
REPORT OF OPERATIONS – CORPORATE

REPORT OF OPERATIONS

The GWRDC's Board is committed to high standards of corporate governance in accordance with relevant statutes and principles. To ensure that the GWRDC operates according to the accountability provisions of the CAC Act, a range of measures is relied on by the Board, including:

- > systems for monitoring performance
- > policy reviews
- > internal and external audits
- > regular reviews of income and expenditure
- > a risk identification and management framework, and
- > a formal process undertaken with R&D providers to ensure outcome delivery.

The Directors undergo an induction process and the *Director's Manual*, which highlights corporate responsibilities, is revised regularly.

The Board reviews and updates the Corporate Calendar to ensure that the GWRDC meets key planning, reporting, compliance and operational requirements throughout the year.

The Board regularly reviews the GWRDC's progress towards the achievement of corporate goals and makes assessments of success when preparing formal communications such as the *Annual Report* and *Annual Operational Plan* for the Minister.

Accounts and records of transactions are maintained by the GWRDC using generally accepted accounting principles, and financial statements are prepared in accordance with the Finance Minister's Orders, Schedule 1 of the CAC Act and Australian Accounting Standards and Interpretations.

GWRDC's governance framework

Drivers → Requirements → Our responses

Enabling legislation	Compliance checklists against relevant legislation	Governance	Financial and performance audit	Operations
<ul style="list-style-type: none"> > PIERD Act > CAC Act <p><i>Finance Minister's Orders (esp. Report of Operations Order)</i></p>	<p>Principal documents</p> <ul style="list-style-type: none"> > Five-Year R&D Plan > Annual Operational Plan > Portfolio Budget Statement > Annual Report 	<ul style="list-style-type: none"> > Development of policies > Ongoing accountability to Ministers and stakeholders > Directors' Manual > Register of Directors' interests > Annual compliance reporting > Directors' training 	<ul style="list-style-type: none"> > Annual audit <ul style="list-style-type: none"> – External auditors – Australian National Audit Office > Financial delegations and standard operating procedures (SOPs) > Monthly review against budget > Outcomes and outputs planning and reporting 	<ul style="list-style-type: none"> > Standard Operating Procedures > Risk management and Fraud Control Plan > Contracts > Staff training
<p>Other legislation</p> <ul style="list-style-type: none"> > <i>Occupational Health and Safety (Commonwealth Employment) Act 1991</i> > Anti-discrimination (e.g. Equal Opportunity Policy) 				

The Board

Eight non-executive Directors (including the Chair and Deputy Chairman) and the Executive Director make up the GWRDC's Board.

Broadly, the Board has responsibility for determining directions for R&D investments following consultation with the wine sector and the Australian Government.

The Chair is appointed by the Minister for Agriculture, Fisheries and Forestry.

Other non-executive Directors are appointed by the Minister on the basis of recommendations made by a Selection Committee.

The Committee has an independent Chair and other members are nominated by the WFA and WGGA, which are the GWRDC's representative organisations under the PIERD Act.

Following their appointment, non-executive Directors undergo a formal induction process and are provided with a *Director's Manual*. In addition, Directors are encouraged to attend training courses at the GWRDC's expense, to ensure they have a thorough understanding of their responsibilities and rights as Directors.

Directors may also seek independent professional advice at the GWRDC's expense. For example, the Audit Committee may appoint external agencies to conduct audits to ensure specific procedures and policies are being met.

Director performance reviews are undertaken periodically by an independent consultant.

All Directors and staff are required to comply with the GWRDC's code

of conduct, which outlines the GWRDC's expectations in relation to ethical conduct.

Risk is managed by the maintenance of a risk register that is reviewed by the Audit Committee. The register is maintained by management

and is updated at least every six months or when a significant change in the risk environment occurs. Risks rated high and very high are reported to, and corrective action is monitored by, the Board.

During the financial year, the Board held seven meetings.

Board meetings

Meeting number	Date held	Location
GWRDC86	24 August 2010	Adelaide, SA
GWRDC87	25 August 2010	Adelaide, SA
GWRDC88	21 October 2010	Mornington Peninsula, Victoria
GWRDC89	8 December 2010	Adelaide, SA
GWRDC90	11 February 2011	Adelaide, SA
GWRDC91	23 March 2011	Irymple, Victoria
GWRDC92	29 June 2011	Barossa Valley, SA

Board members



CHAIR

Hon Rory McEwen

*BAGSc, GradDipEdAdmin,
GradDipCurrDevel, JP*

Rory graduated from The University of Adelaide with a degree in agriculture, majoring in agronomy and plant breeding, before fulfilling his National Service obligations as a sergeant in Papua New Guinea.

Back in Australia, he held several middle and senior management positions in the TAFE system, including as State Manager of the Rural and Horticultural program. He and his wife Diane also established a horticultural property in the South East of South Australia, growing cut flowers, cherries and lemons.

Rory returned to TAFE to run the School of Rural and Timber Studies and also entered local government. He was elected as an Independent to the South Australian Parliament in 1997, and re-elected in 2002 and 2006 before retiring at the 2010 election.

Rory served as a Cabinet Minister for six years and held a number of portfolios, including Minister for Agriculture, Food (including wine), Fisheries and Forestry for five years. He also chaired the South Australian Wine Industry Council and travelled in Asia and North and South America promoting Australian wine.



DEPUTY CHAIRMAN

Mr Jim Caddy

A third-generation Riverland grape grower, Jim has 35 hectares of winegrapes. For more than 10 years, he has been actively involved with the operations of CCW Cooperative Ltd and is currently Chairman. He was a Director of the Cooperative Research Centre for Viticulture and was a Director of the Phylloxera and Grape Industry Board of South Australia.



EXECUTIVE DIRECTOR

Mr Neil Fisher

BA, FAICD

Neil was appointed Executive Director in November 2010 and is highly regarded for his capacity to establish and develop alliances and build relationships with government and strategic partners. Neil previously held the position of CEO of the Real Estate Institute of Australia. He is a former CEO of the Australian Plantation Products and Paper Industry Council, former Board member and inaugural CEO of Plant Health Australia and former Executive Director of the Grains Council of Australia. As a Fellow of the Australian Institute of Company Directors, he has extensive experience in change management, corporate governance, financial management, administration and corporate communications.



NON-EXECUTIVE DIRECTOR

Dr Anne-Maree Boland

BAgSc, PhD

Partner, RM Consulting Group

Anne-Maree has 20 years' experience in dealing with natural resource and water management issues in Australian agricultural industries. She received the University of Melbourne Chancellor's prize for her PhD on irrigation management and has since led national research and development projects in the areas of water use efficiency, recycled water and environmental management systems. Anne-Maree is a Churchill Fellow and has extensive national and international experience working with diverse stakeholders.



NON-EXECUTIVE DIRECTOR

Dr Helen Garnett PSM

BSc (Hons), PhD, FTSE, FAICD

Partner, RM Consulting Group

Helen is an independent Director of several companies, and a consultant, drawing on 16 years as chief executive of a Commonwealth government statutory authority and a university, and 15 years of board experience. She trained as a microbiologist and her research spanned the plant, medical and environmental fields. She has led and managed scientific research and development activities nationally and internationally in both the public and private sectors, and served on many national and international science bodies.



NON-EXECUTIVE DIRECTOR

Mr Terry Hill

BSc Agric, MAgrib, GAICD

Executive Director, Irrigated Agriculture and Diversification in the Department of Agriculture and Food, Western Australia

Terry has extensive experience with the horticultural industry at state, national and international levels. He has held a number of senior positions within the public sector; in these roles he has managed and led people working to deliver innovative outcomes for industry.

He has well developed skills in strategy development and in evaluating and reviewing research and development projects and programs. In a current role, he has ongoing international experience in the protection and innovative commercialisation of intellectual property to benefit industry.

He was an inaugural Director of Horticulture Australia Limited and led key subcommittees for eight years. In these roles he worked closely with industry leaders at a strategic level to establish and grow the company and to develop and implement national research and development programs. He currently represents WA on the National Horticulture Network, which he previously chaired.

In these roles Terry is involved in planning and evaluating research and development activities with industry and joint strategic approaches. He has a strong background in science and science review activities.



NON-EXECUTIVE DIRECTOR

Mr Andrew Kay

*MBA International Business, BBus(Mktg)
Managing Director, Wirra Wirra Vineyards, McLaren Vale*

Andrew has an established commercial and marketing background, having held senior positions with market-leading organisations across the wine, dairy and fruit juice industries and the financial services sector. His business experience spans domestic and international markets, having lived and worked in the United Kingdom and Europe as part of the Australian wine industry.



NON-EXECUTIVE DIRECTOR

Dr Terry Lee OAM

BSc, PhD, FAIST, FTSE

A wine industry consultant based in the Barossa Valley, Terry graduated with a BSc and PhD from the University of New South Wales' Department of Food Science and Technology before undertaking postdoctoral studies in food science at the University of California, Davis. He had a 12-year academic career at the University of New South Wales, followed by 14 years as the Director of AWRI (1983–1997) and Professor of Oenology in the University of Adelaide's Department of Horticulture, Viticulture and Oenology (1990–1997) before working as Vice-President and Chief Scientific Officer of the E&J Gallo Winery in the United States for 7 years. He is currently a member of the Innovation Policy Committee of the WFA and Co-chairman of the University of Adelaide's Wine2030 Advisory Board.



NON-EXECUTIVE DIRECTOR

Ms Mary Retallack

*BAppSc, PGradDip(NRM), BEd, GradDip(Viti), PCert(Arb), CPAg, GAICD, ARLF
Viticulturist/Managing Director, Retallack Viticulture Pty Ltd*

Mary is a third-generation viticulturist with expertise at all levels in the Australian wine industry, which has been honed over the past 16 years in a range of technical, vineyard management, consultancy, training and extension roles. Mary is currently Managing Director of Retallack Viticulture Pty Ltd, which offers a broad range of viticultural consulting services throughout Australia. Mary is a graduate of the Australian Institute of Company Directors course, a Fellow of the Australian Rural Leadership Foundation (ARLF Course 15) and a past participant in the *Future Leaders – Succession for the Australian wine sector* program.

Former members of the Board

EXECUTIVE DIRECTOR

to 24 September 2010

Dr John Harvey

BSc(Hons), PhD, MBA, GAICD

After completing a PhD at the Women's and Children's Hospital in Adelaide, John worked as a postdoctoral researcher with the CSIRO Division of Plant Industry, studying tannin and colour development in winegrapes, before joining the GWRDC in 2003 to manage the GWRDC's R&D programs. John completed an MBA at the University of Adelaide in 2006 and is a graduate of the Australian Institute of Company Directors. He became Executive Director of the GWRDC in May 2007.

ACTING EXECUTIVE DIRECTOR

27 September to

26 November 2010

Ms Kate Harvey

BA(Hons), GradDipBusAdm

Kate graduated with honours in politics from the University of Adelaide and completed a Graduate Diploma of Business Administration at the University of South Australia before becoming a political adviser. She has honed her leadership, corporate communication, organisational management and change management skills in a range of roles at the Australian Securities and Investments Commission, a boutique consulting firm and the Australian Competition and Consumer Commission. Kate is part of the sixth generation of her family to be involved in the Australian grape and wine sector.

Board committees

Audit Committee

The GWRDC has an Audit Committee to supervise and monitor its financial and risk management performance.

The Audit Committee is required to have at least three Board members and may also include people who are not Directors of GWRDC, but it cannot include senior managers or employees of GWRDC. The Committee cannot be chaired by the Chair or Executive Director of GWRDC.

The Audit Committee has responsibility for oversight of GWRDC's finances and

end-of-year financial audits; risk and fraud management controls; the conduct of internal audit using an independent external service provider; the oversight, monitoring and review of compliance with all statutory and financial reporting requirements; and GWRDC's compliance with the Australian Government's protective security framework.

The current members of the Audit Committee are:

- > Mr Andrew Kay (Chair)
- > Dr Terry Lee, and
- > Ms Mary Retallack.

During the 2010–11 financial year, the Audit Committee held five meetings.

Audit Committee meetings

Meeting number	Date	Location
GWRDC(A)78	25 August 2010	Adelaide, SA
GWRDC(A)79	17 November 2010	Adelaide, SA
GWRDC(A)80	7 December 2010	Adelaide, SA
GWRDC(A)81	21 February 2011	Adelaide, SA
GWRDC(A)82	19 May 2011	Adelaide, SA

Remuneration Committee

The GWRDC has a Remuneration Committee to assist the Board in fulfilling its oversight responsibilities.

The Remuneration Committee's general oversight responsibilities include:

- > ensuring the GWRDC's compliance with employment matters
- > the GWRDC's policy on terms and conditions of employment
- > the Executive Director's performance

- > appraisal, legal and regulatory matters that may have a material impact on employment, and
- > the GWRDC's remuneration policy.

The current members of the Remuneration Committee are:

- > Hon Rory McEwen (Chair)
- > Mr Jim Caddy, and
- > Dr Helen Garnett.

During the 2010–11 financial year, the Remuneration Committee held two meetings.

Research and Development (R&D) Committee

The role of the R&D Committee is to review, assess and formulate recommendations to the Board about the preliminary stages of an individual project or suite of projects, and to consider major variations to existing projects.

The R&D Committee considers management recommendations about project proposals and formulates appropriate actions for specific investment programs.

The current members of the R&D Committee are:

- > Dr Terry Lee (Chair)
- > Dr Anne-Maree Boland
- > Mr Neil Fisher
- > Dr Helen Garnett, and
- > Mr Terry Hill.

During the 2010–11 financial year, the R&D Committee held three meetings.

Remuneration Committee meetings

Date	Location
18 November 2010	Adelaide, SA
23 March 2011	Irymple, Victoria

R&D Committee meetings

Date	Location
13 August 2010	Adelaide, SA
18 November 2010	Adelaide, SA
17 February 2011	Adelaide, SA

Regional Committee

The Regional Committee oversees the Regional Program and the Innovators' Network, approves and monitors implementation of the regional strategic plans and reports progress to the Board, considers and recommends to the Board appropriate funding levels for the programs, and reviews the Regional Program guidelines as required.

The Regional Program seeks to enhance regional adoption and dissemination of research findings by empowering regional groups with the tools and resources necessary to make an impact in their own region. Regions submit a three-year strategic plan and annual operational plans to support their application under the Program.

The current members of the Regional Committee are:

- > Mr Jim Caddy (Chair)
- > Dr Troy Fischer
- > Ms Kate Harvey
- > Mr Terry Hill

- > Mr Andrew Kay
- > Dr Mark Krstic, and
- > Dr Liz Waters.

During the financial year, the Regional Committee held one meeting.

Regional Committee meeting

Date	Location
26 November 2010	Adelaide, SA

Directors' attendance at Board and Committee meetings

Directors' eligibility and attendance at Board and Committee meetings is set out below.

Table 4: Director's attendance at Board and Committee meetings

Year ended 30 June 2010	GWRDC Board		Audit Committee		Remuneration Committee		R&D Committee		Regional Committee	
	Meetings held and eligible to attend	Meetings attended	Meetings held and eligible to attend	Meetings attended	Meetings held and eligible to attend	Meetings attended	Meetings held and eligible to attend	Meetings attended	Meetings held and eligible to attend	Meetings attended
Hon Rory McEwen	7	7			2	2				
Jim Caddy	7	6			2	2			1	1
Neil Fisher	3	3					1	1		
Anne-Maree Boland	7	6					3	3		
Helen Garnett	7	6			2	2	3	3		
Terry Hill	7	6					3	3	1	1
Andrew Kay	7	6	5	5					1	1
Terry Lee	7	7	5	5			3	3		
Mary Retallack	7	7	5	5						
Kate Harvey	1	1	1	1	1	1	1	1	1	1
John Harvey	3	3					1	1		

Dr John Harvey was Executive Director until 24 September 2010.

Kate Harvey was acting Executive Director from 27 September to 26 November 2010.

Neil Fisher commenced as Executive Director on 29 November 2010.

Declaration of interests

A register of Directors' potential conflicts of interests has been prepared and is updated regularly.

The Board believes that all necessary steps were taken, including abstinence from discussion and/or voting, to ensure that potential conflicts of interest did not develop into actual conflicts.

Indemnities and insurance for officers

On 1 July 1999, GWRDC became a member of ComCover, the Australian Government's mechanism for management of its insurable risks.

GWRDC's ComCover membership is mandatory.

Coverage includes insurance for:

- > public and products liability
- > professional indemnity
- > Directors and officers
- > general property, and
- > travel.

Premiums paid in the financial year amounted to \$38,965.06.

During the financial year, GWRDC did not indemnify a Director or officer, or pay an insurance premium in respect of Directors and officers, in contravention of sections 27M and 27N of the CAC Act.

There were no claims against GWRDC that required a claim on the insurer during the financial year.

Management

GWRDC has eleven full-time equivalent employees based at 67 Greenhill Road, Wayville, South Australia, and one full-time employee based in Melbourne, Victoria.

GWRDC's staff are its most important resource and a key factor in its ongoing success. All staff are employed under terms and conditions determined by GWRDC. As part of ensuring that staff activities align with the organisation's goals and responsibilities, each staff member has a Performance Appraisal and Development Plan. The plan outlines the key areas each staff member will focus on, and the key activities s/he will undertake to assist GWRDC to deliver its outcomes.



The GWRDC team – left to right: Brenda Kovaleff, Rachel Beerworth, Helen O'Brien, Joanne Watson, Neil Fisher, Mark Krstic, Amanda Moretta, Jenny Browne, Kate Harvey and Troy Fischer. (Absent: Cathy Hartley, Ed Parker and Liz Waters.)

At 30 June 2011, GWRDC's managers were:

- > Neil Fisher, Executive Director
- > Kate Harvey, General Manager
- > Dr Troy Fischer, R&D Program Manager
- > Dr Mark Krstic, R&D Program Manager
- > Dr Liz Waters, R&D Program Manager
- > Ed Parker, Financial Controller
- > Brenda Kovaleff, Board Secretariat/ Administration Manager

Staff changes during 2010–11

During the year, a new Executive Director, General Manager, Program Manager, Financial Controller and part-time receptionist commenced to replace staff who left.

Other reporting requirements

Enabling legislation and responsible Minister

GWRDC derives its objects, functions and powers from the PIERD Act. This enabling legislation provides the foundation for the GWRDC's accountability to Parliament, the Minister for Agriculture, Fisheries and Forestry and the Australian grape and wine sector in terms of providing the best possible return on invested R&D funds.

The GWRDC was accountable to the Hon Tony Burke MP from 1 July 2010 to 13 September 2010 and to Senator the Hon Joe Ludwig from 14 September 2010.

The objects of a group of Research and Development Corporations, of which the GWRDC is one, are set out in section 3 of the PIERD Act and include:

- > increasing the economic, environmental or social benefits to members of primary industries and to the community in general by improving the production, processing, storage, transport or marketing of the products of primary industries
- > achieving the sustainable use and sustainable management of natural resources
- > making more effective use of the resources and skills of the community in general and the scientific community in particular, and
- > improving the accountability for expenditure on research and development activities in relation to primary industries.

Functions

The GWRDC invests in areas where obstacles to the sector's progress exist and where research and development may be effective in overcoming those obstacles.

The functions of the GWRDC include:

- > investigating and evaluating requirements for research and development in the grape and wine sector
- > coordinating or funding research and development activities
- > facilitating the dissemination, adoption and commercialisation of the results of research and development, and
- > monitoring, evaluating and assessing the impact of R&D activities coordinated or funded by the GWRDC and reporting to the Parliament, the Minister and representative organisations.

Powers

While the GWRDC is subject to other overriding legislation, such as the CAC Act, and to the Department of Finance and Deregulation Guidelines in the way it keeps and reports on its accounts, the GWRDC is able to:

- > enter into agreements
- > take out and deal with patents
- > borrow money
- > form companies and participate in joint ventures
- > accept gifts, grants, bequests and devises made to it, and act as trustee of money and

other property vested in it on trust, and

- > acquire, hold and dispose of real and personal property for the purposes of the PIERD Act.

Planning and reporting requirements

GWRDC's enabling legislation, the PIERD Act, aims to ensure that the GWRDC communicates its strategic directions and performance. The following section details the accountability processes and procedures that are used to achieve this.

Five-Year R&D Plan

The Plan is based on a statement of GWRDC's objects and an outline of the enabling strategies that GWRDC intends to adopt to achieve those objects.

GWRDC's current objects, strategies and performance indicators are outlined in GWRDC's *Five-Year R&D Plan*. This plan was drawn up following consultation with GWRDC's peak sector bodies, the WFA and WGGA. The results reported in this *Annual Report* cover the fourth year of operation of the *Five-Year R&D Plan*.

Annual Operational Plan

The *Annual Operational Plan*, required under the PIERD Act, specifies the broad groupings of research and development activities that GWRDC proposes to invest in during the coming financial year, including:

- > a description of how and to what extent investment in the activities will give effect to

the strategies and objectives outlined in the *Five-Year R&D Plan*

- > estimates of expenditure for each broad grouping of research and development activities, for administration and in total, and
- > an estimate of income from levies and Australian Government matching funds.

Annual Report

GWRDC's *Annual Report* is tabled in Parliament and provides a summary description of its performance in achieving the objectives, outputs and outcomes specified in the *Five-Year R&D Plan* and the *Annual Operational Plan*, statutory compliance and statutory audited financial statements.

Portfolio Budget Statement

The GWRDC is also required to contribute to and report against the financial and performance projections listed in its Portfolio Budget Statement.

Significant events

No significant events were reported to the Minister during the period.

In particular, the GWRDC has not formed any companies during the period, and has no equity interest in any companies or joint ventures, and there were no significant acquisitions or disposals of real property during the financial year.

Intellectual property and patents

The GWRDC holds no patents or other registered intellectual property.

Funding to representative organisations

Details of funding to sector peak organisations during the year can be found in Appendix I: Funded Projects.

The purpose of the provision of funding to WFA was to provide support:

- > for the Australian Wine Environmental Stewardship program (\$140,000)
- > to enhance the Gross Margin Ready Reckoner (\$1800), and
- > for the *Future Leaders – succession for the Australian wine sector* program (\$45,000).

Under section 15(2) of the PIERD Act and the *Guidelines on funding of consultation costs by primary industry and energy portfolio authorities*, GWRDC may meet travel and other expenses incurred in connection with consultation between the Corporation and its representative organisations. During 2010–11, GWRDC incurred \$10,212 in such expenses in consulting with WGGA about research priorities for the new *Five-Year Strategic Plan*.

Cost recovery arrangements

GWRDC applies cost recovery in accordance with Australian Government policy (refer to Finance Circular 2002/02 Cost Recovery by Government Agencies).

The major means of transferring research outputs into wine sector adoption is through the dissemination of information relating to GWRDC's R&D investments.

As the Australian grape and wine sector and Australian Government are the primary stakeholders in

the GWRDC, the GWRDC seeks to make information about research outcomes as accessible as possible. It does so in electronic and hard copy formats. Electronic versions of final research reports are posted on the GWRDC website (www.gwrdc.com.au) for downloading by interested parties. Other publications, such as newsletters and e-newsletters to the sector and the general public, are generally provided at no cost. The contents of these publications are generated from the GWRDC's R&D investments.

Environmental protection and biodiversity conservation

How GWRDC practices relate to s516A(6) of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

The GWRDC project application process specifically requires an applicant to address the environmental implications of their project in addition to the economic and social impacts.

GWRDC's *Five year R&D Plan* and *Annual Operational Plan* were developed in the context of the Australian Government's National and Rural Research Priorities. A key priority is an environmentally sustainable Australia.

GWRDC's Program 4: *Sustainability of industry, environments and communities* emphasises the sector's responsibilities to the environment and society, and a readiness to use these ideals as a competitive advantage.

GWRDC has invested in RD&E that addresses natural resource management and sustainability issues of national importance, including investments in winery wastewater reuse and recycling,

reduced energy usage in the winery, organic and biodynamic farming systems, and responding to the impact of climate change and variability.

Further details of GWRDC's investments in environmentally sustainable practices are contained in the Review of Operations section of this *Annual Report*.

Occupational health and safety

GWRDC seeks to provide a safe and healthy environment for all staff, board members, contractors and visitors to our workplace.

Our commitment to occupational health and safety is articulated in our OH&S Policy. The Executive Director is the responsible officer with oversight of the OH&S Action Plan.

The Corporation recognises the importance of positive interventions to improve health, safety and performance. OH&S responsibilities are shared between management and staff.

GWRDC offered free flu vaccinations to all staff in 2010–11. GWRDC has four qualified first aid officers and two fire wardens.

Comcare Australia is responsible for worker's compensation insurance coverage at GWRDC. The insurance premiums are levied each year according to the level of salaries and wages costs and experience in claims made by employees. Comcare also assesses compliance with the *Occupational Health and Safety Act 1991* (OH&S Act), associated regulations and approved codes of practice. There were no incidents and no claims in 2010–11.

Table 5: Section 74 of the OH&S Act sets out requirements to be included in the Corporation's Annual Report

Legislation section 74	GWRDC action
Details of health and safety management arrangements	<ul style="list-style-type: none"> > Consultation about OH&S issues include all staff > OH&S Policy and Action Plan reviewed annually
Initiatives undertaken during the year to ensure the health, safety and welfare at work of employees and contractors	<ul style="list-style-type: none"> > Flu vaccination program continued for all staff who elect to be vaccinated > Discussion of OH&S issues at staff meetings > Workstation assessments conducted whenever requested or circumstances dictate > First aid kits and fire extinguishers fully maintained > Periodic fire drills held > Four qualified first aid officers > Two qualified fire wardens
Health and safety outcomes (including the impact on injury rates of employees and contractors achieved as a result of initiatives mentioned above)	<ul style="list-style-type: none"> > No injuries occurred on GWRDC premises in 2010–11
Statistics of any accidents or dangerous occurrences during the year it arose out of the conduct of undertakings by GWRDC that required the giving of notice under section 68.	<ul style="list-style-type: none"> > There were no accidents requiring the giving of notice under section 68
Details of any investigations conducted during the year that relate to undertakings carried on by the employer, including details of all notices given to the employee under sections 29, 46 or 47 during the year.	<ul style="list-style-type: none"> > No requests were received from staff and no undertakings were given by the Corporation under sections 29, 46 or 47. > No directions or notices were given to the Corporation under sections 29, 46 or 47.

Changes to disability reporting in annual reports

The Commonwealth Disability Strategy has been overtaken by a new National Disability Strategy that sets out a ten-year national policy framework for improving life for Australians with disability, their families and carers. A high-level report to the Council of Australian Governments to track progress for people with disability at a national level will be produced by the Standing Council on Community, Housing and Disability Services and will be available at www.fahcsia.gov.au.

The Social Inclusion Measurement and Reporting Strategy agreed by the Government in December

2009 will also include some reporting on disability matters in its regular *How Australia is Faring* report. More detail on social inclusion matters can be found at www.socialinclusion.gov.au.

Judicial decisions and reviews by outside bodies

The Productivity Commission report *Rural Research and Development Corporations*, released on 15 June 2011, examined the effectiveness of funding of rural R&D (www.pc.gov.au).

The Commonwealth Ombudsman sought clarification from GWRDC about the administration of a research contract with a research

provider. After receiving that clarification, the Ombudsman resolved not to take any action.

Ministerial directions

Section 143 of the PIERD Act provides for the Minister to direct GWRDC with respect to the performance of its functions and the exercise of its powers.

In 2008–09, the Minister issued a direction requiring GWRDC to comply with the Australian Government Employment Bargaining Framework when exercising its power to engage employees. GWRDC is making progress towards implementing that direction.

Section 28 of the CAC Act provides that the Minister may give direction

to GWRDC that general policies of government are to apply to GWRDC. GWRDC has received the following directions under the Act:

Continuing from previous financial years

- > Commonwealth Fraud Guidelines
- > Foreign Exchange Risk-Management Policy
- > Cost Recovery Guidelines
- > The National Code of Practice for the Construction Industry and the Australian Government Implementation Guidelines for the National Code of Practice for the Construction Industry
- > Australian Government Property Ownership Framework

- > Australian Government Foreign Exchange Risk Management Guidelines
- > Australian Government Protective Security Framework.

On 9 February 2010, Minister Burke wrote about his priorities.

No directions were given to GWRDC during or since the end of the current financial year.

There have been no known instances of non-compliance with Ministerial directions during the year.

Fraud control

I certify that the Corporation has put in place appropriate fraud prevention, detection, investigation, reporting and data collection procedures that meet the specific needs of the Corporation and comply with guidelines.

No incidents of fraud were detected during the year.



Neil Fisher
EXECUTIVE DIRECTOR

GWRDC reported fraud data to the Australian Institute of Criminology in accordance with the Commonwealth Fraud Control Guidelines.

To report suspected instances of fraud, write to:

*Executive Director or Chairman
Grape and Wine Research
and Development Corporation
PO Box 221
GOODWOOD SA 5034*

or telephone 08 8273 0500.

Freedom of information

From 1 May 2011, agencies subject to the *Freedom of Information Act 1982* (FOI Act) are required to publish information to the public as part of the Information Publication Scheme (IPS). This requirement is in Part II of the FOI Act and has replaced the former requirement to publish a section 8 statement in an annual report. A plan showing what information is published in accordance with the IPS requirements is available from www.gwrdc.com.au.

For the period 1 July 2010 to 30 April 2011, GWRDC is required to report on the following matters under section 8 of the FOI Act:

- > details of the organisation, including its functions and decision-making powers
- > any arrangements that the GWRDC has for outside participation in its policy formation or decision making
- > the types of documents the GWRDC holds
- > the GWRDC's freedom of information procedures, facilities and contract details
- > documents and processes that the GWRDC uses to make decisions in relation to the funding of R&D projects (the section 9 statement).

Details of the organisation

Details of the organisation of GWRDC, particularly its structure, functions and statutory responsibilities, are provided in pages 42–53 of this *Annual Report*.

External participation

GWRDC consults extensively with grapegrowers, winemakers, sector representatives and advisers, and researchers in order to tailor its investment portfolio. These consultation processes

are described in pages 16–17 of this annual report.

Documents

The following is a list of documents held or published by GWRDC:

- > corporate documents – such as the *Annual Report*, *Five-Year R&D Plan*, *Annual Operational Plan*, research reports and newsletters – which are supplied to the public on request while stocks are available and/or are displayed on the GWRDC website
- > sector-specific publications, which are supplied free to the public on request while stocks are available and/or displayed on the GWRDC website
- > applying and reporting documents – such as research progress reports, project executive summaries, final reports, and documents relating to PhD, Honours and travel scholarship applications – which are available on the GWRDC website
- > general administrative documents, including project and personnel files.

Procedures and contact details

Applicants may discuss the nature and scope of an intended request under the FOI Act or seek advice on freedom of information matters. Wherever possible, the freedom of information officer will help applicants to identify relevant documents.

If a request is approved, the applicant will be provided with either a copy of the documents or the opportunity to inspect them at the GWRDC office.

Any refusal to grant access will be supported by a statement of reasons, together with a statement advising the applicant of their rights to request that the decision be reviewed.

Any enquiries about matters relating to freedom of information should be directed, during normal working hours, to:

*Freedom of Information Officer
Grape and Wine Research and
Development Corporation
PO Box 221
GOODWOOD SA 5034

telephone: 08 8273 0500*

A full list of projects funded by GWRDC is available in Appendix I: Funded Projects.

FOI requests

GWRDC received no requests under the FOI Act during 2010–11.

Agreements under sections 13 & 14 of the PIERD Act

GWRDC does not itself undertake research and so all of the GWRDC's R&D activities are carried out by other persons. Before any payment for research activities is made, the GWRDC enters into a contract with the relevant entity and this agreement deals with those matters identified in section 13 of the PIERD Act.

The GWRDC has not entered into any agreements under section 14 of the PIERD Act.

Details of funded projects can be found in Appendix I: Funded Projects to this report.

Developments since 30 June 2011

No developments have arisen since 30 June 2011 that have significantly affected or may significantly affect the GWRDC's:

- > operations in future financial years
- > results in future financial years, and
- > state of affairs in future financial years.