



# Annual Report 2014



Our Vision: We aspire to be a leading community based organisation that values and actively promotes the adoption of healthier habits and lifestyles.

Our Values: Respect | Diversity | Professionalism | Commitment to staff | Excellence

## TABLE OF CONTENTS

AGENDA.....	3
ITEM 1: PRESENT/APOLOGIES.....	3
ITEM 2: CONFIRMATION OF MINUTES OF 2013 ANNUAL GENERAL MEETING.....	3
ITEM 3: REPORTS.....	3
ITEM 4: ELECTION OF THE MANAGEMENT COMMITTEE .....	3
ITEM 5: OTHER BUSINESS.....	3
ITEM 6: NETWORKING AND REFRESHMENTS .....	3
MINUTES OF PREVIOUS ANNUAL GENERAL MEETING.....	4
CHAIRPMAN’S REPORT.....	8
TREASURER’S REPORT .....	9
CHIEF EXECUTIVE OFFICER’S REPORT .....	10
COUNSELLING INTERVENTION SERVICES .....	12
AOD INDIGENOUS TOWN COMMUNITIES PROJECT.....	17
ILLICIT DRUG PROJECT.....	21
GAMBLING HARM MINIMISATION & EDUCATION PROGRAM.....	23
ACCREDITATION.....	27
WORK HEALTH & SAFETY REPORT.....	28
AUDITED FINANCIAL STATEMENT .....	29

## **Agenda**

**LOCATION:** 155 Stuart Highway Parap  
**DATE:** 25 September 2014 at 5:00pm

**Item 1:** Present/Apologies

**Item 2:** Confirmation of Minutes of 2013 Annual General Meeting

**Item 3:** Reports  
a) Chairman's Report  
b) Treasurer's Report  
c) Agency Reports

**Item 4:** Election of the Management Committee

**Item 5:** Other Business  
• Nomination of Auditor for 2014/15

**Item 6:** Networking and Refreshments

## Minutes of Previous Annual General Meeting

### Annual General Meeting Minutes

**DATE:** 19 September 2013 at 5:00pm

**LOCATION:** 155 Stuart Highway Parap

#### Item 1: Present/Apologies

##### Present:

Brett Hagan	Chairperson
Julie Beaumont	Treasurer
Bernie Dwyer	Executive Officer
Drew Harper	Vice Chairperson
Gail Snell	Board Member
Sarah Andrews	Board Member
Chris Potter	Board Member
Emma Schulz	Board Member
Wendy Larn	Community Member
Jack Avison	Amity Staff
Nicola Coalter	Amity Staff
Johanna Goncalves	Amity Staff
Rob Lewis	Amity Staff
Annette Mageean	Amity Staff
Michael Massingham	Amity Staff
Jodie Reichstein	Amity Staff
Rian Rombouts	Amity Staff
Carolina Siqueira	Amity Staff
Gail West	Amity Staff

The meeting opened at 5.00 pm. Bernie Dwyer, Chief Executive Officer welcomed all attendees.

##### Apologies:

Wendy Moreton	NTCOSS
Matthew Stevens	Menzies
Pauline McKenzie	Amity Staff
Kate Munro	Amity Staff
Melanie Schofield	Amity Staff

**Item 2: Confirmation of previous Minutes**

The Chief Executive Officer sought confirmation of the previous AGM minutes.

**Moved:** Julie

**Seconded:** Sarah

**Motion:** Passed

**Item 3: Reports****a) Chairperson's Report**

Chairman, Brett Hagan, presented his report and discussed how Amity has again experienced challenging times. Brett acknowledged that the community sector in which Amity operates has been subject to some severe funding cuts and noted that there is little consistency of funding in our sector. Brett reflected that it seems apparent that political ideology governs more where funds get distributed, than the actual needs within the community in which we operate.

Brett discussed how Amity had lost funding for the coordination of the DDE program after the NTG made the decision to manage and coordinate the program themselves. Brett discussed how we are yet to finalise a long-term lease on the premises of 153-155 Stuart Highway and expressed hope that the process could be concluded in the near future.

The Chairman acknowledged the achievements of the AOD Indigenous Communities Project and reflected on how that program remains a major part of Amity's services.

Brett concluded with his thanks of the CEO, Bernie Dwyer, all of Amity's staff and his fellow Board members. Brett discussed how he will stand down from the Chairman role this year and expressed how he looks forward to continuing contributing to Amity's success into the future.

**b) Treasurer's Report**

Treasurer, Julie Beaumont, discussed the financial year as presenting a new set of challenges for Amity with grant income falling to the agency's lowest level since 2009. She reflected on how the uncertainty of the new Territory Government and the changing tides of a Federal election year would be likely to impact. Julie reported that Amity had maintained a strong working capital ratio throughout the year and stated that the balance sheet demonstrates the overall secure position of the organisation. Noting a secure position is important in the lead up to a new Federal Government. Julie reflected that uncertainty of funding can have negative impacts on staffing and acknowledged that Amity has experienced some changes throughout the year as a result.

Julie Beaumont, thanked CEO Bernie Dwyer, and the team at Amity for their flexibility to deal with whatever is required to continue the delivery of outstanding services to Amity clients and the broader Territory community.

The treasurer moved that reports be accepted.

**Moved:** Julie

**Seconded:** Sarah

**Motion:** Passed

c) Agency Report

Public Officer/Chief Executive Officer's Report

In his role as Public Officer, Bernie Dwyer acknowledged that Brett Hagan, the current Chairman of the Amity Board has a pecuniary interest in Insurance Risk Solutions, they are the insurer associated with the NT Chamber of Commerce and provide Amity with cover. Due to the conflict of interest Brett Hagan does not participate in the decision making on the purchase of insurance.

CEO, Bernie Dwyer, discussed how the organisation remains a strong, professional community service. He reflected that Amity is able to develop meaningful and trusted relationships within our community that allows delivery of niche specialist services. He discussed how Amity works with a variety of other organisations to achieve outcomes. Bernie stated that he saw the greatest threat as we move forward into the future; as not being able to be competitive for national 'scone cutter' contracts, that is contracts for the same service delivery provided in Darlinghurst, Dandenong or Darwin.

Bernie talked a little about the agency's ongoing commitment to being accredited under International Standards – ISO 9001:2008, which inevitably brings about change to systems and processes. He discussed the large financial investment and demand on staff resources the process was taking.

With a change in government bringing unpredictability, uncertainty, and instability for the non-government and private sector the Chief suggested that the year had been interesting and challenging for Amity.

Bernie reflected on the number of long-term staff and board members at Amity, thanking people for their ongoing contribution over the years. He acknowledged that this group provide the organisation with a good range of experience and depth of corporate knowledge. Stating that it is also good to have newer people who bring new skills and experience into the mix. He thanked Amity's Board members and staff for their commitment and persistence in the challenges we face in our work.

Bernie closed stating that Amity looks forward to the next year of actively promoting our vision of adopting healthier habits and healthier lifestyles.

**Item 4:** Election of the Management Committee

All Board positions were declared vacant and Bernie Dwyer advised that for each vacant position there was one nomination so all would be elected unopposed.

<b>Position</b>	<b>Nominee</b>	<b>Nominated by</b>	<b>Seconded by</b>
Chairperson	Andrew Harper	Julie Beaumont	Brett Hagan
Vice Chair	Brett Hagan	Emma Schultz	Julie Beaumont
Treasurer	Julie Beaumont	Brett Hagan	Brett Hagan
Secretary	Gail Snell	Chris Potter	Brett Hagan
Board Member	Chris Potter	Brett Hagan	Julie Beaumont
Board Member	Sarah Andrews	Wendy Larn	Brett Hagan
Board Member	Emma Schulz	Wendy Larn	Gail Snell

**Item 5:** Other Business

- a) Selection of Auditor for the new period – carried forward to the first Board meeting.

**Meeting Closed:** 5.40pm

## Chairman's Report

In an ever-changing world, Amity continues to provide stability and certainty to clients, stakeholders and to the community in general, by making evidence-based decisions and consistently delivering high standard and professional services across each and every team within Amity. Whether it is through the Alcohol and Other Drugs Indigenous Communities Project, the Illicit Drugs Counselling and Referral Project, the Gambling Education Program, or the Counselling Program, Amity is connecting with the community in an important and meaningful way.

For part of this year Amity was ably led by Ms Nicola Coalter while the CEO, Mr Bernie Dwyer, took six months of well-earned long service leave. In some respects, it was a baptism of fire for Nicola, but she acquitted herself admirably. Nicola's move into Bernie's role also allowed others within the organisation to take on different roles, which enriches the overall succession planning within Amity.

This year, one of our longest running programs, Drink Drive Education, was wrapped up, as the Department of Transport implemented its 'Back on Track' drink driver program. The Board approved a scholarship for Indigenous Youth, aimed at building on the experience of the kids involved in the UNICEF/Sony photography workshop. We also saw Bernie recognised by the Australian Psychological Society (NT Branch) for his contribution to mental health in the NT.

In closing I would like to thank former Board member, Sarah Andrews, for her service to the Board. I would also like to thank all current Board members for their huge contribution this year. Finally, I want to thank and recognise all Amity staff for their excellent work and unwavering focus throughout the year.

I look forward to another successful year for Amity.

Drew Harper,  
Chairman



## **Treasurer's Report**

Although there was an expectation that the change of Federal Government and the subsequently announced and well publicised need for expenditure reductions across the board, to date there has not been an appreciable change to Amity funding.

Grant Income has remained stable overall while absorbing the cessation of the Drink Driver Education program that led to a reduction of \$79K. A slight increase in other grants together with a new Remote Awareness Gambling Project grant of \$105K has maintained the total revenue. Other revenue has also reduced as a result of the Drink Driver Education program, and in total the revenue is \$53K lower than the previous year.

Expenditure in comparison has reduced by \$90K, the majority of which is in Employment Expenses comprising long service leave taken during the year and the reduced salaries relative to the Drink Driver Education program. Other expenditure has generally decreased and it is pleasing to note that attention continues to be paid to maintaining budget control.

Overall the surplus of \$43K is a good result and incorporates a \$60K addition to the provision for Building Planning Service Development.

Amity continues to maintain a strong working capital ratio and the balance sheet demonstrates the overall secure position of the organisation.

Notwithstanding that there has to date been little impact of Federal Government cost cutting, it is envisaged that there may be changes once the Federal Budget has been finalised. To this end Amity is fortunate to have maintained a strong financial position and is well placed to deal with future impacts.

The Amity team has had a challenging year and has dealt well with the absence of the CEO on six months long service leave and the additional responsibility devolved to various staff members as a result.

Congratulations and thanks to all for their continued dedication to the provision of outstanding service to Amity clients.

Julie Beaumont  
Treasurer

## **Chief Executive Officer's Report**

This year began with the winding down of Amity's contribution in the coordination of the Drink Driver Education Program. This involvement had been in place since 1993 and was a recommendation of the Sessional Inquiry into the Use and Abuse of Alcohol in the NT, conducted by the Northern Territory Government in the early 1990s. The Department of Transport is now charged with the coordination role. There were further structural changes to the delivery requirements of the Drink Driver Course and following an internal review it was decided by Amity that the resources required to continue delivery were better deployed into other areas of our services as the course delivery had a commercial basis that was being provided for by the for profit sector. Alcohol remains a major issue in relation to road accidents, injuries and deaths and we hope the future brings decreases to this trauma.

With the cessation of service delivery in Drink Driver Education we have been able to place more emphasis on delivery of our niche professional services to the diverse Territory community in three main areas. They are our counselling services, gambling program and the alcohol and other drug project with Darwin Indigenous communities.

The counselling services remain focused on alcohol, other drugs, gambling and associated mental health issues. We have maintained consistent steady staff in this area meaning the investment and commitment Amity has made over a number of years in professional development has stayed within the services to benefit our client groups. Kylie Jericho, after taking some long service leave has moved back to the counselling team, part time, after her years as coordinator of the gambling program. The counselling team is to be congratulated on their ongoing commitment to consistent quality delivery of service.

The gambling team has had a number of changes with staffing as there was a bit of a shuffle to allow coverage while I went on long service leave. Also there have been staff movements within Amity to vacant positions in gambling to provide internal opportunity and the employment of new staff. This has been done with minimum disruption to service delivery so thank you to the team for your flexibility and willingness to take on new challenges.

The alcohol and other drug project with Darwin Indigenous communities has had a change of leadership with Annette Mageean moving interstate and Michael Massingham moving up to the coordinators role. The staff have developed and maintained relationships with Indigenous town communities and other partners including Corrugated Iron Youth Arts, Department of Prime Minister and Cabinet, Volatile Substance Clinicians, Danila Dilba, Ironbark Employment and Bunnings. This work is dependent on good relations with residents, government agencies, NT Police and services from the not for profit organisations that work in this area.

This year Amity committed to continue to assist young people from communities that we work with, who last year participated in the Amity, UNICEF, Sony International photography workshop

through a scholarship type system. The aim is to assist in employment, educational, sporting and art/cultural pursuits and promote pathways out of poverty and poor living conditions. Each young person can develop a medium term plan to demonstrate how some support from Amity will assist them achieve their goals. Two young people have received assistance since we announced the initiative in June, one to represent the Territory in basketball interstate and the other young person with the opportunity to participate in an interstate school excursion. I would like to acknowledge ongoing efforts of the team that work on this project.

A quality management system has been introduced and Amity was certified against ISO 9001. Nicola Coalter has been the key staff member taking control of the integration of the system into Amity's management and work environment. It has been quite a commitment from staff and the organisation to fully implement the system. Most of the staff undertook training last year however the real period of imbedding of the system into the agency and organisational change has taken place this year and has been an interesting and worthwhile challenge.

Amity's Board has maintained a commitment to good governance and has been diligent with attending and participating in meetings. The Board has been keen to develop a more comprehensive financial reporting mechanism and with this now in place the next major work is a review and update of Amity's Practice Guidelines to ensure they comply with current legislative requirements and best practice. I would like to thank the Board for their ongoing commitment to Amity and their support and guidance provided to myself and Nicola, who acted in my position while I was on leave.

We could not deliver the services we do without the support and funding of both the Northern Territory and Commonwealth Governments, I would like to acknowledge and thank them for their ongoing assistance.

As Public Officer, I would like to acknowledge that Brett Hagan, the Vice Chairman of the Amity Board, has a pecuniary interest in Insurance Risk Solutions. They are insurer associated with the NT Chamber of Commerce and provide Amity with cover. Due to the conflict of interest, Brett Hagan does not participate in the decision-making on whom Amity purchases insurance from.

This year I had six months off on leave and long service leave. While I was away other staff undertook duties that I would usually do, I would like to thank, in particular, Nicola Coalter for acting as CEO and doing a great job, Rian Rombouts for moving position to coordinate the gambling team and Mel Schofield for covering in the coordinator role in the counselling team. Without their leadership, assistance and support I would not have been able to have such a great break and return to a well functioning agency.

Bernie Dwyer  
CEO and Public Officer

## Counselling Intervention Services

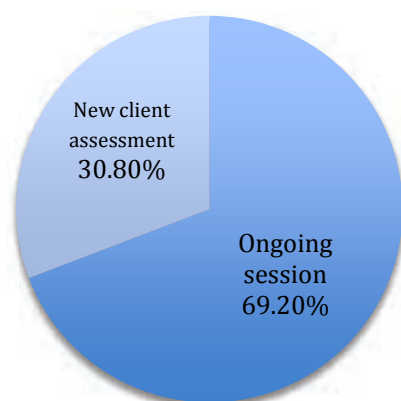
The good news this year is that the counselling service has renegotiated its contract and has received ongoing funding until 2017, a new 3-year agreement. This past year has posed some challenges for the team regarding changes in staffing arrangements. These changes were made smoothly by drawing upon the expertise and skills of the team and particularly those of Mel Schofield. Many thanks to Mel for taking on the coordinator's role during Rian's temporary transfer into coordinator of the gambling program for a six-month period.

This year Amity also responded in person to the Standing Committee on Indigenous Affairs harmful use of alcohol in Aboriginal and Torres Strait Islander communities and the Select Committee on Action to Prevent Foetal Alcohol Spectrum Disorder. Amity's counselling team also continue to be *key informants* to a range of research in the field and of note is our long time association with the Illicit Drug Reporting System.

### Client statistics

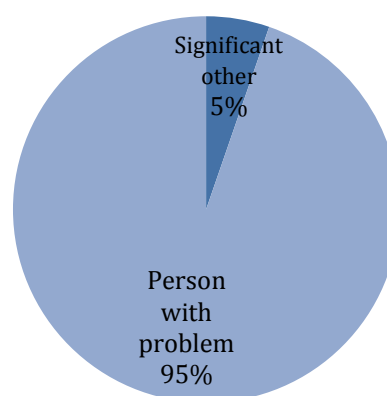
During the past year Amity's counselling service has provided a total of 957 counselling/education sessions. Of these sessions, about 31% were new client assessments and 69% were ongoing counselling/education sessions (*see graph 1*). Graph 2 represents the client status during this period 95% of our clients indicated they were the person with the problem with the remaining 5% stating they were a '*significant other*' (this could be a partner, a child, a family member or friend) of a person with a problem.

### Type of sessions attended



Graph 1 - Type of sessions attended

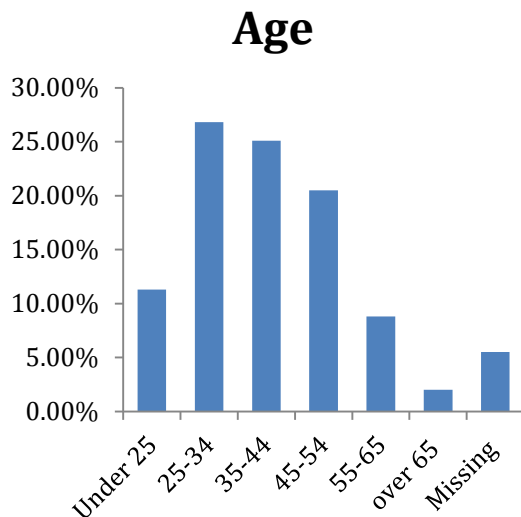
### Client status



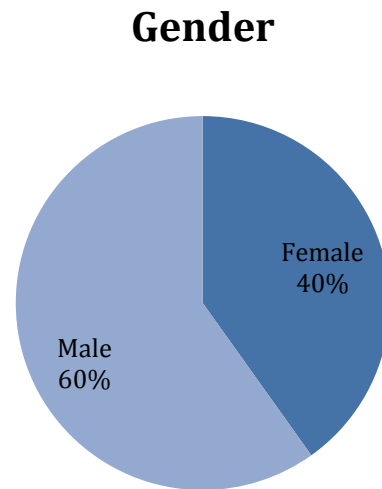
Graph 2 – Client status

Graph 3 represents our clients age groups and as can be seen about 11% of our clients indicate they are *under 25* with about 27% indicating they are aged between 25-34 years of age, about 25% indicating they are between 35-44 years old and 20% selecting the age bracket of 45-54 years of age. There were about 5% of clients who did not indicate an age group and about 9% of clients aged

55-65 years old with the remaining 2% of clients indicated they were 65 years or older. About 60% of Amity's counselling clients indicate they are male and the remaining 40% indicating they are female (see graph 4).



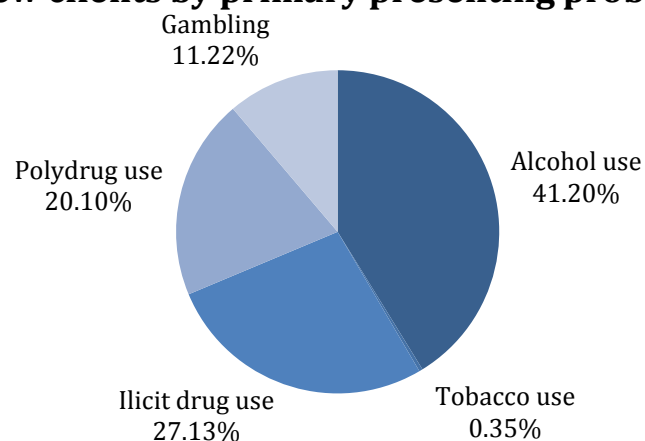
Graph 3 - Age of clients



Graph 4 – Gender of clients

Graph 5 shows the break-up of new clients by their primary presenting problem, over 40% of clients indicated *alcohol use*, 27% indicating *illicit drug use*, about 20% indicating *poly drug use* as their primary issue. Poly drug use applies to problematic use of more than one substance at a time. For example, alcohol and tobacco or cannabis and alcohol use. As we continue to improve our data collection process we will be better able to report on what the substances are when a client indicates poly drug use as their presenting issue. Clients presenting for gambling problems make up about 11% of new clients. When we ask clients to identify their point of referral we found that 58% of clients to the counselling service indicate *self* as their referral source, this usually means they have come to Amity of their own accord but sometimes during ongoing sessions we learn that they have come because of information from their local general practitioner or because of a suggestion by a partner or other family member.

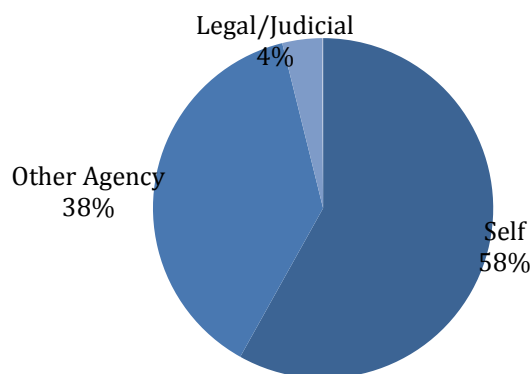
### New clients by primary presenting problem



Graph 5 – New clients by primary presenting problem

Graph 6 shows that 38% of clients indicated their referral point as another agency and 4% indicate legal/judicial sources as their referral points. The number for legal/judicial is lower than in previous years and may be a direct result of the Territory no longer having the SMART Court or Alcohol and Illicit Drug court diversion programs of the past.

### Referral point



*Graph 6 – Clients' indication of referral points to Amity counselling*

In addition to the face-to-face counselling service the team continue to respond to telephone calls received by the Gambling Helpline during business hours. In the past year, 74 people have accessed this 24 hours service. The gambling helpline provides a range of assistance with about 30% of callers seeking counselling, around 7% seeking information and a further 5% using the helpline to be referred to face-to-face counselling. The gambling helpline collects information around how people come to be aware of the 1800 number, with about 29% of people indicating *venue staff or health promotion poster in a venue*.

Amity has installed an EFTPOS machine for the receipt of donations and this appears to have made it easier for people to contribute. Donations assist in the purchase of valuable health promotion material around a diverse range of substances including essential items like diaries for clients to keep track of their use and change.

### Community education

The counselling team has continued to provide community education, workshops and presentations to other government and non-government organisations and agencies including Somerville Community Services, The Salvation Army Drug and Alcohol Services NT, YChange, Darwin Aboriginal and Islander Women's Shelter (DAIWS) and Tobacco Alcohol and Other Drugs (TAODS) at Royal Darwin Hospital. The team participated in the Drug Action Week event held in the park adjacent to Amity and organised by Amity's Illicit Drug project. This event was well attended by other health and social services and a diverse range of people from our local community.

### Information sharing between services

The counselling service continues to network with other services in-house and by attending external meetings and forums. Some of the diverse range of networking team members have participated in this year include; weekly attendance at the Cowdy Ward Round Meeting at Royal Darwin Hospital, Anglicare Financial Counselling Services, Community Legal Service, Relationships Australia, Skill Swap, North Australian Aboriginal Justice Agency (Darwin), Prison In-reach and attending the Mental Health Network Forums.

### Client survey

The Counselling Team has continued to provide a quality service and this is supported by the results of the client feedback surveys that are conducted at random intervals throughout the year. Recently completed and collated responses received from clients during the six-monthly feedback survey had fourteen clients participating, 57% males and 43% females. This survey asks clients to rate their experience of counselling at Amity in key areas and on a scale of *not satisfied*, *a little satisfied*, *moderately satisfied* and *highly satisfied*. The results from this feedback for *professionalism of staff*, *usefulness of counselling*, and *the look and feel of Amity* found 92% of participants indicating they were '*highly satisfied*'. For the areas of *confidentiality and ease of making an appointment* 85% of participants indicated they were '*highly satisfied*' and when asked about the *location of Amity* 78% of participants indicated they were '*highly satisfied*' with a further 14% indicating they were '*moderately satisfied*'. Some of the comments provided by those completing the survey were:

- "I have had 2 sessions so far and have learnt helpful tools as well as been given resources."
- "Felt comfortable, and able to be completely honest. Actually look forward to next visit."

The survey also asks participants to rate particular components of their counselling experience with Amity on the same scale of *not satisfied*, *a little satisfied*, *moderately satisfied*, and *highly satisfied*. For the question of *counselling is/was useful because of the opportunity to discuss my concerns*, eleven out of the fourteen respondents (78%) rated '*highly satisfied*' with two people indicating they were '*moderately satisfied*' and one participant indicating they were '*not satisfied*'. When asked if *counselling at Amity met your expectations* all clients participating in the survey indicated that it did. Some comments provided were:

- "I feel the counsellor understood where I was coming from ..."
- "Yes it exceeded my expectation. My counsellor was very polite and experienced. The session time was good too."
- "Wouldn't be here (on earth) if I didn't have my practical counselling."

The survey also asks if people would recommend Amity to others and 93% of respondents indicated they would. Some comments provided by our clients were: "*Because of the helpful results*", "*Because they are very professional and welcoming*" and "*...made me feel comfortable and confident*".

### Professional development

All counsellors have had the opportunity to attending training and conferences and regular in-house training. Training completed in this period includes Smoking Cessation, Black Dog Institute



training, Mindfulness training, Bullying and Harassment and the St Johns First Aid Course. Conferences attended were NTCOSS Conference, the National Association for Gambling Studies Conference and AADANT Conference.

The counselling team participate in regular monthly supervision sessions with Dr Clive Allcock, a psychiatrist with extensive gambling knowledge and a key witness in the Courts. They also have individual external supervision and peer discussion sessions.

This year also saw ongoing in-house training on ISO 9001 standards and training in the organisation's quality management system. Counsellors have participated in training for Amity's Gambling Program's Urban Indigenous Gambling Survey data collection and research project.

### **Student supervision**

Recently Rian supervised a placement of 110hours for a Master's student. The student was a local science teacher who had been undertaking a Master in Counselling through James Cook University. As a gesture of good will and appreciation to Amity for the opportunity this student contributed her skills and expertise in teaching in assisting the gambling program with its school pilot project and the alcohol and other drug Indigenous communities project in reviewing Amity's Community Engagement Model.

### **Staffing**

In closing for another year I reflect on the counselling team and note that we farewelled Jack Avison in late 2013, when he resigned to return to his homeland in England. Johanne Goncalves continues to work on a full-time basis and Kylie Jericho increased her part-time hours earlier this year. Mel Schofield acted in the coordinator role for six months and then returned to her part-time hours and I returned from the acting role in the gambling program to my coordinator role with the counselling service; I have also renegotiated my working hours and now work four days a week. Currently the counselling team is in the process of recruiting a new team member and as Amity's standard of skill is high and our corporate values are a significant component recruiting can be long and challenging. I'd like to thank the team for their professional work and ongoing commitment to harm minimisation and evidence-based practice when working with clients around alcohol, other drugs, gambling and related mental health concerns.

Rian Rombouts  
Coordinator  
Counselling Services



## **Alcohol and Other Drugs Indigenous Communities Project 2012 – 2015**

### **Introduction**

The current project builds on previous Commonwealth Funded projects initiated to address harms associated with the misuse of volatile substances in Darwin. The project has extended and continues to include community development work applying strategies to reduce harms associated with inhalants, alcohol and other drugs in nominated Aboriginal Town Communities in Darwin.

The main purposes are to:

- Develop and implement prevention, protection and intervention strategies to reduce harms associated with inhalants, alcohol and other drugs use;
- Institute measures to work in addressing co-occurring mental health and substance use;
- Increase Amity's capacity to work with Indigenous communities; and
- Ongoing evaluation and quality improvement of project delivery and outcomes.

### **Outcomes**

Throughout the past 12 months, project officers have continued to engage communities through individual, family and community level support, raising awareness and providing education/information and advocacy. The project has now added additional strategies by focusing on families as the target for intervention and utilising two-day bush camps as vehicles for planning and change.

During this past year the AOD Indigenous Project also worked with the italk library through the women's program to develop individual multimedia stories of experiences with alcohol and other drugs to be made available as part of the italk public library (<http://italklibrary.com/>). This initiative is now close to completion.

Youth activities have been considerably re-energised and redefined with the recruitment of a project officer who has extensive experience in music production with young people. This has resulted in a structured program deeply networked with stakeholders in youth and community arts. Music creation and production is a new initiative resourced by the project and has been structured to potentially lead into formal qualifications at the vocational level. We have continued to work closely with Corrugated Iron Youth Arts in joint arts based activities for young people. In particular, Corrugated Iron Youth Arts is working with us to provide an after school arts program in Bagot, Knuckey's Lagoon and Gurdorrka (Palmerston Indigenous Village) communities that encompasses circus skills, visual arts, team and individual sports and video/film production.

Following on from the World Health Organisation and Sony funded Eye-See photographic workshop delivered last year, Amity has offered up to ten, two-year scholarships for young people who participated in that program. Applicants must submit a goal driven educational/personal plan that identifies costs and which meets the approval of Amity's Board. The scholarships are intended to provide key resources to support young people in a tailored, structured process that helps them to meet self-identified life goals and outcomes that foster resilience and open up new opportunities.

The scholarships were announced at a formal function on 24<sup>th</sup> June that was attended by children, parents, workers and dignitaries involved in the original Eye-See program.



The project remains open to cultural activities of various kinds. Day trips at the request of men and women's groups are often opportunities for the discussion of cultural issues as they affect the community. Indeed, there is great diversity in what community members regard to be cultural activities with these being catered for as community commitment emerges within men and women's groups. In addition, cultural activities have blended into family activities such as the NiteStreet and Browns Mart live productions, as well as family outings at the waterpark and BBQs. With the adoption of more detailed, regular, community level reporting from project officers, cultural issues and their role in community dynamics are now more easily recognised and better understood.

The project has been extremely active in volatile substance misuse (VSM) education, delivering twelve workshops during the 12 months involving a total of 384 participants, including youth, children in care, school children, workers and practitioners in stakeholder organisations. Formal feedback from these workshops has been uniformly high.

The AOD Indigenous Project continues to work closely with CAYLUS, NTAOD and VSM clinicians to monitor trends in inhalant use. This information is used to inform government policy and to improve community education delivery. The project coordinator maintains high levels of collaboration within the sector including field visits to CAYLUS in Alice Springs, Katherine and Tiwi Islands.

The relationship with NTAOD and the Petrol Sniffing Strategy Unit (Darwin ICC) is strong, as evidenced by jointly organised and delivered workshops, collaborative visits to retailers and other activities. The project coordinator expanded the VSM advisory network by establishing a new advisory group addressing specific issues relating to VSM and to encourage greater collaboration and information sharing across the NT. This network is now operating strongly. Its bi-monthly

meetings show that it is both diverse, yet focused and includes government representation to help maintain a whole-of-sector perspective that mitigates ongoing staff turnover in the NT.

Given the complex and highly connected issues that community people face, it is inevitable that project officers assist people with co-occurring mental health and wellbeing and AOD issues. As part of our intervention strategy to reduce harm, Amity staff provided advocacy support across a range of issues and agencies.

The project has developed a comprehensive set of referral and support pathways and engages both AOD and mental health services as required. Volatile Substance Clinicians play an important role in framing family referrals with assistance from the project in providing context and connecting them to family groups. This highlights the project's primary role in community engagement, facilitation of community based decision-making and empowering families and individuals to engage appropriate forms of assistance. For example, project communication logs reveal 20 referrals to VSM clinicians and Amity counsellors. Suicides in certain communities also led to the referral of a number of young people to Headspace for counselling and support. In other cases, Amity's involvement on the ground has led to referrals to Meals on Wheels and tenancy support for the elderly. Amity has also assisted families with children in care in the process of seeking their return.

The introduction of bush camps is now an important strategy for addressing health and well-being by allowing families the space and context to plan for changes in lifestyle and for goal setting across a range of co-occurring issues including AOD, employment, mental health, parenting and housing. In this way, issues can be addressed in an integrated holistic manner, rather than piecemeal. The issues affecting families are almost always tightly entwined and remain resistant to one-off, isolated interventions and seldom affect individuals alone. Bush camps have revealed that an extended, supported period of time away from the community can become a powerful tool for addressing deeply imbedded behaviours amongst change ready families.

Challenges with worker retention and skills development are endemic to the Territory and during this review period there was significant staff turnover due to personal circumstances. In the middle of 2013 the Project Coordinator needed to relocate due to transfer of their partner and the new Coordinator commenced in July 2013. In addition, one new Project Officer was recruited at the end of 2013 and then replaced by two part time workers, one whom subsequently left to pursue a full time role. Despite this turnover, project delivery and performance has been sound. Indeed with the implementation of bush camps and expanded youth programs involving music creation and production as well as better internal reporting from communities, the project has a sense of re-invigoration.

Two of the four workers in this project are Indigenous with both the other non-Indigenous workers having extensive experience working with Indigenous youth. The project's ongoing data collection and review of information and practice is highly consistent with an iterative or cyclic action-research methodology. For example, the project has implemented more detailed and regular

documentation from project staff visiting communities. The process documents community change/dynamics more comprehensively and allows project activities to be reviewed and changed as needed in order to enhance project outcomes for individuals and communities. A review of the process reveals that it has bedded down well and has become a regular administrative practice that helps support dialogue between workers and management. Morrison Associates Pty Ltd continues to operate as the project's independent evaluator.

The project's website (<http://www.amity.org.au/AOD-Indigenous/index.shtml>) provides a comprehensive outline of the project as well as publicly available resources, including reports, links to other resources such as relevant legislation, other AOD and VSM services, contact information, and downloadable brochures, flyers, pamphlets and other resources for public distribution. Review of website materials is ongoing and updates occur as feedback accumulates. Feedback at this point suggests that existing resources are well designed, legislatively correct and current and meeting the needs of their audiences.

## **Conclusion**

The communities in which we work are constantly challenged by structural determinants to health resulting in target groups experiencing significant issues concerning drug, alcohol and mental health problems that impact on some individual's and group behaviours and their ability and capacity to engage. There are positive outcomes from this project particularly with developing relationships that have assisted us in effectively improving health outcomes to reduce harms associated with inhalants, alcohol and other drugs in nominated Aboriginal Town Communities in Darwin.

Strong working relationships with organisations in the public and private sector and working cooperatively has assisted in reducing the significant impacts of structural determinants to health. Positive outcomes are continuing to be achieved by strengthening and maintaining good relationships with community to further develop men, women and youth programs and a strong commitment to public health and human rights.

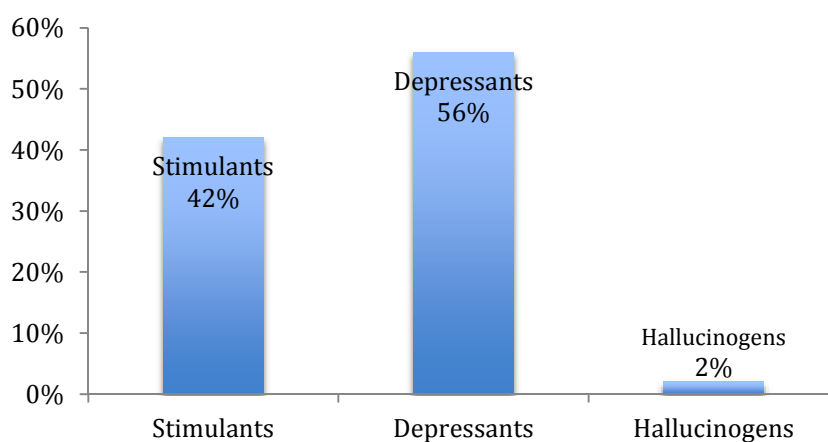
Michael Massingham  
Coordinator  
AOD Indigenous Communities Project

## Illicit Drug Project

The two main aims of this project over the past year have been to work to increase community understanding of treatment options and referral pathways, and to provide an evidence-based counselling service that is available for people who engage in illicit substance use and people who are affected by others' substance use e.g. significant others/family. We undertake the first aim by engaging in population wide health promotion providing key harm minimisation messages throughout the community. The project meets the second aim by providing funding for a 0.5FTE position within Amity's counselling service. Amity's counselling team regularly engage in professional development activities and attend national conferences in the field of harm reduction and substance use. The counselling service is able to provide culturally appropriate, client focussed, non-judgmental services that are inclusiveness of all people.

During the previous year the service component of the project provided new client sessions for 106 people and 285 ongoing counselling/education sessions. Data for new clients shows us that more males (62%) compared with females attended for illicit drug use. Out of those people 83% indicated they were the person with the problem and the remainder being a significant other.

Drugs that affect the brain can be divided into three main groups. They are stimulants, depressants, and hallucinogens. Stimulant drugs speed up the messages between the brain and body. They can make a person feel more awake, alert, confident or energetic. Large doses of stimulants can cause anxiety, panic, seizures, aggression and paranoia. Of all clients presenting to Amity around illicit drugs about 42% had concerns about their illicit stimulant use, predominately amphetamine and methamphetamine were their primary problem from this drug group. The drug group of depressants slow down the messages delivered from the brain to all parts of the body. People feel more relaxed and less inhibited. A person's ability to respond to unexpected situations is slowed. The main illicit substance from this group was reported as cannabis, 56% of clients indicated that depressants were their main concern. Two percent of clients indicated a problem with hallucinogens. Hallucinogens distort a person's perception of reality

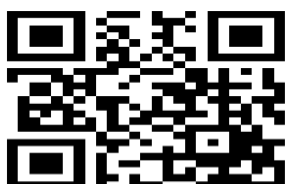


*Illicit drug problems by drug groups*

Working to increase community awareness of illicit drugs and provide options for change the project conducts activities to engage and educate the wider Darwin community. Once again the project held an activity for 'Drug Action Week'. This year the project embraced Amity's key message *Be Informed. Be habitwise* with the theme for the day being *healthy habits, healthy lifestyles*. Amity provided a BBQ and fresh fruit for lunch. A range of health and social community and government organisations participated in the event that was well attended by people from the community. Health promotion material with the message *Are drugs tearing you apart?* and strategies and contact details were very popular during this event, in particular bottled water.

A range of new promotional material containing key messages along with strategies and contact details have been developed and continue to be disseminated throughout the greater Darwin area.

The Illicit drug project has worked collaboratively with the counselling team to update the referral form and this has been uploaded onto USB devices to distribute to general practitioners, chemists and other health services to raise awareness of Amity's counselling service.



This year the project has included the quick response, QR code, onto its health promotional material. The QR code is a type of two-dimensional barcode that can be read using smartphones. Scanning the code links the person directly to helpline numbers and Amity's website.

The QR codes are then analysed through a Google analytics program with a weekly report sent on how many hits Amity have on the website as a result of the code being scanned. In the four months the illicit drug project has utilised this there have been 101 hits with 50 unique pages being viewed.

In other population level health promotion advertising this year the illicit drug project partnered with the gambling project to embark upon a *toilet door* promotion at the Darwin International Airport. All toilet doors in the international and domestic lounges display either the '*Are drugs tearing you apart?*' or '*Are you sitting comfortably?*' (for the back of female toilets) and '*Have you got a grip on it?*' (for display above men's urinals) health promotion gambling posters. These posters contain the QR code linking people to helpline numbers or Amity's homepage, along with strategies and other contact details. This promotion has also been rolled out through Charles Darwin University and the project is hoping to expand the toilet door promotions to licensed venues and other entertainment and workplaces in the upcoming year.

Pauline McKenzie  
Illicit Drug Project Officer



## **Gambling Harm Minimisation & Education Program**

Gambling, in regulated and unregulated forms, is part of the social and cultural fabric of the Northern Territory (NT). The Territory has a vast area of 1,352,176 sq. km however its small population means it has the lowest population density of any state or territory. Greater Darwin has a population of about 127,532 constituting about half of the Territory's population (ABS, 2013). Darwin is a culturally diverse population comprising of over 70 ethnic backgrounds. Alice Springs, located 1500km south of Darwin has about 27,000 people. At June 2013, the estimated population of the NT was 240,800 people of which about 30% are estimated to be Indigenous people (ABS, 2013).

Amity believes that the adoption of a systems approach offers the greatest opportunity to reduce the harms associated with gambling. While acknowledging that there may be some conflicts in agendas, Amity implements this approach by working with the various sectors of the community involved with gambling. These sectors include government, venue licensees and managers, community organisations, groups and individuals. The object is to identify where there is commonality of agenda in relation to gambling, to develop strategic partnerships, develop initiatives, and deliver evidence-based practice with the overall aim of harm reduction.

Amity continues to be the primary deliverer of a range of intervention and prevention services throughout the Territory in the area of gambling. This year has brought change to the gambling program with a temporary change in coordinator and the appointment of new project officers.

Over the past year the program saw the return of Donna Hunter to drive home the data collection project that began with a community conversation back in 2009. It was agreed that there is limited local evidence around gambling prevalence rates amongst Aboriginal and Torres Strait Islander populations in urban areas of the Territory. This project will see Menzies and Amity enter into a collaborative arrangement to implement and roll out an online and paper based gambling screening tool throughout a wide range of health, legal and community organisations that will enable the collection of data through a common secure management system. The aim of the project is to collect and analyse data through this diverse range of services where gambling problems are identified as a concern but not necessarily the main or presenting problem. This will enable a deeper understanding of the impacts of problem gambling and particularly the local prevalence rates.

The Remote Awareness Campaign wound up this year meeting the identified outcomes of development and dissemination of locally created health promotion materials, development and delivery of community information sessions and the delivery of capacity building workshops to a range of service providers in remote communities. This work has enabled project officers to engage in a diverse array of participatory workshops with communities and has led to a pilot project around 'change stories' and a combined submission to work with italk library on another remote educational project that we were successful in gaining funding for the 2014-15 year.

*Some of the images from the change stories pilot:*



*The friends called a community meeting and everyone started talking.*



*We went hunting goanna*

## Prevention

A meaningful component of the gambling program is our ongoing work with licensed gambling operators throughout the NT. This work consists of building venue capacity to understand and implement the Northern Territory Code of Practice. This work ranged from ensuring venues had sufficient signage, health promotion material and referral information for patrons to be able to make informed decisions about their gambling. During the July to December 2013 period we provided *responsible service of gambling practices* training to seven venues in Katherine and Darwin with a total of 64 employees participating. From January to June 2014 we provided training to five venues from the greater Darwin and Nhulunbuy area with a total of 28 employees participating.

In addition to working with venues the project engages in population demand reduction campaigns. Research in health promotions has suggested that campaigns are more likely to be effective when they are: well-resourced and enduring; target a clearly defined audience; are based on advanced marketing strategies that effectively target, communicate with, and have relevance for, and credibility with, the audience; and provide a credible message to which the audience is frequently exposed. **Responsible Gambling Awareness Week** is one of the program's major health promotion events. Again this year Amity's message was *Be informed. Be habitwise.*



This year the program worked with key stakeholders: Community Benefit Fund; Licensing & Regulation; SKYCITY; Lasseters; AHA; NT TAB; and treatment agencies to promote the national week. Specifically the week aims to: increase the community's awareness of responsible gambling and strategies to stay in control; reinforce messages around balance and control around time and money limits; and to increase awareness of support options and services available.



Amity developed and printed a range of health promotion material and collectively we distributed:

- 1250 'stress' dice with the message *Is your gambling habit becoming dicey?*;
- 1500 *Know the Facts* campaign posters;
- 100 specifically designed TAB posters;
- 1250 *Know the Facts* balloons;
- 200 of the 1800 858 858 helpline cards;
- 100 helpline stickers for EGMs; and
- 500 gambling hints management brochures.



Other marketing and profile raising during the week

consisted of: Dr. Clive Allcock talking to Pete Davies on his talkback radio show as a voice for gambling and Amity; information stalls at Lasseters and SKYCITY casinos; radio adverts were developed and aired through NT Broadcaster stations; images and messages from the *Know the Facts* campaign were made into a commercial and aired on Imparja television; Amity gambling commercials have been uploaded onto a YouTube channel; banners of the campaign were designed, printed and placed at prominent local locations around town; *Know the Facts* and strategies for managing gambling were written for the NTCOSS newsletter; and a RGAW spiel with the *Know the Facts* images uploaded onto Amity's homepage ([www.amity.org.au](http://www.amity.org.au)). The program continues to utilise newsprint, radio and television to promote key messages. We have also responded with current evidence to news interviews around topical gambling issues as they arise.

The project also works in the space of community education and development. This refers to a range of projects to promote learning and social development with individuals and groups in their communities using a variety of formal and informal methods. A common defining feature is that projects and activities are developed in dialogue with communities and participants. The purpose of community learning and development is to cultivate the capacity of individuals and groups of all ages through their actions to improve their quality of life.

This year the program wrote a two-part interactive session around statistics, probability and gambling aligning the mathematic component with the National Curriculum for year 7 and 8 students. We then ran the pilot project with about 400 students in one of our local middle schools. Outcomes from this pilot found that upon the completion of the two sessions over 80% of students self-reported that they had a better understanding of the risks around gambling. The evaluation also found 70% of students indicating they thought they could use the information learnt in sessions and apply it outside of the classroom. The main themes from feedback about use of the knowledge included, '*telling family and friends about the odds*', '*a better understanding of chance and probability*', '*being provided with education around risk taking behaviours*' and '*making informed choices*'.

Capacity building is a significant component of our work and is about facilitating the project to build internal and external capacity in the prevention and intervention of problem gambling with a diverse range of professionals. Ultimately this works in creating a culture of evidence based

decision-making. For research to have significant impact, it is important to have not only trained individuals and institutions capable of conducting research, but to have treatment services along with program coordinators who understand research and are able to explore the practical nature of the research and who believe in making decisions based on evidence. Team members continue to attend the annual National Association for Gambling Studies conference, as this is the leading forum for research and aims to promote discussion and research into all areas of gambling activity. The conference is widely attended by members from industry, treatment agencies, academics, regulators and people who gamble. This forum often provides us ideas for projects like the school pilot and health promotion initiatives.

### **Intervention**

Interventions at Amity are based on empirical evidence and best practice techniques. Face-to-face counselling, information and support services continue to be delivered to people of Darwin, Palmerston and the rural areas by Amity's counselling team. Counselling for Alice Springs residents around gambling related harm continues to be funded by Amity and available locally through Holyoake in the interests of ensuring equality of access to treatment and support for people located in major regional centres. Capacity building is provided to Holyoake counselling staff to ensure best practice in their approach in working with people presenting for gambling issues. Amity also maintains a partnership to enable the provision of the 24hr helpline service. During business hours Amity counsellors respond to these calls and the after hours service is provided by Turning Point.

In addition to counselling services Amity provides support to people who contact in relation to self-exclusion. Counsellors are able to explain the self-exclusion process and assist people in completing paperwork and building skills required to manage urges if the client chooses to deliver their self-exclusion forms to their identified venues. Amity's service provision offers information and support for people who choose self-exclusion along with treatment options for people affected by gambling (significant others – may be partners, children or other family members).

### **Protection**

In relation to the area of protection in the public health model the project continues to work to consult with a range of stakeholders including government and industry around best practice and harm minimisation strategies. A component of the work undertaken in the program also involves advocacy activities that promote health and access to health care in communities and the larger public and evidence that informs policy.

Amity's gambling program has been successful in gaining funding for a further 12-month period enabling the program to continue working in diverse ways around minimising the actual and potential harms associated with a range of gambling activities for the broad and diverse Territory community. We thank the Community Benefit Fund for their support of our ongoing work.

Nicola Coalter

Deputy Executive Officer/ Coordinator Gambling Harm Minimisation & Education Program

## Accreditation

ISO 9001 is an international standard for quality management systems. Over 1.2 million organisations worldwide are certified to ISO 9001 standards. The standard is based on a number of quality management principles including a strong client focus, leadership, involvement of all people of the organisation, a systems approach to management, a process approach and ongoing continual improvement.



The standard sets out requirements that as a health service provider, we adopted in order to implement a system that monitors and measures quality, manages policies, procedures and processes and assists us in meeting the needs of our stakeholder and client requirements. Initially this process has required an integration of our systems, procedures and documents. This has involved an ongoing commitment from all of us at Amity. Since Katlyn Stockham joined the Amity team in October last year she has taken on a leading role in the system and this has been valuable in cementing the quality management processes in our everyday work practices.

The goal of 'quality' is to meet the expectations of our clients and stakeholders - every time and with every interaction. Using ISO 9001 helps ensure that clients and stakeholders of Amity receive consistent, good quality services and we have a process that enables us to continually improve.

Bernie Dwyer and Nicola Coalter  
Chief and Deputy Executive Officers

## Work Health & Safety Report

The Work Health and Safety Committee meet once a month to discuss a pro-active approach to work place safety issues. We have four members currently. There has been willingness from other staff to contribute however finding an appropriate meeting day for all has been a challenge due to worker hours.

Achievements over the past year include:

- Addressing Work Health and Safety issues reported to WHS officer and on Amity's quality management system on a monthly basis or more urgently depending on the issue. Also liaising with appropriate staff members or key providers to address these issues.
- Throughout the year, the committee has been working on reviewing forms and placing all the relevant documents on the quality management system, which has proved quite a time consuming task.
- Purchase of Portner Press Health and Safety Handbook: The practical guide to workplace health and safety (which includes new developments or changes to Work Health and Safety legislation and laws). Amity is notified by email on new updates and these are communicated monthly and placed in the handbook. This action ensures up-to-date information for staff and the Board in line with new legislation and quality improvement.
- This year we addressed recycling batteries and old printer cartridges. This idea was presented during a staff meeting and work instructions were documented as a way of expanding the eco-friendly approach within Amity.
- In-service education about Work Health and Safety was delivered in the 'Six Thinking Hats' (De Bonno) presentation to introduce the new legislation regarding Bullying and Harassment. This presentation creatively and assertively addressed issues that staff may experience around changes in the legislation. It is our goal that we conduct more in-house WHS sessions around staff self-care and mental health in the next period and other issues as they arise.
- A process has been developed to manage the transition of policy and practice documents. This includes reviewing current documents, researching other resources and developing a plan to create one central point of access for Amity.

Jodie Reichstein - WH&S Representative

Melanie Schofield and Michael Massingham - WHS Committee members

## **Audited Financial Statement**

**AMITY COMMUNITY SERVICES INCORPORATED**  
**SPECIAL PURPOSE FINANCIAL REPORT**  
**for the period ended 30<sup>th</sup> June 2014**

**AMITY COMMUNITY SERVICES INCORPORATED  
SPECIAL PURPOSE FINANCIAL REPORT  
YEAR ENDED 30 June 2014**

**CONTENTS**

Statement by the Committee	3
Independent Audit Report	4-5
Balance Sheet	6-7
Profit & Loss Report	8
Notes to and forming part of the Accounts	9



**AMITY COMMUNITY SERVICES INCORPORATED  
STATEMENT BY THE MANAGEMENT COMMITTEE**

for the year ended 30<sup>th</sup> June 2014

In our opinion –

1. The accompanying financial report as set out on pages 4-22 being a special purpose financial statement, is drawn up so as to present fairly the state of affairs of the Association as at 30<sup>th</sup> June 2014 and the results of the Association for the year ended on that date;
2. the accounts of the Association have been properly prepared and are in accordance with the books of account of the Association; and
3. there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

We confirm as follows:

- a) The name of each committee member of the association during the relevant financial year were:

Chairperson	Drew Harper
Vice Chairperson	Brett Hagan
Treasurer	Julie Beaumont
Secretary	Gail Snell
Board Member	Sarah Andrews
Board Member	Manuel Brown
Board Member	Emma Stocks
Board Member	Chris Potter
Public Officer	Bernie Dwyer

- (b) The principal activities of the association during the relevant financial were:

Amity Community Services Incorporated aims to provide a range of services which assist individuals in the community to choose healthy lifestyles and develop healthy living conditions, particularly as these relate to drug use and other issues pertaining to habit forming behavior.

- (c) The net surplus of the association for the relevant financial year was \$43,009.65

Signed at Darwin on 28 / 8 / 14



Chairman



Treasurer

The accompanying notes form part of the financial report and are to be read in conjunction with the attached audit report.



Registered Office QLD  
PO Box 475 Mudgeeraba QLD 4213  
Mobile 0418 897 757

Registered Office Darwin  
100 Ryland Road Rapid Creek NT 0810  
ABN: 29 161 528 481

Email [sulee@bigpond.net.au](mailto:sulee@bigpond.net.au)

**INDEPENDENT AUDIT REPORT****TO THE MEMBERS OF AMITY COMMUNITY SERVICES INCORPORATED*****Report on the Financial Report***

I have audited the accompanying financial report of Amity Community Services Incorporated which comprises the balance sheet as at 30 June 2014 and the income and expenditure statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the committee of management's statement.

***Committee's Responsibility for the Financial Report***

The committee of management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances.

***Matters relating to the Electronic Presentation of the Audited Financial Report.***

This audit report relates to the financial report of Amity Community Services Incorporated for the year ended 30 June 2014. This audit report refers only to the statements. It does not provide an opinion on any other information that may have been hyper linked to/from these statements.

***Auditor's Responsibility/Scope***

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report 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 committee of management, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Independence**

In conducting my audit, I have complied with the independence requirements of Australian professional ethical requirements.

SUSANNE LEE & ASSOCIATES PTY LTD IS A CPA PRACTICE  
Liability is limited by a scheme approved under Professional Standards legislation



Registered Office QLD  
PO Box 475 Mudgeeraba QLD 4213  
Mobile 0418 897 757

Registered Office Darwin  
100 Ryland Road Rapid Creek NT 0810  
ABN: 29 161 528 481

Email [suslee@bigpond.net.au](mailto:suslee@bigpond.net.au)

### Audit Opinion

1. In my opinion the financial report presents fairly in accordance with the accounting policies described in Note 1 to the financial report and the *Associations Act*, the financial position of the Amity Community Services Incorporated at 30<sup>th</sup> June 2014 and the results of its operations for the year then ended.
2. The financial accounts are complete and accurate and the balances of grant funds remaining are identified and are recorded as Unexpended Grants in the balance sheet.



SUSANNE LEE, CPA  
10/08/2014



# Amity Community Services Incorporated

## Balance Sheet

June 2014

	This Year	Last Year
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
<b>Bank/Investment Accounts</b>		
Bank of QLD Main Cheque Account	\$196,891.75	\$120,016.09
Bank of QLD MH/AOD Account	\$0.00	\$1,670.17
Bank of QLD Cash Management Account	\$1,043,188.67	\$821,848.60
Bank of QLD Donations Account	\$17,308.64	\$10,960.99
Bank of QLD Maxi Health Account	\$5,949.16	\$50,963.15
Bank of QLD Gambling Account	\$893,519.88	\$19,770.25
Bank of QLD/Town Account	\$273,485.24	\$87,261.11
Bank of QLD Building Account	\$14,064.44	\$47,898.14
Bank of QLD/EBA/Bank Account	\$2,036.46	\$21,481.60
Bank of QLD/Visa 1	\$917.82	\$2,272.46
Bank of QLD/Visa 2	\$0.00	\$3.86
Bank of QLD/Visa 3	\$2,110.47	\$1,551.66
Bank of QLD/Visa 4	\$3,817.41	\$0.00
Bank of QLD/Visa 5	\$2,101.09	\$0.00
EFT Clearing Account	-\$214.45	\$0.00
Westpac Account	\$5,699.51	\$5,745.45
<b>Total Bank/Investment Accounts</b>	<b>\$2,460,876.09</b>	<b>\$1,191,443.53</b>
<b>Other Current Assets</b>		
Prepaid Insurance	\$20,980.46	\$20,127.76
Trade Debtors	\$70,397.25	\$35,156.85
Petty Cash Float	\$300.00	\$300.00
Acquittal Advance	\$0.00	\$200.00
<b>Total Other Current Assets</b>	<b>\$91,677.71</b>	<b>\$55,784.61</b>
<b>Total CURRENT ASSETS</b>	<b>\$2,552,553.80</b>	<b>\$1,247,228.14</b>
<b>FIXED ASSETS</b>		
<b>Plant &amp; Equipment</b>		
Plant & Equip at cost	\$41,374.42	\$41,374.42
Accumulated Depreciation	-\$29,053.18	-\$23,782.65
<b>Total Plant &amp; Equipment</b>	<b>\$12,321.24</b>	<b>\$17,591.77</b>
<b>Motor Vehicles</b>		
Motor Vehicles - at Cost	\$70,243.43	\$87,582.77
Accumulated Depreciation	-\$39,703.35	-\$28,970.51
<b>Total Motor Vehicles</b>	<b>\$30,540.08</b>	<b>\$58,612.26</b>
<b>Leasehold Improvements</b>		
Leasehold Improvements at Cost	\$27,719.00	\$27,719.00
Accumulated Depreciation	-\$15,245.61	-\$14,552.63
<b>Total Leasehold Improvements</b>	<b>\$12,473.39</b>	<b>\$13,166.37</b>
<b>Buildings</b>		
Stokes Street Renovations	\$443,592.59	\$443,592.59
Accumulated Depreciation	-\$443,592.59	-\$443,592.59
Buildings - at Cost	\$37,295.00	\$37,295.00
Accumulated Depreciation	-\$6,604.38	-\$5,672.00
<b>Total Buildings</b>	<b>\$30,690.62</b>	<b>\$31,623.00</b>
<b>Buildings - at Valuation</b>		
Building - at Valuation	\$25,000.00	\$25,000.00
Accumulated Depreciation	-\$4,375.00	-\$3,750.00
<b>Total Buildings - at Valuation</b>	<b>\$20,625.00</b>	<b>\$21,250.00</b>
<b>Parap Property</b>		
7 Stokes St, Parap	\$598,652.79	\$598,652.79
<b>Total FIXED ASSETS</b>	<b>\$705,303.12</b>	<b>\$740,896.19</b>
<b>Total ASSETS</b>	<b>\$3,257,856.92</b>	<b>\$1,988,124.33</b>

The accompanying notes form part of the financial report and are to be read in conjunction with the attached audit report.

# Amity Community Services Incorporated

## Balance Sheet

June 2014

	This Year	Last Year
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
<b>Creditors &amp; Accruals</b>		
Grants in Advance/Gambling	\$556,000.00	\$0.00
Grants in Advance/Indigenous Aware	\$251,000.00	\$0.00
Trade Creditors	\$111,476.18	\$39,594.91
<b>Total Creditors &amp; Accruals</b>	<b>\$918,476.18</b>	<b>\$39,594.91</b>
<b>Unexpended Grants EFYR</b>		
Unexpended Grant/Illicit Drug Counselling	\$65,880.58	\$0.00
Unexpended Grant/Gambling11/12	\$10,812.78	\$95,139.50
Unexpended Grant/Gambling13/14	\$96,916.51	\$0.00
Unexpended Grant/Indigenous Gambling	\$42,705.31	\$42,705.31
Unexpended Grant/Operations	\$10,252.53	\$0.00
Unexpended Grant/Indigenous Community11/12	\$128,118.29	\$128,118.29
Unexpended Grant/ Indigenous Community 13/14	\$262,377.67	\$0.00
Unexpended Grant/ Indigenous Organisation Gambling	\$0.00	\$33,244.19
Unexpended Grant/Youth Disco	\$1,012.21	\$0.00
<b>Total Unexpended Grants EFYR</b>	<b>\$618,075.88</b>	<b>\$299,207.29</b>
<b>Provisions - Current</b>		
Provision for Annual Leave	\$119,175.00	\$118,824.49
<b>Total Provisions - Current</b>	<b>\$119,175.00</b>	<b>\$118,824.49</b>
<b>Total CURRENT LIABILITIES</b>	<b>\$1,655,727.06</b>	<b>\$457,626.69</b>
<b>NON-CURRENT LIABILITIES</b>		
<b>Provisions - Non Current</b>		
Provision for Long Service Leave	\$30,734.00	\$60,284.00
Provision for MV Replacement	\$64,000.00	\$64,000.00
Provision for Redundancy	\$121,957.00	\$122,245.13
Building Planning Service Development	\$260,000.00	\$200,000.00
<b>Total Provisions - Non Current</b>	<b>\$476,691.00</b>	<b>\$446,529.13</b>
<b>Loan Accounts</b>		
Parap Property Loan	\$4,014.18	\$5,553.48
<b>Total LIABILITIES</b>	<b>\$2,136,432.24</b>	<b>\$909,709.30</b>
<b>Net Assets</b>	<b>\$1,121,424.68</b>	<b>\$1,078,415.03</b>
<b>EQUITY</b>		
Accumulated Funds	\$1,078,415.03	\$1,068,946.91
Current Year Surplus/Deficit	\$43,009.65	\$9,468.12
<b>Total EQUITY</b>	<b>\$1,121,424.68</b>	<b>\$1,078,415.03</b>

The accompanying notes form part of the financial report and are to be read in conjunction with the attached audit report.



# Amity Community Services Incorporated

## Profit & Loss

July 2013 through June 2014

	This Year	Last Year
<b>INCOME</b>		
<b>Grant Income</b>		
Grants/Alcohol & Other Drugs/OPS	\$438,198.00	\$413,997.00
Grants/DDE Co-ordinator	\$7,214.00	\$86,289.00
Grants/Non-Indigenous Gambling	\$278,400.00	\$255,000.00
Grant/Indigenous Gambling	\$266,399.99	\$255,000.00
Grant/Remote Awareness Project	\$104,959.09	\$0.00
Grant/Illicit Drug Counselling	\$182,567.67	\$114,974.00
Grant/AOD Indigenous Communities Project	\$730,701.45	\$460,950.00
Grants/Other Minor	\$1,704.55	\$0.00
National Child Protection Week	\$0.00	\$909.09
Unexpended Grant Brought Forward	\$161,362.48	\$147,829.22
Unexpended Grant Deferred	(\$480,231.07)	(\$33,244.19)
<b>Total Grant Income</b>	<b>\$1,691,276.16</b>	<b>\$1,701,704.12</b>
<b>Fee for Services Income</b>		
DDE Course Fees	\$27,063.63	\$68,905.55
Client Fees - Counselling	\$2,909.09	\$0.00
General Workshop Income	\$1,300.92	\$327.28
Fee For Service - General	\$200.73	\$15,351.37
Smart Court Income	\$2,930.00	\$0.00
<b>Total Fee for Services Income</b>	<b>\$34,404.37</b>	<b>\$84,584.20</b>
<b>Interest/Other Income</b>		
Interest Earned	\$47,564.28	\$38,184.41
Donations/Sponsorship	\$6,008.30	\$5,469.84
Costs Recovered/Other Income	\$363.64	\$353.36
Program Management/Admin Fee	\$124,786.82	\$126,905.00
<b>Total Interest/Other Income</b>	<b>\$178,723.04</b>	<b>\$170,912.61</b>
<b>Total INCOME</b>	<b>\$1,904,403.57</b>	<b>\$1,957,200.93</b>
<b>EXPENSES</b>		
<b>EXPENSES</b>		
Official Travel	\$68,265.21	\$66,777.53
Repairs & Maintenance	\$53,435.24	\$52,675.29
Supplies	\$4,219.76	\$22,902.97
Services	\$56,529.36	\$61,518.89
Professional Development	\$27,533.73	\$34,981.06
Office Equipment	\$622.17	\$382.41
Petty Cash	\$16.46	\$20.00
Employment Expenses	\$1,219,147.65	\$1,291,532.64
Program Expenses	\$326,788.14	\$357,644.74
Other Expenses	\$106,941.83	\$65,046.39
<b>Total EXPENSES</b>	<b>\$1,863,499.55</b>	<b>\$1,953,481.92</b>
<b>Operating PROFIT</b>	<b>\$40,904.02</b>	<b>\$3,719.01</b>
<b>Other INCOME</b>		
Profit on Sale of Motor Vehicle	\$2,105.63	\$5,749.11
<b>Net PROFIT/(LOSS)</b>	<b>\$43,009.65</b>	<b>\$9,468.12</b>

The accompanying notes form part of the financial report and are to be read in conjunction with the attached audit report.

# **AMITY COMMUNITY SERVICES INCORPORATED**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2014**

### **1. SUMMARY OF ACCOUNTING POLICIES**

The accounting policies adopted by the Association are stated in order to assist in a general understanding of the financial statements. These policies have been consistently applied except as otherwise indicated.

#### **Reporting entity**

The association is not a reporting entity because in the committee's opinion there are likely to exist users who are able to command the preparation of reports tailored so as to satisfy all of their information needs, and these accounts are therefore "special purpose accounts" that have been prepared solely to meet the requirements of the Constitution and the *Associations Act*.

#### **Accounting policies**

The financial report has been prepared under the historical cost conventions and does not take into account changing money values except to the extent that they are reflected in the revaluation of certain assets.

In order for the financial report to present fairly the state of affairs of the Association and the results of the Association for the year, Australian Accounting Standards have been adopted to the extent disclosed in this note.

#### **Government Grants**

Government grants are brought to account as income when the Association receives them. Unspent Grants are transferred to an appropriate liability account.

#### **Assets**

The current policy is to capitalise and depreciate purchases, on a straight line basis, that cost in excess of \$5,000.

#### **Employee Entitlements**

The amounts expected to be paid to employees for their pro rata entitlement to annual leave, sick leave and long service leave are accrued annually at current pay rates.

#### **Income tax**

The Association is of the opinion that it is not subject to income tax.

### **2. LAND**

Amity has purchased property at Stokes Street in Fannie Bay. It also has an informal lease arrangement with the Department of Health for its original property.

The accompanying notes form part of the financial report and are to be read in conjunction with the attached audit report.