine SA Peer Educator and Youth Action Team member to the position of Culturally and Linguistically Diverse (CALD) Youth Project Officer has brought a wealth of knowledge to share about CALD sexual health issues.

The FReedom to Explore Sexual Health (FRESH) Courses were reviewed with the input of external course reference committees, and the FRESH Assessment has now been separated from the main course, enabling the coordinators to cover additional topics such as *Sex and the Media* and *Sexual Health and Mental Health*. The team also delivered many tailored training sessions with organisations such as Australian Red Cross, Minda and Nunkuwarrin Yunti.

The team coordinated and implemented a diverse range of health promotion and community education activities ranging from small group sessions with young people, CALD women and prisoners in Mobilong Prison to stalls at community expos and larger events. We worked in partnership with a range of community and health organisations to deliver collaborative projects and events, such as the World AIDS Day Marketplace, which attracted over 120 community members, the Youth Speak Out Forum and International Day Against Homophobia, Transphobia and Biphobia event.

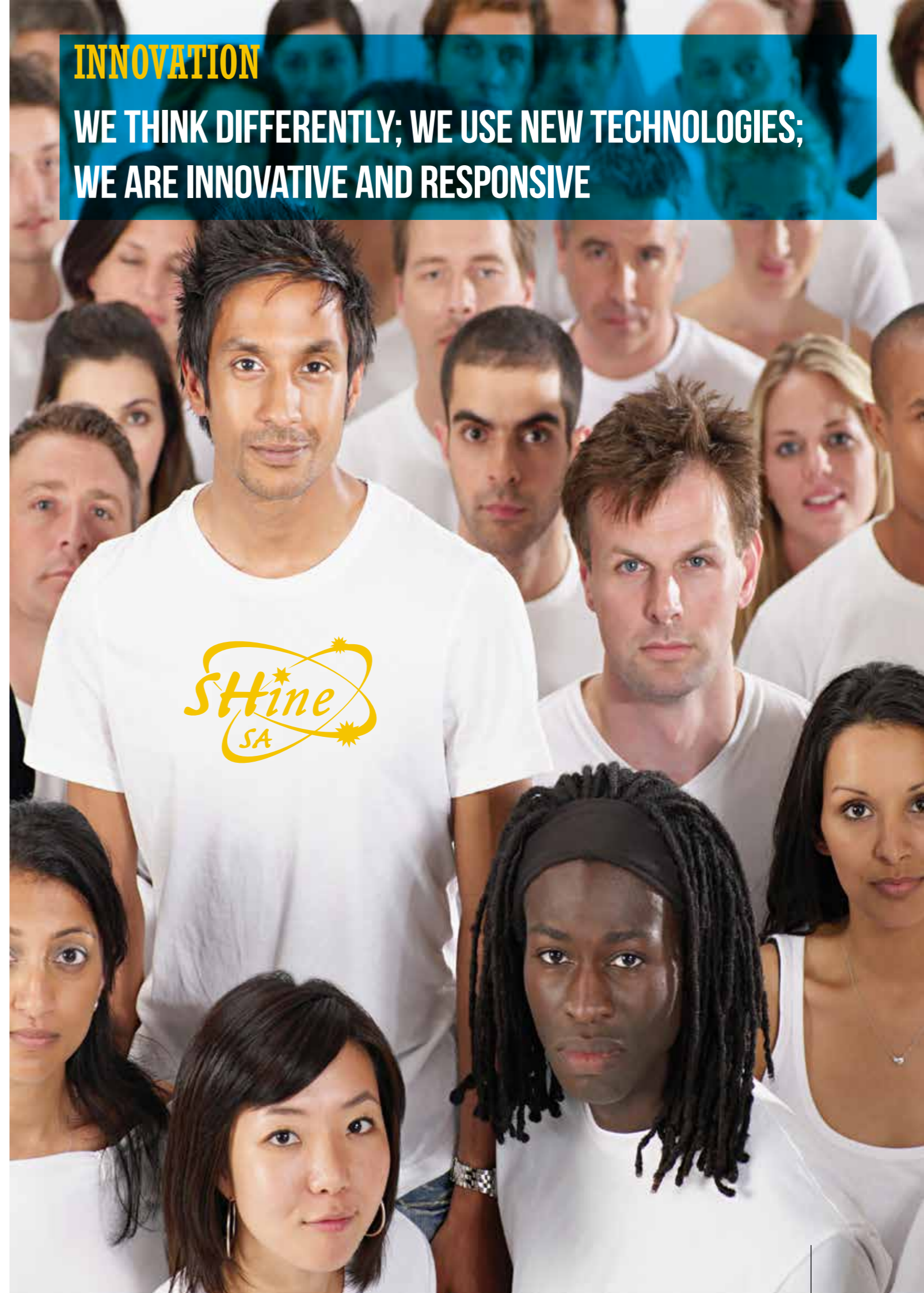


We also launched an innovative and informative new service, the South Australian Sexual Health Awareness (SASHA) service, with sexual health and related information, news and open source materials to keep everyone up-to-date, and grew our Facebook page likes by nearly 100% with a strategic and consistent social media approach.



## INNOVATION

WE THINK DIFFERENTLY; WE USE NEW TECHNOLOGIES;  
WE ARE INNOVATIVE AND RESPONSIVE



# CORPORATE SERVICES DIVISION



Following the creation of the Corporate Services Division in 2013 a great deal of work continues to be undertaken to streamline the processes to enable the best possible quality and efficient service to be provided to all internal and external customers of the service. During the course of the year Information Technology and Records Management became part of Corporate Services and a Human Resources Manager and Chief Finance Officer were recruited to the division.

A detailed marketing research project was undertaken during 2015 to enable SHine SA to better understand what our customers and the general community views are about SHine SA. A new SHine SA website was launched in June 2015. There has been continual consultation with staff representatives and Australian Services Union in relation to the SHine SA Administrative, Community Services and Professional employees enterprise agreement.

## Functions of Corporate Services

- Finance
- Payroll
- Human Resources
- Marketing and Communications
- Business Models
- Property and Facilities
- Information Technology and Records Management
- Risk Management

## 2014–15 key activities

### Finance

- Commencement of Chief Finance Officer.
- Development of management dashboard and financial reporting and budgetary system.
- Streamlining financial and corporate services processes.

### Human Resources

- Commencement of Human Resources Manager.
- Completion of nursing EBA.

### Marketing and Communications

- Market research study undertaken.
- New website.

### Business Models

- Introduction of Tyro to enhance MBS billing.

### Property and Facilities

- Davoren Park clinic refurbishments has gone out to tender.

### Risk Management

- Two consultancies have been undertaken to assess our risk management exposure, and assist SHine SA to fulfil its legal responsibility in regard to risk management.

### Alan McLaughlin

Manager/Chief Finance Officer, Corporate Services Division



CORPORATE SERVICES TEAM MEMBERS

## KEY MARKETING INITIATIVES

### Market Research: April 2015

SHine SA, in collaboration with specialist market research company Intuito, conducted key market research to inform strategic business and marketing. The areas of focus were to: understand current brand perceptions to inform specific bodies of work such as the website and various marketing communications; identify segments of the community that require SHine SA's particular focus in raising its brand awareness and providing additional service delivery (e.g. clinic locations). The survey achieved 356 workers and 833 members of the public/communities responses after 10 weeks in the field. Key findings of the research were presented to the Board in May, which included prompted awareness of the organisation being quite high at 92%, with unprompted awareness measuring at 76%. Overall perceptions of SHine SA as the lead sexual health agency in the state are extremely good; however, work around strengthening brand identity is ongoing into 2015–16.

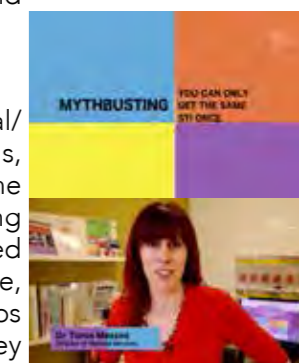


### Website launch: June 2015

SHine SA proudly launched its new website ([www.shinesa.org.au](http://www.shinesa.org.au)) on 1 June following an extensive design, development and consultation process. The website is an integral part of the organisation's marketing function – helping raise brand awareness as a comprehensive agency for sexual health and relationship wellbeing. It was designed to deliver an appropriate experience for two distinct audiences: people from SHine SA's communities of interest, and professionals working in health, education and community services. Application and functionality has also been significantly expanded in regards to mobile device compatibility and connectivity with other online channels (e.g. Facebook, YouTube, LinkedIn). During the first week of the launch of the website, page views increased by almost 40% and time spent on the site increased by more than 50%.

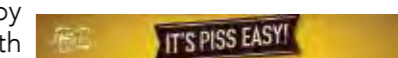
### Video production: June 2015

A series of videos were professionally produced to be used for a range of internal/external marketing applications including website, social media campaigns, presentations, reception screen rotation etc. The first is an Introduction to SHine SA (who we are, what we do) and the others are short dynamic clips mythbusting sexual health concerns. Director of Medical Services, Dr Tonia Mezzini was featured throughout these videos which were filmed using a number of locations at Woodville, including the Reception area, Library & Resource Centre, and clinic rooms. The videos are part of SHine SA's marketing direction to further engage online strategy as a key area of focus to raise awareness.



### 'It's Piss Easy' advertising campaign: January – March 2015

The objective of the campaign was to increase in-clinic STI screening by males under the age of 35. The campaign strategy was based on youth consultation and a range of internal and external recommendations. The resulting key message of the campaign addressed the fact that an STI test is not a big deal, it's just 'peeing in a cup'. The campaign ran across a combination of media including News Corp online advertising, Fresh 92.7 FM and social media. Overall there was an increase in STI testing on the same period last year and Facebook advertising was attributed to a significant increase in website traffic. Results from this campaign highlight the benefit of incorporating a solid digital strategy, including social media advertising, into the organisation's marketing activities for 2015–16.



### Media coverage: 2014–15

SHine SA continues to be a lead organisation providing expert commentary to the media around sexual health issues. The organisation achieved extensive metropolitan and regional coverage throughout 2014–15 for both news-related and editorial items. Media outlets included the Advertiser, 5AA, 891 ABC Radio and Viet Magazine, which featured education pieces targeted at one of SHine SA's communities of interest.

### SASHA: South Australian Sexual Health Awareness

SASHA is the organisation's online current awareness service which provides news and views on various aspects of sexual health and sexuality from a wide range of sources. These range from credible sources of sexual health and related information to relevant opinion pieces in the media.





PERSONAL ASSISTANTS & ADMIN WORKERS

## HUMAN RESOURCES

Key activities for the SHine SA Human Resources function in 2014–15 included:

- commencement of Human Resources Manager three days per week from March 2015
- SHine SA Nursing & Midwifery Employees Enterprise Agreement 2014 signed in October 2014
- continuing consultation between management, employee representatives and the Australian Services Union in relation to the SHine SA Administrative, Community Services and Professional Employees Enterprise Agreement
- drafting of SHine SA Human Resources Strategic Framework
- revision of remaining SHine SA Human Resources Policies and Procedures
- appointment of external consultant to undertake the SHine SA Administration Review
- commencing consultation for the purposes of designing and implementing a SHine SA Attraction and Retention Procedure involving streamlining and enhancing SHine SA's current recruitment and orientation processes
- revision of SHine SA Performance and Development framework and documentation



DISABILITY SERVICES



**EXCELLENCE**  
**WE STRIVE FOR EXCELLENCE IN ALL WE DO**



# STATUTORY COMPLIANCE

## WORK HEALTH AND SAFETY

The Work Health and Safety Committee met six times in the 2014–15 financial year. The committee comprises representatives from the following work groups:

- Clinical
- Administration
- Close the Gap Team
- Focus Schools Team
- Education, Information & Research Division
- Management

### Activities

The committee has overseen a range of proactive health and safety measures including:

- health and safety audits of SHine SA's six sites
- coordination of training: chief and fire warden, manual handling, child safe environments
- fire and duress drills
- two Work Health and Safety newsletters
- dealing with aggressive clients training for frontline staff
- procedure and policy review
- staff flu vaccination program
- vehicle tracking system for pooled vehicles
- revised policy for driving on rural and remote roads
- food and catering policy

### Summary of incident reports

21 actual or potential incidents were recorded:

- difficult or aggressive clients x 5
- physical injury (minor) x 10
- minor car accident x 2
- inadequate storage x 2
- slippery floor surface x 1
- security x 1

### WorkCover

No claims.

The committee wishes to thank SHine SA staff for their role in maintaining a healthy and safe work environment.

In addition, SHine SA responds to the:

**Whistleblower's Protection Act 1993** – protecting staff who make disclosures relating to dangerous or improper conduct.

**Privacy Act 1998** – ensuring that the personal and medical information of all clients, staff and patients' families is protected.

**Freedom of Information Act 1991** – to ensure that public access to official documents and records is appropriate and in accordance with the Act.

**Workplace Gender Equality Act 2012** – in order to provide and improve gender equality in the workplace and eliminate discrimination.

## QUALITY OF CARE

Quality is one of the four strategic pillars that make up SHine SA's Strategic Framework. The pillar is made up of Corporate and Clinical Governance, Service Quality and Assets & Systems objectives.

The engagement of suitably qualified and experienced staff to deliver services is fundamental to ensuring the quality of sexual health services provided by SHine SA. The recruitment and orientation process has been strengthened to ensure staff are employed who support SHine SA's values.

### Accreditation

SHine SA undertook its seventh cycle of accreditation this year with the Quality Improvement Council (QIC) and for the first time the Rainbow Tick Accreditation, both through the Quality Innovation Performance (QIP). The joint accreditation review took place in March 2015. SHine SA has been awarded a three-month period of grace to complete one area within QIC and achieved 19 out of the 24 required sections in the Rainbow Tick accreditation. Again we have been awarded a three-month period of grace to satisfactorily complete these activities. This work will be completed and submitted to QIC late August 2015 along with a three-year quality work plan for both accreditations.

### Continuous Quality Improvement

2014–15 saw the development of a Gay, Lesbian, Bisexual, Transgender & Intersex (GLBTI) staff network that drove the Rainbow Tick Accreditation preparation. Membership incorporated representatives from all work groups. This highly active group undertook a self-assessment, and with Executive support made many recommendations and improvements to several service aspects. These included:

- The inclusion of proof of satisfactory values and attitudes towards GLBTI communities into the Job and person specification, inclusion in interviews and referee checks and a comprehensive orientation program.
- Amendments to the way personal information is collected relating to sexuality and gender on the client registration form.
- Introduction of all-gender toilets in SHine SA owned sites.
- A series of posters advising GLBTI clients they are welcome at SHine SA.
- A specific message on the website and all key pamphlets: 'SHine SA welcomes people who are intersex, gender diverse and of all sexualities'.
- A website feedback portal.
- Professional development for all staff.

This model of staff involvement in the changing of policy and practice to create a safe and inclusive environment for GLBTI clients is being replicated in 2015–16 for the development of an Aboriginal and Torres Strait Islander staff network and a Disability staff network. These networks report directly to the Quality Committee.

The main focus of the Quality Committee has been to embed quality into each area of work and to oversee the accreditation. The committee will continue to encourage and oversee the development of quality activities and the implementation and monitoring of the Quality Work Plan. The Quality Committee, Clinical Governance Committee and Work Health Safety Committee are working collaboratively to ensure a high quality organisation in which staff work and clients receive the best possible care. Following accreditation, the position of Quality Officer became vacant and will be recruited to in August 2015. This position now includes a Work Health Safety focus to make it a more substantial role.

### Clinical Governance

2014–15 saw the further development of the Clinical Governance functions in SHine SA. The Clinical Governance Framework was reviewed and improved and the first suite of reports came from the Clinical Governance Plan through the Dashboard of indicators. Quarterly reports to the SHine SA Finance, Audit and Risk committee include audit results of:

- Staff
  - sick leave trends
  - professional registrations
  - driver's licences
  - Child Safe Environments DSCI checks
- Clinical audits
  - allergy recording
  - audits of clients' records for quality purposes
  - demand management

SHine SA continues to be committed through its quality and governance structures to ensuring the client experiences the highest possible level of care and service.

### QIC ACCREDITATION TEAM



# FINANCIAL REPORT



## TREASURER'S REPORT

I am pleased to deliver my maiden Annual Financial Statement for SHine SA for the year ending 30 June 2015. In particular I would like to acknowledge and thank Matthew Rosenberg for his contribution to SHine SA over the past few years as Treasurer and the assistance he has given to the Finance, Audit and Risk Committee during the course of this year.

It is pleasing to report that in the 2015 financial year there has been an increase in clinical services of 23%, counselling services 43%, and workforce participants 62%. 78% of our clients are under 35 and 86% of our clients are from communities of interest. SHine SA reports an under budget operating deficit of \$285,301 for 2014–15 (\$91,898 deficit for 2013–14) which reflects the priorities set by the SHine SA Board for the year.

As at 30 June 2015 total assets after depreciation were \$6,211,173 (2014: \$6,147,629), and total liabilities were \$1,497,533 (2014: \$1,132,212). Retained earnings were \$3,252,227 (2014: \$3,537,528) comprising previous years' accumulated funds. Asset revaluation reserve of \$1,477,889 remains unaltered.

The cost of the Woodville Road Property Deed for 2015 was \$46,715 (\$131,654 for 2013–14) with a lower cost for 2015 due to a reduction in Consumer Price Index (CPI) for South Australia.

There has been a great deal of improvement in financial and corporate governance this financial year. The Finance, Audit and Risk Committee has worked very hard with management and staff to introduce a culture of prudent financial management and implement the changes required to manoeuvre SHine SA's position to take advantage of tender opportunities which complement its core services.

I would particularly like to thank Management and the Finance Team for the support I have received during my short time as Chair of the Finance, Audit and Risk Committee and I would like to thank former and current Board members for their ongoing support and professionalism.

Finally, I am pleased to report that SHine SA remains in a sound financial position.

### Jody Bund B.Com GAICD

Treasurer, SHine SA Board  
Chair, Finance and Audit Advisory Committee

Income & Expenditure	2010–11	2011–12	2012–13	2013–14	2014–15
<b>Income</b>					
▪ Grant Income	5,708,100	5,812,221	5,399,153	4,986,765	5,437,538
▪ Trading Income	536,213	489,128	657,268	747,584	928,836
<b>Total Income</b>	<b>6,244,313</b>	<b>6,301,349</b>	<b>6,056,421</b>	<b>5,734,349</b>	<b>6,366,374</b>
<b>Expenses</b>					
▪ Salaries & Wages	4,516,760	4,7108,35	4,588,386	4,301,279	5,224,817
▪ Goods & Services	1,723,521	1,583,109	1,387,659	1,524,968	1,426,858
<b>Total Expenses</b>	<b>6,240,281</b>	<b>6,293,944</b>	<b>5,976,045</b>	<b>5,826,247</b>	<b>6,651,675</b>
<b>Net Operating Surplus/ (Deficit)</b>	<b>4,032</b>	<b>7,405</b>	<b>80,376</b>	<b>(91,898)</b>	<b>(285,301)</b>

Comparisons	SA Health	Close the Gap	Safe Schools	Other Programs	Total
	\$	\$	\$	\$	\$
<b>Revenue</b>					
▪ Grant Income	4,681,806	631,409	119,836	4,487	5,437,538
▪ Other Income	5	12,447		916,384	928,836
<b>Total Revenue</b>	<b>4,681,811</b>	<b>643,856</b>	<b>119,836</b>	<b>920,871</b>	<b>6,366,374</b>
<b>Expenses</b>					
▪ Salaries & Oncosts	3,592,750	459,420	95,638	1,077,009	5,224,817
▪ Other Expenses	1,135,369	184,436	24,198	82,855	1,426,858
<b>Total Expenses</b>	<b>4,728,119</b>	<b>643,856</b>	<b>119,836</b>	<b>1,159,864</b>	<b>6,651,675</b>
<b>Surplus/(Deficit)</b>	<b>(46,308)</b>	<b>(0)</b>	<b>0</b>	<b>(238,993)</b>	<b>(285,301)</b>

SHINE SA INC

TABLE OF CONTENTS

CONTENTS	PAGE NO(S)
Board's Report	2
Financial Report	
Statement of Profit or Loss and Other Comprehensive Income	3
Assets and Liabilities Statement	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
Notes to and Forming Part of the Financial Statements	7
Statement by Members of the Board	12
Independent Auditor's Report	13
Auditor's Independence Declaration	15

2

SHINE SA INC

BOARD'S REPORT

The Board Members present their report on the financial statements of the Association for the year ended 30 June 2015

The following persons hold office as Council Members as at the date of this report:

Philip Jackson (Resigned November 2014)  
Peta Smith  
Julian Roffe  
Matthew Rosenberg  
Bridgid Coombe  
Vanessa Swan  
Heather Karmel  
Christine Morris  
Jody Bund (appointed November 2014)  
Poppy Matiers (appointed November 2014)

PRINCIPAL ACTIVITIES

To receive money from the Australian Government and provide programs and support to improve the sexual wellbeing of South Australians.

SIGNIFICANT CHANGES

No significant change in the nature of these activities occurred during the year.

OPERATING RESULT

The loss incurred from ordinary activities for the year ended 30 June 2015 amounted to \$285,301 (2014: loss \$91,896)

AFTER BALANCE DATE EVENTS

No matters or circumstances have arisen since the end of the financial year, that have significantly affected or may significantly affect:

- (i) the operations of the Association
- (ii) the results of the operation; and
- (iii) the state of affairs of the Association.

BENEFITS RECEIVED

In the opinion of the Council Members of Shine SA Inc:

a) During the year ended 30 June 2015 no:


- i) Officer of the Association;
- ii) Firm of which the officer is a member; or
- iii) Body corporate in which the officer has a substantial financial interest.

has received or become entitled to receive a benefit as a result of a contract between the officer, firm or body corporate and the Association; and

b) During the year ended 30 June 2015 no officer of the Association received directly or indirectly from the Association any payment or other benefit of a pecuniary value.

Signed in accordance with a resolution of the Board Members.

  
Board Member

  
Board Member

Dated this 14th day of September 2015

## SHINE SA INC

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

	Note	2015 \$	2014 \$
<b>INCOME</b>			
Grant Income		5,437,538	4,986,765
Other Income		808,432	602,502
Interest		122,404	145,082
<b>TOTAL INCOME</b>		<b>6,368,374</b>	<b>5,734,349</b>
<b>EXPENDITURE</b>			
Salary and On-costs		5,224,817	4,301,279
Administration Costs		279,225	213,185
Accreditation		14,848	12,514
Buildings		261,764	342,357
Clinic Supplies		121,376	97,887
Finance Costs		43,944	33,423
Depreciation		72,974	84,894
Loss on Disposal of Assets		-	79,372
Occupancy Costs - Woodville		48,715	131,854
Information Technology	1(b), 7	152,719	83,571
Library		15,465	11,724
Program Costs		166,632	310,720
Travel		175,481	72,284
Telephone/ Communication		45,767	51,363
<b>TOTAL EXPENDITURE</b>		<b>6,651,875</b>	<b>5,826,247</b>
<b>(DEFICIT)</b>		<b>(283,501)</b>	<b>(91,898)</b>
<b>OTHER COMPREHENSIVE INCOME</b>			
Items that may be reclassified subsequently to profit or loss			
Fair value gains/losses on available-for-sale financial assets		(16,476)	-
<b>OTHER COMPREHENSIVE INCOME/LOSS FOR THE YEAR</b>		<b>(16,476)</b>	<b>-</b>
<b>TOTAL COMPREHENSIVE INCOME/(LOSS) FOR THE YEAR</b>		<b>(301,777)</b>	<b>(91,898)</b>

The accompanying notes form part of these financial statements.

## SHINE SA INC

ASSETS AND LIABILITIES STATEMENT  
AS AT 30 JUNE 2015

	Note	2015 \$	2014 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	2	3,377,917	3,702,471
Trade and Other Receivables	3	89,347	139,158
Inventories	4	32,227	22,474
Other Current Assets	6	20,866	24,552
<b>TOTAL CURRENT ASSETS</b>		<b>3,520,357</b>	<b>3,898,755</b>
<b>NON CURRENT ASSETS</b>			
Financial Assets	6	492,045	-
Property, Plant & Equipment	7	2,198,771	2,248,876
<b>TOTAL NON CURRENT ASSETS</b>		<b>2,690,816</b>	<b>2,248,876</b>
<b>TOTAL ASSETS</b>		<b>6,211,173</b>	<b>6,147,631</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	8	652,763	597,558
Short Term Provisions	9	544,770	534,656
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,197,533</b>	<b>1,132,214</b>
<b>NON CURRENT LIABILITIES</b>			
<b>TOTAL NON CURRENT LIABILITIES</b>		<b>-</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>		<b>1,197,533</b>	<b>1,132,214</b>
<b>NET ASSETS</b>		<b>4,713,640</b>	<b>5,015,417</b>
<b>ACCUMULATED FUNDS</b>			
Reserves Surplus		3,252,227	3,537,526
Asset Revaluation Reserve		1,477,889	1,477,889
Financial Assets Reserve		(16,476)	-
<b>TOTAL ACCUMULATED FUNDS</b>		<b>4,713,640</b>	<b>5,015,417</b>

The accompanying notes form part of these financial statements.

5

SHINE SA INC  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2015

	Note	Retained Earnings \$	Asset Revaluation Reserve \$	Financial Asset Reserve \$	Total Accumulated Funds \$
Balance at 1 July 2013		3,029,426	1,477,889	-	5,107,315
Operating Loss for 2014 year		(91,868)	-	-	(91,868)
Balance as at 30 June 2014		3,537,528	1,477,889	-	5,015,417
Operating Loss for 2015 year		(285,301)	-	-	(285,301)
Comprehensive Income (Loss)	\$	-	-	(16,476)	(16,476)
Balance as at 30 June 2015		3,252,227	1,477,889	(16,476)	4,713,640

The accompanying notes form part of these financial statements.

6

SHINE SA INC  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2015

	Note	2015 \$	2014 \$
Cash flows from Operating Activities:			
Receipts			
Grants Received		5,714,998	5,330,972
Interest Received		118,355	154,730
Other Receipts		866,241	519,900
Payments			
Payments to Suppliers		(1,219,440)	(1,344,539)
Payments to Employees		(5,214,703)	(4,264,795)
Net Cash flows provided by Operating Activities	10	253,451	396,268
Cash flows from Investing Activities:			
Payments for Property, Furniture, Plant and Equipment		(69,484)	(183,866)
Payment of Investments		(508,521)	-
Net Cash flows used in Investing Activities		(578,005)	(183,866)
Cash flows from Financing Activities:			
Net Cash flows provided by Financing Activities		-	-
Net increase(decrease) in cash held		(324,554)	212,402
Cash at the beginning of the year		3,702,471	3,490,069
Cash at the end of the year	10	\$ 3,377,917	\$ 3,702,471

The accompanying notes form part of these financial statements.

## SHINE SA INC

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2015

## 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

## Basis of Accounting

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Australian Charities and Not-for-profits Commission Act 2012 and the Association's Constitution. The Council has determined that the Association is not a reporting entity.

The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements:

## (a) Cash and Cash Equivalents

Cash and cash equivalents include 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. Bank overdrafts are shown within borrowings in current liabilities on the Assets and Liabilities Statement.

## (b) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

## Property

Freehold land and buildings are carried at their fair value (being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction), based on periodic, but at least triennial, valuations by external independent valuers, less accumulated depreciation for buildings.

Increases in the carrying amount arising on revaluation of freehold land and buildings are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity; all other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

The Woodville land and buildings is subject to a Deed of Government Charge and Encumbrance between the Minister for Health and Shine SA (the Deed). The land and buildings are carried at their fair value, based on periodic, but at least triennial, valuations by external independent valuers, less the indexed Minister's capital contribution repayable to the Minister in accordance with the terms of the Deed.

Increases in the carrying amount arising on revaluation of the Woodville land and buildings are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity; all other decreases are recognised in profit or loss.

Changes in the indexed Minister's capital contribution are recognised in the Income and Expenditure Statement as Occupancy Costs - Woodville.

## Plant and equipment

Each class of plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by the Members of the Council to ensure that recorded values are not in excess of the recoverable amount of these assets of the Association.

The depreciable amount of all Plant and Equipment capitalised is depreciated on a straight-line basis over the useful lives of the assets to the Association commencing from the time the asset is held ready for use. The depreciation rates for each class of asset are:

i) Buildings	2.50%
ii) Furniture and Equipment	20%
iii) Telephone System	20%
iv) Motor Vehicles	22.50%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of the 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 and losses are included in the Income and Expenditure Statement.

## SHINE SA INC

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2015

## 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont)

## (c) Revenue

Grant monies are treated as income of the Association in the year in which it is received, except to the extent that the grant is received in advance and is to be expended in future years. These amounts are carried forward as a liability and are disclosed in the financial statements as income received in advance.

Fundraising and donations are recognised as income when they are received.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue from the provision of goods and services is recognised upon the receipt of cash.

All revenue is stated net of the amount of goods and services tax (GST)

## (d) Income Tax

The Board has received endorsement from the Commissioner of Taxation as an income tax exempt charitable entity under Subdivision 50-5 of the Income Tax Assessment Act 1997.

## (e) 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 Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Assets and Liabilities Statement are shown inclusive of GST.

## (f) Impairment of Assets

At each reporting date, the Association reviews the carrying values 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 value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the Income and Expenditure Statement.

## (g) Employee Entitlements

Provision is made for the Association's liability for employee entitlements arising from services rendered by employees in the end of the reporting period.

Annual leave is measured at its nominal value and is determined on the basis of statutory and contractual requirements.

Long Service Leave is provided for in respect of all employees employed with the Association. Long Service Leave entitlements are recognised once an employee reaches legal entitlement (i.e. 7 years of service) and a provision is made for this cost. The amount of leave entitlements vested at 30 June 2015 are shown as a current liability.

The contributions made to superannuation funds by the Association are charged as an expense when incurred and payable.

## (h) Inventories

Inventories are measured at the lower of cost and net realisable value.

## (i) Financial Assets

Investments in financial assets are initially recognised at cost, which includes transaction costs, and are subsequently measured at fair value, which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through an equity reserve.

## (j) Comparatives

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

## (k) Critical Accounting Estimates and Judgements

Members of the Board evaluate estimates and judgements incorporated into the financial report 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 association.

## (l) Economic Dependency

The Association incurred an operating loss in 2015 of \$265,301 (2014: loss of \$91,898). In 2015 the Association experienced operating cash inflows of \$253,451 (2014 inflow of \$396,268).

The Association receives 74% of its funding through SA Health. The extent to which the Association will be able to continue the provision of services at current levels is dependent on the continuation of appropriate levels of support from the Department of Health and the achievement of operating surpluses and positive operating cash flows. The current funding agreement, which is indexed, expires on the 30th of June 2017.

## SHINE SA INC

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2015

2 CASH AND CASH EQUIVALENTS	Note	2015 \$	2014 \$
Cash on Hand		4,950	4,560
Cash at Bank		3,372,967	3,697,621
Total Cash and Cash Equivalents		<u>\$ 3,377,917</u>	<u>\$ 3,702,471</u>
<b>3 TRADE AND OTHER RECEIVABLES</b>			
<b>CURRENT</b>			
Trade Receivables		89,347	139,156
Total Trade and Other Receivables		<u>\$ 89,347</u>	<u>\$ 139,156</u>
<b>4 INVENTORIES</b>			
<b>CURRENT</b>			
Inventories at Cost		32,227	32,474
Total Inventories		<u>\$ 32,227</u>	<u>\$ 32,474</u>
<b>5 OTHER CURRENT ASSETS</b>			
<b>CURRENT</b>			
Prepayments		14,499	24,204
Accrued Income		6,437	380
Total Other Current Assets		<u>\$ 20,936</u>	<u>\$ 24,584</u>
<b>6 FINANCIAL ASSETS</b>			
<b>NON CURRENT</b>			
Shares in listed corporations at fair value		462,045	-
Total Financial Assets		<u>\$ 462,045</u>	<u>\$ -</u>
<b>Reconciliation of Financial Assets</b>			
Balance at beginning of the year		-	-
Additions		508,521	-
Disposals		-	-
Change in Value		(16,476)	-
		<u>492,045</u>	<u>-</u>

## SHINE SA INC

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2015

7 PROPERTY, PLANT AND EQUIPMENT	Note	2015 \$	2014 \$
<b>PROPERTY, PLANT AND EQUIPMENT</b>			
Land & Buildings at Valuation - Woodville		5,987,145	5,987,145
Less: Indexed Minister's Capital Contribution		(4,544,167)	(4,497,452)
Total Land & Buildings at Valuation - Woodville	1(b),(c)	<u>1,442,978</u>	<u>1,489,693</u>
Land at Valuation - Davoren Park		236,364	236,364
Buildings at Valuation - Davoren Park		226,373	226,373
Less: Accumulated Depreciation		(11,295)	(6,098)
Total Land & Buildings at Valuation - Davoren Park	1(b),(c)	<u>451,442</u>	<u>456,641</u>
Plant & Equipment at Cost		677,367	607,915
Less: Accumulated Depreciation		(439,200)	(390,733)
Total Plant & Equipment at Cost		<u>238,167</u>	<u>217,182</u>
Motor Vehicles at Cost		181,694	181,895
Less: Accumulated Depreciation		(115,540)	(96,335)
Total Motor Vehicles at Cost		<u>66,154</u>	<u>85,560</u>
Total Property, Plant and Equipment		<u>2,198,771</u>	<u>2,248,876</u>
<b>Asset revaluations</b>			
Land & Buildings at Woodville includes the 64c Woodville Road, Woodville property and the 51 Bower Street, Woodville property. Land & Buildings at Davoren Park is the 43 Peachey Road, Davoren Park property. The last valuations for these properties were performed at 30 June 2013 by an independent valuer, Valcorp Pty Ltd.			
<b>Movement in Indexed Minister's Capital Contribution</b>			
Balance at 1 July		(4,497,452)	
Balance at 30 June		(4,544,167)	
Movement in Indexed Minister's Capital Contribution - Occupancy Costs		<u>46,285</u>	
<b>8 TRADE AND OTHER PAYABLES</b>			
<b>CURRENT</b>			
Trade Creditors		285,028	63,412
Accrued Expenses		46,075	169,844
Income Received in Advance		841,660	364,200
Total Trade and Other Payables		<u>972,763</u>	<u>597,456</u>
<b>9 PROVISIONS</b>			
<b>CURRENT</b>			
Provision for Annual Leave		272,692	254,612
Provision for Long Service Leave		272,078	280,144
Total Provisions		<u>544,770</u>	<u>534,756</u>

## SHINE SA INC

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2015

## 10 CASH FLOW INFORMATION

	Note	2015 \$	2014 \$
<b>(i) Reconciliation of Cash and Cash Equivalents</b>			
Cash on Hand		4,950	4,550
Cash at Bank		3,372,967	3,697,921
Total Cash and Cash Equivalents	2	\$ 3,377,917	\$ 3,702,471
<b>(ii) Reconciliation of Operating Loss for year to Net Cash flows provided from Operating Activities</b>			
Loss for year attributable to the Association		(285,301)	(91,898)
Add: Depreciation Expense		72,874	84,894
Loss/(Gain) on Sale of Property Plant and Equipment		-	79,372
Loss/(Gain) on Occupancy Costs - Right-to-Use Asset		46,715	131,654
(Increase)/Decrease in Trade and Other Receivables		49,609	(82,802)
(Increase)/Decrease in Inventories		247	(4,273)
(Increase)/Decrease in Other Assets		3,786	(14,616)
Increase/(Decrease) in Trade and Other Payables		368,207	257,253
Increase/(Decrease) in Provisions		10,114	36,484
Net cash flows provided by (used in) Operating Activities		353,451	398,285

## 11 EVENTS OCCURRING AFTER BALANCE DATE

There has been no significant events which have occurred subsequent to 30 June 2015.

## 12 RELATED PARTY DISCLOSURES

The names of the persons who were Board Members of Shine SA Inc at any time during the financial year were as follows:

Peta Smith  
Philip Jackson  
Julian Roffe  
Matthew Rosenberg  
Brigid Coombe  
Vanessa Swan  
Heather Karmel  
Christine Morris  
Poppy Matters  
Jody Bund

## 13 REMUNERATION OF MANAGEMENT COMMITTEE MEMBERS

No amounts were received or are due and receivable by the Board Members of Shine SA Inc during the year ended 30 June 2015.

## 14 CONTINGENT LIABILITIES

The Association has no other known contingent liabilities as at 30 June 2015.

## 15 EXPENDITURE COMMITMENTS

## Capital Commitments:

At reporting date, the Association has no commitments for capital expenditure (2014, \$Nil).

## SHINE SA INC

## STATEMENT BY THE MEMBERS OF THE BOARD

The Board have determined that the Association is not a reporting entity.

The Board have determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Board the financial report as set out on pages 3 to 12:

- (a) Gives a true and fair view of the financial position of Shine SA Inc as at 30 June 2015 and its performance for the financial year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements and Division 60 of the Australian Charities and Not-for-profits Commission Act 2012; and
- (b) At the date of this statement, there are reasonable grounds to believe that Shine SA Inc will be able to pay its debts as and when they become due and payable.

This statement is made in accordance with a resolution of the Council and is signed for and on behalf of the Board by:



Board Member



Board Member

Dated this 14th day of September 2015



SHINE SA INC

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SHINE SA INC

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of SHine SA Inc, which comprises the Assets and Liabilities Statement 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 Statement by Members of the Board.

**The Board's Responsibility for the Financial Report**

The Board of SHine SA Inc 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 statements is appropriate to meet the requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the needs of the members. The Board's responsibility also includes such internal control as the Board determine is necessary to enable the preparation and fair presentation 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 the procedures 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 to the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that give 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 Board, 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 *Australian Charities and Not-for-profits Commission Act 2012*.



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SHINE SA INC

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SHINE SA INC (CONT)

**Opinion**

In our opinion, the financial report of SHine SA Inc is prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* including:

- i) giving a true and fair view of the entity's financial position as at 30 June 2015 and of its performance and cash flows for the year ended on that date;
- ii) complying with Australian Accounting Standards to the extent described in Note 1 and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

We have been given all information, explanations and assistance necessary for the conduct of the audit.

**Basis of Accounting**

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Board's financial reporting responsibilities under the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose.



Edwards Marshall  
Chartered Accountants



Noel Clifford  
Partner, Assurance Services

Adelaide  
South Australia

Dated 16 September 2015



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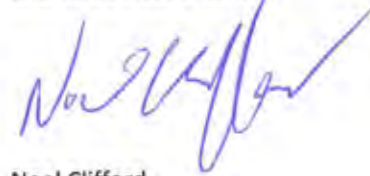
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**AUDITOR'S INDEPENDENCE DECLARATION  
UNDER SECTION 60-40 OF THE AUSTRALIAN CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012  
TO THE BOARD MEMBERS OF SHINE SA INC**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2015 there have been no contraventions of the auditor independence requirements as set out in any applicable code of professional conduct in relation to the audit.



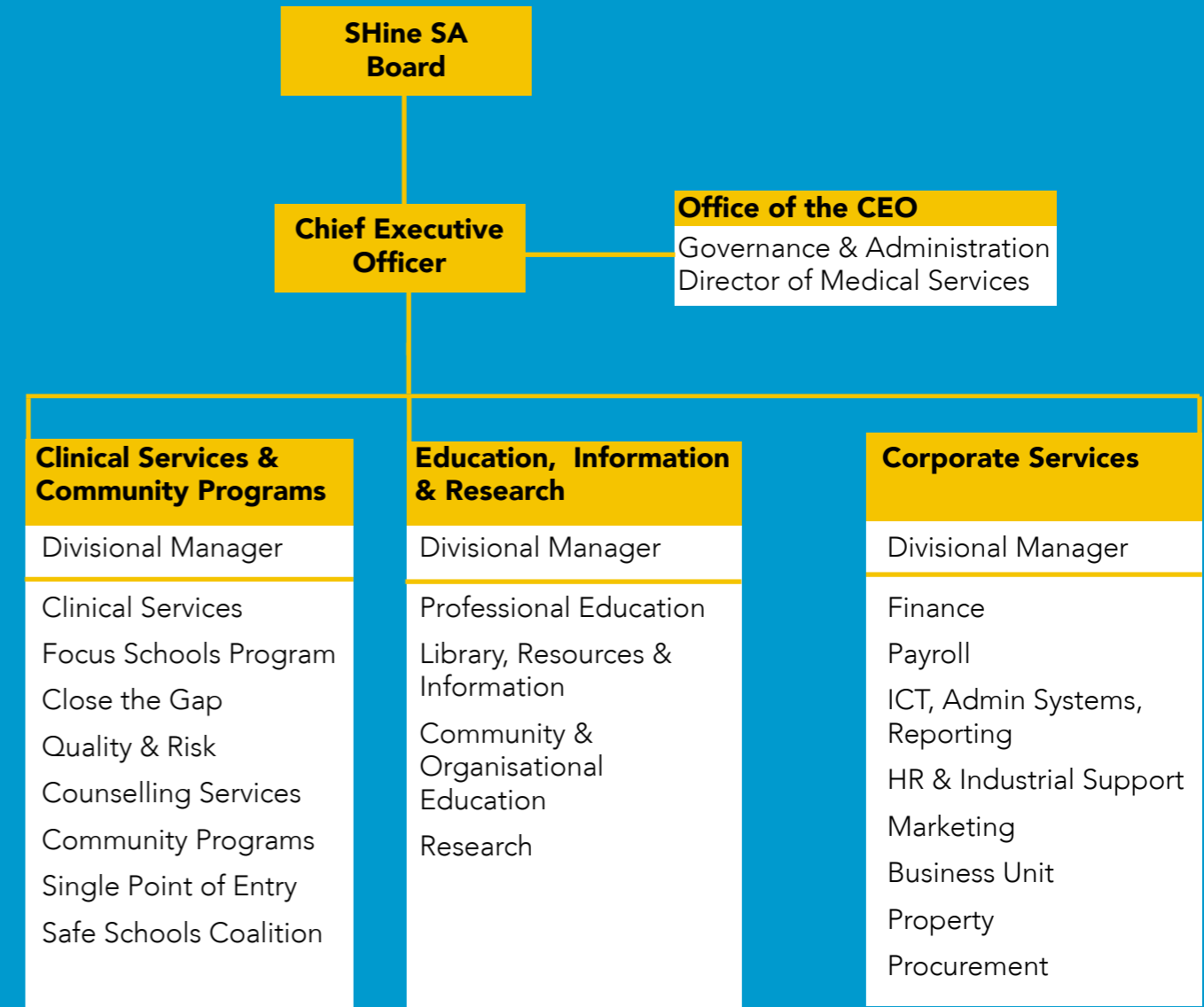
Edwards Marshall  
Chartered Accountants



Noel Clifford  
Partner

Dated 14 September 2015

# ORGANISATIONAL CHART



## OUR VISION

# SEXUAL AND RELATIONSHIP WELLBEING FOR ALL



## OUR PARTNERS

Partnerships with organisations committed to sexual and relationship wellbeing are greatly valued and we work collaboratively with a range of government and non-government agencies, family planning organisations, educational institutions, health associations and service providers, in order to best meet the relationships and sexual health needs of the South Australian community.

We thank our partners in 2014–15.

- Aboriginal Health Branch, SA Health
- Aboriginal Health Council of South Australia (AHCSA)
- Adelaide University
- Australian Federation of AIDS Organisations (AFAO)
- Australian Society of HIV Medicine (ASHM)
- Bfriend, Uniting Communities
- Clinic 275
- Dale Street Women's Health Centre
- Department for Communities and Social Inclusion
- Department for Education and Child Development
- Disability SA
- Drug & Alcohol Services SA (DASSA)
- Family Planning Alliance Australia
- FEAST Festival
- Flinders University
- Foundation for Young Australians
- Gender Diversity Alliance SA
- GP Partners SA
- Headspace Woodville
- Hepatitis SA
- Mental Illness Fellowship SA
- Nganampa Health Council
- O'Brien Street Practice
- Pelvic Pain Foundation
- Pregnancy Advisory Centre
- Red Cross Australia
- Relationships Australia South Australia (RASA)
- Royal Adelaide Hospital STI BBV Network
- Royal Australian College of General Practitioners
- SA Cervix Screening Program
- SAFKI and Northern Adelaide Medicare Locals
- Sex Industry Network (SIN)
- STI and BBV Section, SA Health
- TAFE SA
- Uniting Care Wesley Port Adelaide
- University of South Australia
- Victorian AIDS Council
- Yarrow Place
- Youth Affairs Council of South Australia





