

Amity

Community Services Inc



ANNUAL REPORT 2017 & Special General Meeting

Our Belief: Health is not the absence of disease - it's a complete state of physical, mental, emotional and spiritual wellbeing. Like the World Health Organisation, we see health as a resource for life and not itself the object of living. Health is the product of structural and social determinants. We believe that habits are normal, functional, learned responses to specific situations and these responses are a combination of cognitive, environmental and behavioural patterns. We recognise that some habits may have negative outcomes and it is a choice to learn how to change habits and build resilience.

Our Values: Respect | Diversity | Professionalism | Curiosity.

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Special General Meeting

Resolution; Clauses 22 and 26 of the Amity Community Services Inc constitution be changed to read;

22. Composition of Committee

- (1) The Management Committee consists of:
 - (a) a Chairperson;
 - (b) a Vice-Chairperson;
 - (c) a Secretary;
 - (d) a Treasurer; and
 - (e) up to five other ordinary members.
 - (f) The Director shall be an ex officio member
- (2) The Committee may appoint either a senior staff member or a committee member to be the Association's public officer.

26. Retirement of Committee Members

- (1) The Chairperson and Office Bearers shall hold office for a period of two years, with the term of office expiring at the Annual General Meeting two years after election unless the member vacates the office under clause 29 or is removed under clause 30.
- (2) Positions falling vacant at each general meeting shall alternate between:
 - (a) the Chairperson and Secretary;
 - (b) the Vice Chairperson and the Treasurer.
- (3) Office Bearers shall be eligible for re-election.
- (4) Ordinary members of the Committee are elected each year at the Annual General Meeting unless the member vacates the office under clause 29 or is removed under clause 30.
- (5) In the event of a casual vacancy in any officer position referred to in sub-clause 2, the Committee may appoint one of its members or another person deemed appropriate to the vacant office and the person so appointed shall continue to hold office up to and including the conclusion of the term of office of the Officer that the person replaced.
- (6) The Chairperson when outgoing must preside at the annual general meeting until a new member is elected as Chairperson.
- (7) Consecutive terms on the Committee may be served –
 - (a) by the Chairperson for a period not exceeding six years, and the Chairperson is not eligible for further re-election until the end of one year following the expiration of such six-year term.
 - (b) by all other committee members indefinitely.

Agenda

Location: 155 Stuart Highway, Parap

Date: 26 October 2017 at 5.30pm

2017 Annual General Meeting

Item 1: Present/Apologies

Item 2: Confirmation of Minutes of 2016 Annual General Meeting

Item 3: Reports

a) Chairperson's Report

b) Treasurer's Report

c) Agency Reports

Item 4: Election of the Management Committee

Item 5: Other Business

Nomination of Auditor for 2017/2018

Item 6: Networking & Refreshments

Minutes of previous AGM

DATE: 22 September 2016

LOCATION: Museum & Art Gallery of the Northern Territory, 19 Conacher Street, The Gardens, Darwin

Item 1: Present/Apologies

Present:

Brett Hagan
Pip Sleigh
Chris Potter
Julie Beaumont
Crystal Triggs
Tony Sievers
Bill Medley
Eddie McKenzie
Venjie Diola
Perry Morrison
Dot Morrison
Wendy Morton
Dave Pugh
Chris Franck
Loretta Hagan
Kerin Bolton
Mia Tranthem
Paul Perryman
Wendy Larn
Julian Casa
Jerry Dixon
Kerrienne Dixon
Phillipp Jangala
Mathew Doctor
Mel Schofield
Rob Lewis
Kylie Jericho
Nicola Coalter
Shiela White
Daylene White
Noel Daylight
Ian Garaaji
Anton
Janine Cincaid
Zachariah Cincaid
Zoe Cincaid
Tennele Shields
Georgia Tranthem

Chairperson
Vice Chairperson
Secretary
Treasurer
Board Member
MLA
Department of Health
Relationships Australia
AltBat
Morrison & Associates
Morrison & Associates
NTCOSS
Anglicare
Banyan House
Community Member
Charles Darwin University
Community Member
Community Member
Community Member
Southern Cross TV
Knuckeyes
Knuckeyes
Knuckeyes
Knuckeyes
Amity Staff
Amity Staff
Amity Staff
Amity Staff
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Amity Staff

Anna McLean	Amity Staff
Pauline McKenzie	Amity Staff
Johanne Goncalves	Amity Staff
Bernie Dwyer	Amity Staff
Harriet McKnight	Amity Staff
Sharon Greenoff	Amity Staff
Donna Hunter	Amity Staff
Brett Taylor	Amity Staff
Lucy Shannon	Amity Staff
Michael Massingham	Amity Staff
Kara Mills	Amity Staff
Rian Rombouts	Amity Staff
Karen O'Dwyer	Community Member

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

The Honourable Natasha Fyles	Minister for Health, Attorney General, Minister for Justice
The Honourable Dale Wakefield	Minister for Families
The Honourable Lauren Moss	Minister for Environment
The Honourable Gerry Wood	MLA
Honourable Justice Jenny Blokland	Past Board member
Richard Campion	
Merryn Coughlan	Charles Darwin University
Helen Egan	
Helen Haritos	Past Board member
Annette Mageean	Past Amity Staff
Kate Munro	Amity Staff
Elaine Nuske	Charles Darwin University
Vicki O'Halloran	Somerville Community Services Inc
Caitlin Perry	Darwin Community Legal Service Inc
Emma Schultz	Past Board member
Brendan Sharp	Community Benefit Fund
Paul Turner	Amity Staff

Item 2: Confirmation of previous Minutes

The Chief Executive Officer asked for confirmation of previous AGM minutes.

Moved: Brett Hagan

Seconded: Wendy Larn

Motion: Passed

Item 3: Reports

a) Chairperson's Report

Brett welcomed everyone to the AGM. Spoke to his report and Amity's achievement of 40 years. Personally thanked all past and present board members, staff and funding bodies.

Brett also spoke to the Treasurer's Report and moved it be accepted.

Moved: Brett Hagan

Seconded: Pip Sleigh

Motion: Passed

b) Agency Report

Public Officer/Chief Executive Officer's Report

Bernie Dwyer talked about some of Amity's 40 year history. Bernie spoke about alcohol, other drugs, gambling and associated mental health concerns remaining important issues in the NT. Amity is aware how the structural, political and social determinants of health play a fundamental role in mental and physical health outcomes, and is associated with alcohol, other drugs, gambling, and crime. Bernie acknowledged that over the years Amity has been led by a committed, informed and visionary board and staff. Bernie thanked all current and past board member for their leadership and good governance. Bernie stated that we are continuing to focus and deliver on the vision of supporting healthier habits and lifestyles for people and our community.

Item 4: Special Resolution - Change of the Constitution

The 2005 constitution required that the Annual General Meetings be held within 3 months after the end of the Association's financial year which can cause timeframe problems with audits and other requirements prior to the AGM.

The resolution put to the meeting is:

"The Association must hold Annual General Meetings within 5 months after the end of the Association's financial year."

Moved: Brett Hagan

Seconded: Pip Sleigh

Motion: Passed

Item 5: Election of the Management Committee

Board stepping down. The nominations for positions were:

Brett Hagan	Chairperson
Pip Sleigh	Vice Chairperson
Chris Potter	Secretary
Julie Beaumont	Treasurer
Crystal Triggs	Board Member
Karen O'Dwyer	Board Member

Item 6: Appointment of an Auditor

The Board decided that the selection of auditor for the new period be carried forward to the first meeting.

Item 7: Other Business

1. There was a media presentation by Dr. Marisa Fogerty from Australian National University. Dr. Fogarty talked about her relationship with Amity spanning over a decade and about her PhD work with people in remote Indigenous communities regarding card playing and commercial gambling at the Darwin casino. Marisa excitedly discussed the new project where ANU, Amity and Menzies School of Health research would partner in a health promotion pilot project. The aim of the project is to address negative impacts of gambling through the implementation of a health promotion framework to work with communities to develop and deliver gambling information, education and locally developed public

health campaigns. The project will be working with people living in Indigenous communities in a collaborative and consultative way to develop and build community capacity to address the impacts of gambling. It will also develop and implement a rigorous evaluative strategy to better understand the intended and unintended impacts of the health promotion framework to address gambling in the complex social and economic setting. The evaluation will engage both qualitative and quantitative methodology.

2. With the permission of people from each town community that the Indigenous Town Communities project works with, PhD student doing ethnographic photographic research, Nic Walton-Healey presented a short video of photographs he has taken that depict community life over the years he has been volunteering with Amity the challenges, the experiences and the hope of people.

3. Shiela from Bagot Community addressed the Meeting. Sheila acknowledged Traditional Owners, past and present, of Larrakia Nation. Sheila talked a little about her community of Bagot and its location in Ludmilla. She acknowledged and thanked Rob Lewis for his Welcome to Country. Sheila talked about her experience of working with people from Amity and said thank you to Amity for our work and a special acknowledgment of 'Aunty Sharon'. Shiela thanked the team from the project for "more than just the support with alcohol, drugs and gambling the support given to young ones works to help us find services and see other ways. Thank you for this work".

Meeting Closed: 6.35pm

Chairperson's Report

The board and staff have been very busy this year. Amity, once again, has produced a favourable financial outcome whilst still being able to maintain and improve the wide variety of quality services provided to the community. My thanks to our great team of professionals in achieving this outcome.

The Amity board and staff have worked hard over many months with an external consultant to finalise our strategic plan, which sets a clear pathway forward for Amity to follow in the years ahead.

We have also undertaken a board review and evaluation with an external consultant, which has reinforced our existing framework of good governance practices and resulted in us recommending some minor constitutional changes.

Further to this, and as has been our practice for many years, board members have continued to participate in ongoing corporate governance training to ensure we maintain strong corporate governance practices. We have for some time identified the need for continual board member renewal. As such, this year we have actively sourced and recruited new members who bring with them a wealth of community experience that will serve Amity well in the years to come.

Sadly, however, we also say farewell to two of our long-standing board this year, Julie Beaumont and Chris Potter. Julie has served on Amity's board for more than 10 years and I would like to take this opportunity to thank her for all her efforts over those years and the unquestionable excellent financial guidance she has provided. Chris leaves us after serving more than 5 years and his insight on gambling and wider community issues will be sorely missed.

I have mentioned for more than ten years that Amity has been trying to finalise a long-term lease on the buildings at 153 – 155 Stuart Hwy without success. I hope a favourable outcome will eventually be achieved, as we need surety to allow Amity to continue to grow and meet community needs.

As part of our board renewal process this will be my last year as Chair and I hope to continue to sit as a member and contribute where I can. I would like to thank my fellow board members, Bernie and our staff for all their efforts and support in helping Amity be a strong and resilient organisation.

Brett Hagan
Chairperson

Treasurer's Report

As Treasurer I am pleased to present Amity's Special Purpose Financial Report for the year ended 30 June 2017 prepared by auditors Susanne Lee & Associates. The net operating surplus for the financial year was \$32,274. This operating result was similar to previous years.

Grant income has increased by \$220K to \$2.4m and expenses have also increased by \$212K, largely as a result of the additional Self Exclusion rollout (one off) and Research Gambling projects taking shape. Whilst we saw the continuity of other existing programs and the commencement of the Additional Self Exclusion and Research Gambling projects, we also had the Red Flags project conclude.

The primary funding agencies for Amity programs were NTG Department of Justice (Gambling programs) and Department of Health (Counselling) and Commonwealth Department of Health (Indigenous Town Communities and Illicit Drugs projects). The latter projects will be transferred to the NT Primary Health Network (PHN) in future.

Although confirmation of funding continuation for the core counselling service funded through NTG Health for the new financial year has been received, delays have been experienced in negotiating the new agreement. Fortunately, Amity has sufficient reserves to meet contingencies such as late payment of grant funds, or while new agreements are negotiated to allow services and projects to continue in the interim.

We acknowledge continued corporate support from Inpex working with Amity on a youth mentoring project, and Viva Energy who will be working with us on a small youth scholarship activities project focusing on education, sport, art and culture in a number of Darwin and regional top end communities.

Amity continues to meet both its strategic directions and the objectives of the funding guidelines.

Bernie and the team, as always, have overcome the challenges that presented throughout the year and have again achieved an exemplary result.

I am pleased to provide this report and know that the organization is in a very stable financial position.

Julie Beaumont
Treasurer

Chief Executive Officer/ Public Officer's Report

Amity has maintained its service delivery throughout the year and has developed a new joint project with the Council for Aboriginal Alcohol Programs (CAAPS). The new project allows a combined service to be delivered at new offices in Coolalinga. The project has received funding from the NT Primary Health Network through Federal Government funding for methamphetamine and other drug interventions. CAAPS has been a collaborative and professional partner with a willingness to be open and transparent when developing the joint submission and throughout the implementation of the service. We anticipated that there would be some teething issues between management and staff and had discussions on how both organisations could deal with them. I believe the collaborative, professional and openness throughout the project development and implementation are why there have been no major issues. Well done to all involved.

Amity continues to focus on its core business of providing a range of evidence-informed professional services and programs that support people's choice of healthier habits and lifestyles. Our gambling services provide face-to-face counselling, phone counselling and through Amity we provide the 24 hour gambling help telephone service. The multi venue self-exclusion project is continuing as is the Amity pilot public health gambling awareness project being developed with three aboriginal communities in the Territory and in a research partnership with Australian National University and Menzies School of Health Research. Also the red flags health promotion project has been completed this financial year with wide dissemination across the NT. I would like to acknowledge and thank the NT Government's Attorney General Department for their ongoing funding and support for the gambling education, intervention and harm minimisation work we undertake.

Alcohol and other drug counselling, information and education service remains the program most identified with Amity. It has its roots in the original services initiated forty years ago and directed at reducing harms associated with alcohol and other drugs. Alcohol is the primary drug issue of people accessing this service with methamphetamine as the second most identified problematic drug for people in our service followed by people indicating concerns with cannabis. Alcohol and other drug use continues to have major negative impacts on the Territory community's wellbeing and finances. This year Amity provided a submission to the Northern Territory's Alcohol Policies and Legislation Review. We hope the review will provide an overarching plan and evidence-informed direction and imperative to decrease the burden on the community.

The counselling team has been under greater demands this year due in part to staff taking long-service leave and the opening of an additional service. I acknowledge the staff efforts and flexibility in managing the workload and to Johanne Goncalves for taking on the role of acting program coordinator. Ongoing funding from NT Health is not finalised and a number of clauses will need to be further negotiated before Amity is in agreement with that contract.

The Commonwealth funded Illicit Drug Awareness, Counselling and Referral Project which aims to develop improved referral pathways, heighten community awareness of our services in relation to illicit drug including methamphetamine and support Amity's provision of counselling services has been undertaken again this year. During the year staff attended presentations, a variety of professional development activities and workshops relating to illicit drugs and evidence based treatment. Counsellors and the Illicit Drug Project Officer liaised with a diverse range of agencies and participated in health expos

with a focus on healthy habits and lifestyles. Data collected on client identified substance use and referral pathways is showing us that the health promotion activities and campaign undertaken by the illicit drug project is reaching its targeted group.

Town Communities Alcohol and Other Drugs project also funded through the Commonwealth Government continues work with three Aboriginal town communities. Harm reduction underpins a wide array of activities and strategies. These range from engagement and diversion at the community level for young people, community level education delivered in partnership with stakeholders, bush camps for families, men and women groups for establishing community led initiatives, influencing supply reduction at the retailer level, input into legislative reform and information sharing amongst stakeholders Territory wide. In addition, Amity workers provide advocacy, liaison and referral pathways for people across a diverse range of health and welfare services and organisations. A key requirement for increasing service capacity involves engagement in relevant networks to optimise understanding of emerging issues in volatile substance use, alcohol and other drugs, youth issues and community change as well as referral opportunities.

Inpex has again provided philanthropic funding to Amity this year. Amity has for a number of years, with the support of Inpex, worked on a mentoring program aimed at assisting some young people from local Aboriginal communities stay engaged in school and develop planning skills for their transition from school to work. Mentors encourage young people to achieve and prepare for possible opportunities and plan to address some of the challenges that employment can bring. Mentors on this project have a range of experiences and understanding of challenges and strategies to deal with them. Curriculum Vitae writing was identified by some young people and was on the agenda at a recent camp to Katherine. I take this opportunity to acknowledge and thank Inpex for their support and also to the mentors for their willingness to be genuine and share their experience and provide support for young people from these town communities.

I have continued to be president of NTCOSS and following the election and instillation of the new Government have had the opportunity to meet with and advocate on a number of issues effecting the Territory community, the broader NGO sector and Amity itself. A key election promise to the sector was a move to five-year funding agreements. We think this is a good idea as it allows for better planning of services, clarity of employment for staff and service predictability for our community. We haven't seen this reflected in our service agreements yet and remain hopeful that the political intention translates to contractual agreements. We look forward to and welcome evidence informed policy development from the Territory's new government. Amity is keen to provide information to the policy considerations through formal opportunities such as the Northern Territory's Alcohol Policies and Legislation Review as well as less formal discussions with Ministers and Government officials.

Over the year the board has undertaken and finalised some major pieces of governance work. Amity's 2016-2020 Strategic Plan was finalised and accepted by the board. The Board initiated and completed a board evaluation, participated in governance training as well as undertaking the ongoing role of governance and accountability for the organisation. We have welcomed new board members Dr. Bernard Westley and Andy Warton. Julie Beaumont, our Treasurer, is not standing for election this year. Julie has been a board member since 2006. We have greatly benefited from her cool, clear thinking and excellent understanding of the role of the board as well as her accounting background. Julie will be missed and we

thank her for her commitment over many years and wish well in her future. Chris Potter joined the board in 2013 and has been the secretary of the organisation for several years. Unlike many organisations the secretary of Amity has by tradition taken the board minutes. I would like to thank Chris for his support and guidance and wish him well in his move to Alice Springs. Brett Hagan, the Chairperson has been a long-time board member and we are grateful for his steady governance approach, his understanding of the role of the board and his support and commitment to the organisation. Brett informs us will be not standing for Chair this year but intends to stay on the board. As the Public Officer and as with past years I would like to acknowledge that Brett Hagan has a pecuniary interest in Insurance Risk Solutions the provider of Amity's cover. Due to the conflict of interest, Brett Hagan does not participate in the decision making on the purchase of Amity's insurance. Because of all board members Amity remains in a strong position with a clear vision and robust processes and accountability.

I would like to acknowledge and thank all Amity staff. None of the work we undertake could be achieved without their commitment, skills and knowledge. I am privileged to work with this group of professionals. A number of staff have been taking or are planning to take long service leave, including myself. While this always presents challenges to maintaining high quality services provision it indicates the depth of experience we have and people's commitment to the organisation and the work. I would especially like to thank Amity's Deputy EO Nicola Coalter. Nicola's commitment to evidence informed practice, her enthusiasm and ability to lead projects and her ongoing support of the organisation has helped Amity move in new and exciting areas.

Bernie Dwyer
CEO and Public Officer

Counselling Intervention Services

This year, Amity Community Services celebrated over 40 years of service to the people of Darwin, Palmerston and the wider community. Recognition of the counselling service is strongly reflected in the predominantly high numbers of people self-referring to Amity for counselling to address alcohol and/or other drug problems, for themselves or other people of concern.

The primary focus of the Amity Counselling Team is providing alcohol and other drugs counselling and education services in the Darwin area.

The past twelve months has seen changes in the counselling team, some changes planned and others the nature of circumstances. Paul Turner, a full time counsellor resigned after a four-month absence due to illness. Aislinn Hegarty was employed thus filling that full time position and a welcome addition to the counselling team. Paul has since been reemployed taking up a part time counselling position. Kylie Jericho and Melanie Schofield both work in part time counselling positions and are valued long term employees of the organisation. The Coordinator, Rian Rombouts commenced long service leave in May this year. In her absence Johanne Goncalves stepped up to the Acting Coordinator position. Johanne has also been involved in the setting up of the new pilot project, Strong Steps.

Strong Steps is an exciting new 12-month pilot project, a joint initiative of Amity Community Services and the Council of Aboriginal Alcohol Program Services (CAAPS). The office of Strong Steps is located in Coolalinga and is providing alcohol and other drugs counselling, information and a drop in centre for people who live in the Darwin Rural Area. In the past few weeks other services have begun making referrals and people are starting to drop in for information and counselling. The Strong Steps client base is now beginning to build. The counsellors are very excited about seeing the results of their promotional efforts so far.

The counselling team at Amity are supported by the organisation to attend training, workshops, conferences and any other relevant professional development activities. The benefits of these activities are reflected in upholding the core values of the organisation in maintaining:

- the quality of the service provided to the clients of the organisation;
- the ethical and other professional responsibilities required of employees of the organisation and their associated memberships;
- the organisation's professional reputation; and
- the organisation's commitment to providing a supportive working environment for all employees.

All counsellors hold professional memberships relevant to their specific disciplines and have relevant qualifications and many years of experience working in alcohol and other drugs services. Counsellors are required by the organisation to attend regular professional supervision sessions both individually and in peer group supervision sessions. Training needs are identified through observation of sessions and the utilisation of Session Rating Scales completed by clients. Client feedback surveys are also provided at the completion of treatment providing information to the organisation for continual improvement as well as client satisfaction information.

This year the counselling team has delivered in-house staff training to Amity staff and provided alcohol

and other drugs information and education sessions to the Salvation Army Drug and Alcohol Rehabilitation Services, Casuarina Senior College, Counsellors for the Royal Commission into Youth Detention Centres, Darwin High School, Marrara Christian College, Sanderson High School, Dripstone High School, Royal Darwin Hospital (RDH), Community Corrections, Max Employment, Alcohol and Drug Service at RDH, Wayback, Catholic Care, Territory Insurance Office and Relationships Australia.

Networking with other services provides opportunities for:

- capacity building;
- marketing the services of Amity; and
- strengthening and building relationships within the Darwin community beneficial to the clients of the service.

This year the counselling team attended Cowdy Ward Rounds meetings at Royal Darwin Hospital (RDH), Northern Territory Mental Health (NTMH) meetings at Carers NT, the YWCA Women of Worth (WOW), Department of Community Legal Services (DCLS), NT Legal Aid Commission (NTLAC).

Services invited to attend meetings at Amity this year were, The RDH Liver Clinic, NT Aids and Hepatitis Council (NTAHC), Northern Australian Aboriginal Justice Agency (NAAJA), NT Government, Department of Health, and Alcohol and Other Drugs Banned Drinkers Register.

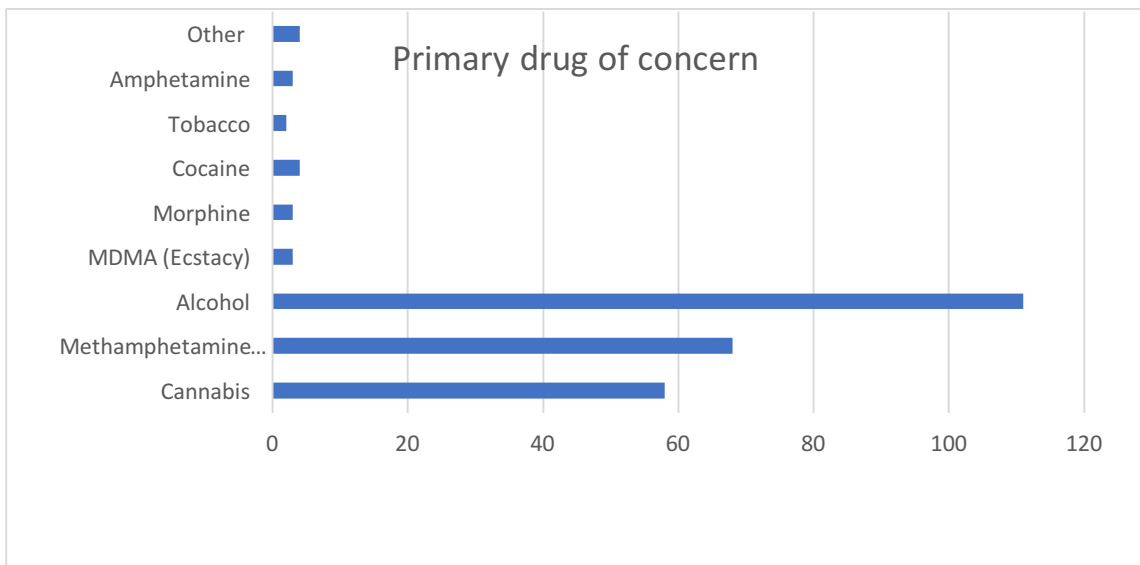
The counselling team maintains counselling support for the Lesbian, Gay, Bi-sexual, Transgender and Intersex (LGBTI) community. Kylie Jericho and Georgia Tranthem are our current Amity Champions for the Champions Project.

Ongoing client appointments are currently available on a two to three weekly basis and there is a two to three week wait for new client appointments. Data collected during this period show 280 new clients attending face to face counselling for alcohol and other drug issues with 67% being male and 33% female clients. Aboriginal, Aboriginal Torres Strait Islander and Torres Strait Islander people accounted for 25% of those attending face to face counselling with 75% identifying as non-Indigenous. Of interest 54% of clients self-referred and 44% identified that they heard about the counselling services either by word of mouth or through family and friends indicating the confidence the community has in the Amity counselling services. Alcohol remains the primary drug of concern with 43% of clients attending to address problem alcohol use. Meth/amphetamine use was reported by 28% of clients and crystal methamphetamine 'ice' identified as the main form used, with 1% reporting using other forms. Cannabis was identified by 23% of clients as the main form of drug use and 28% identified cannabis as their secondary drug of choice. Meth/amphetamine was identified as a secondary drug of choice by 10% of clients with 24% identifying alcohol and 20% indicating tobacco as the substance of concern.

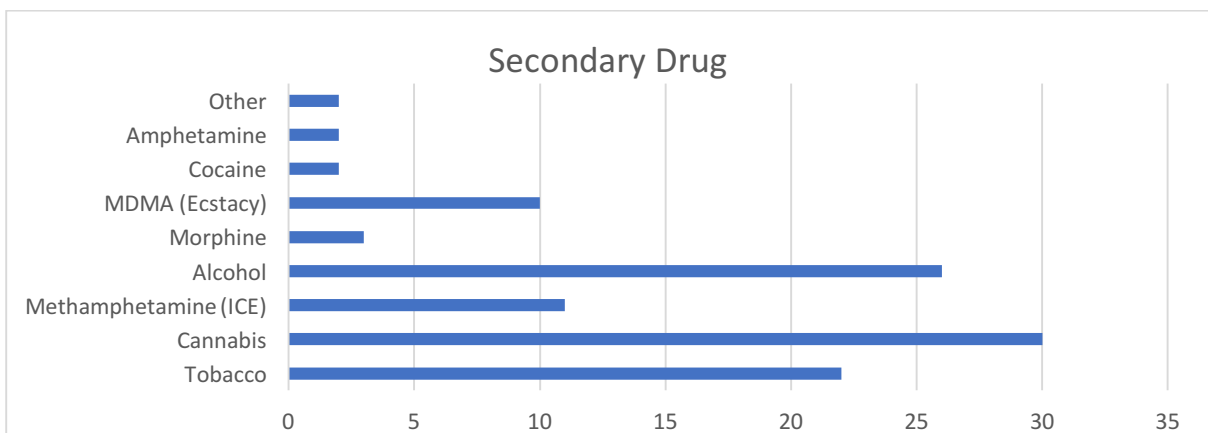
The 2016 National Drug Strategy Household Survey recently released in September 2017, reported that the Northern Territory has the highest rates of daily smoking, risky alcohol consumption and recent illicit drug use in Australia. This clearly flags the necessity for the provision of alcohol and other drug information, education and treatment services that are vital to reducing the harms associated with the identified patterns of high risk use of substances in the Northern Territory.

Counselling Intervention Services Client Data
30th June 2016 to 30th June 2017

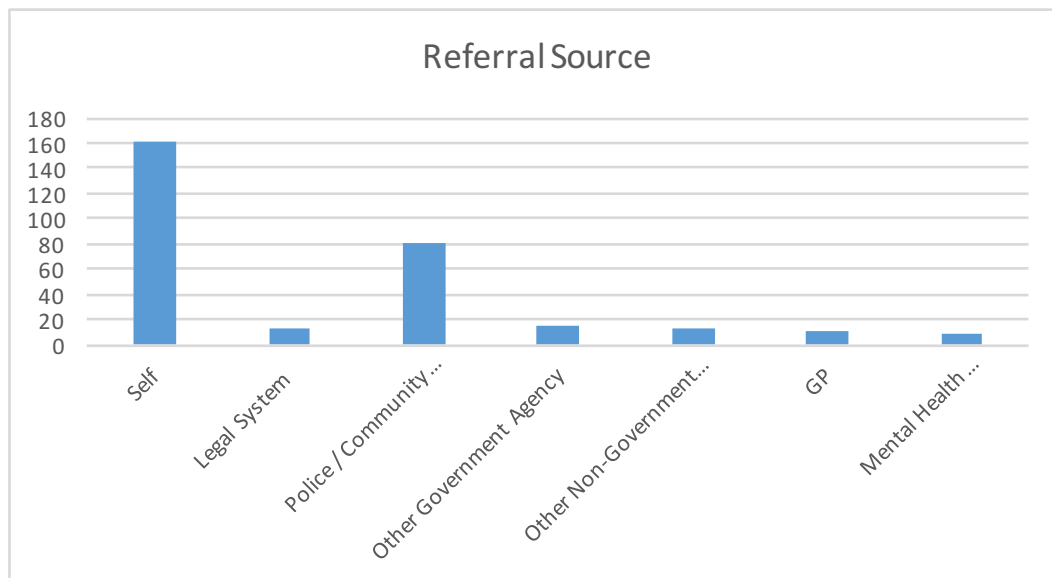
Of clients reporting their primary drug of concern- alcohol, methamphetamine and cannabis rated the highest used substances in that order.



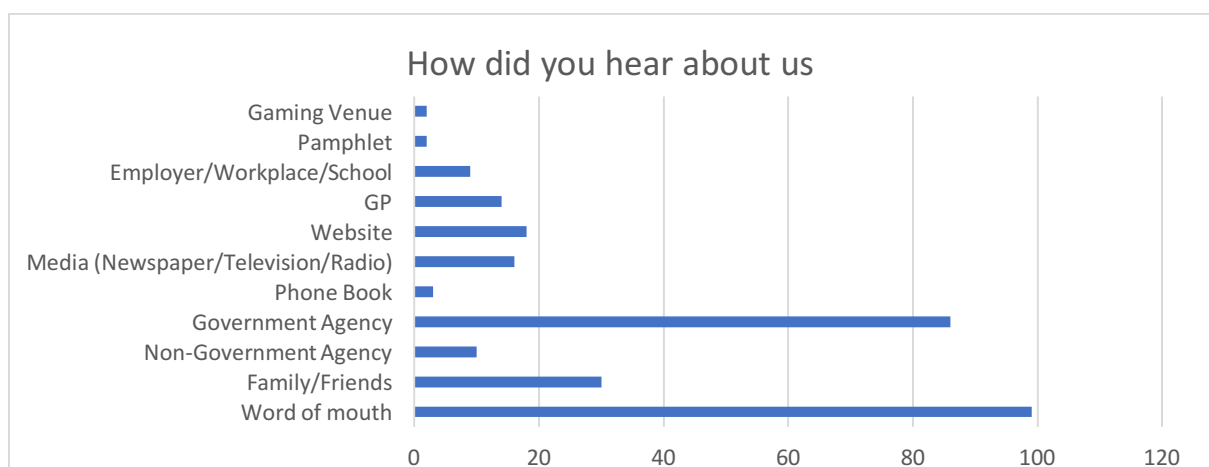
Of 108 clients reporting their secondary drug of choice, cannabis was the most used substance followed by alcohol and tobacco. Methamphetamine was identified by 10% of these clients.



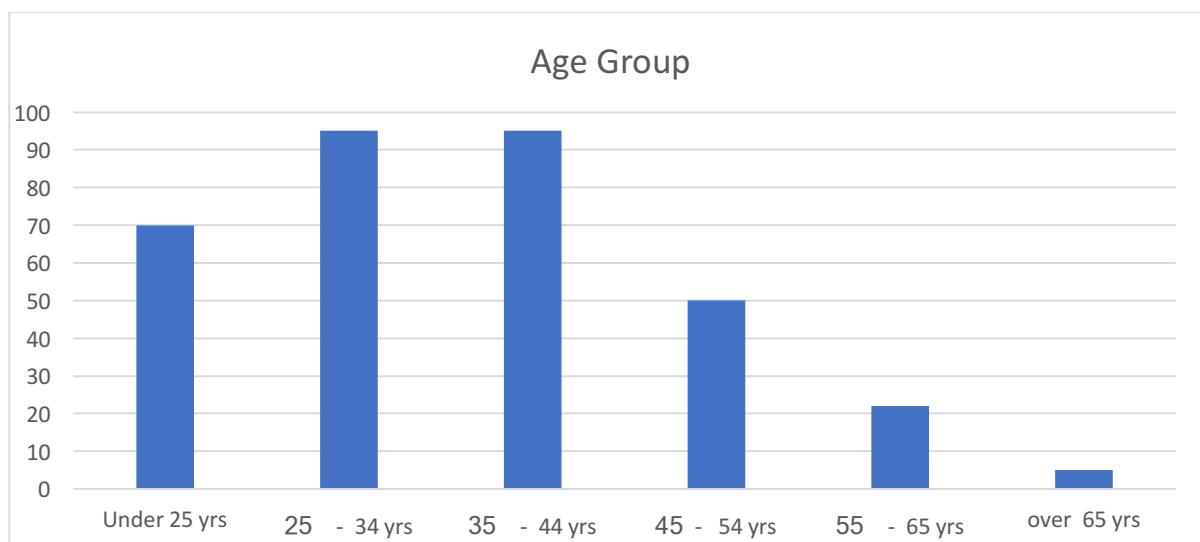
55% of clients self-referred indicating community awareness and confidence in the Amity counselling services.



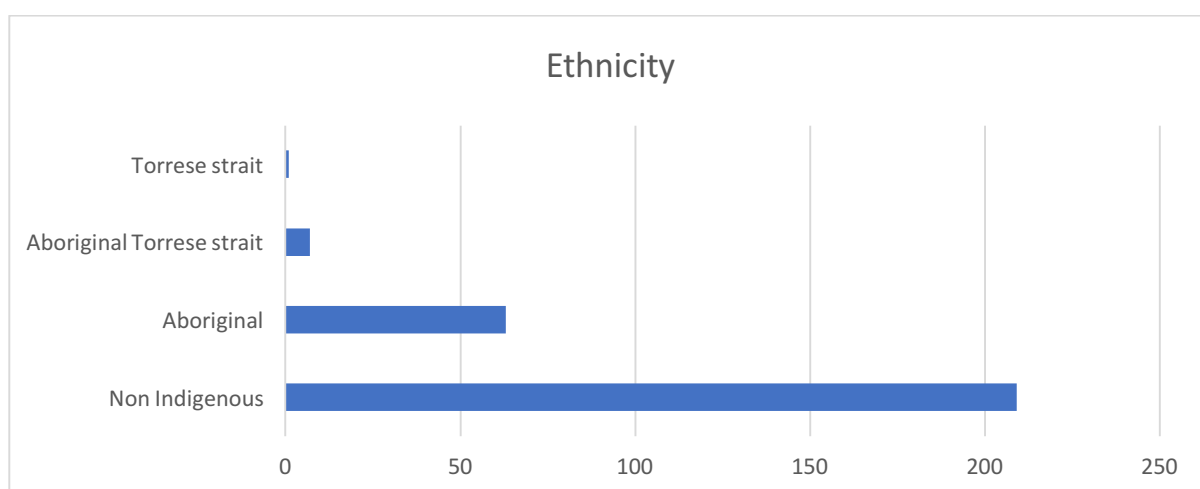
Word of Mouth and Family and Friends combined indicate that Amity referrals are made by reputation within the community and that Amity also has a good reputation among the government and non-government agencies.



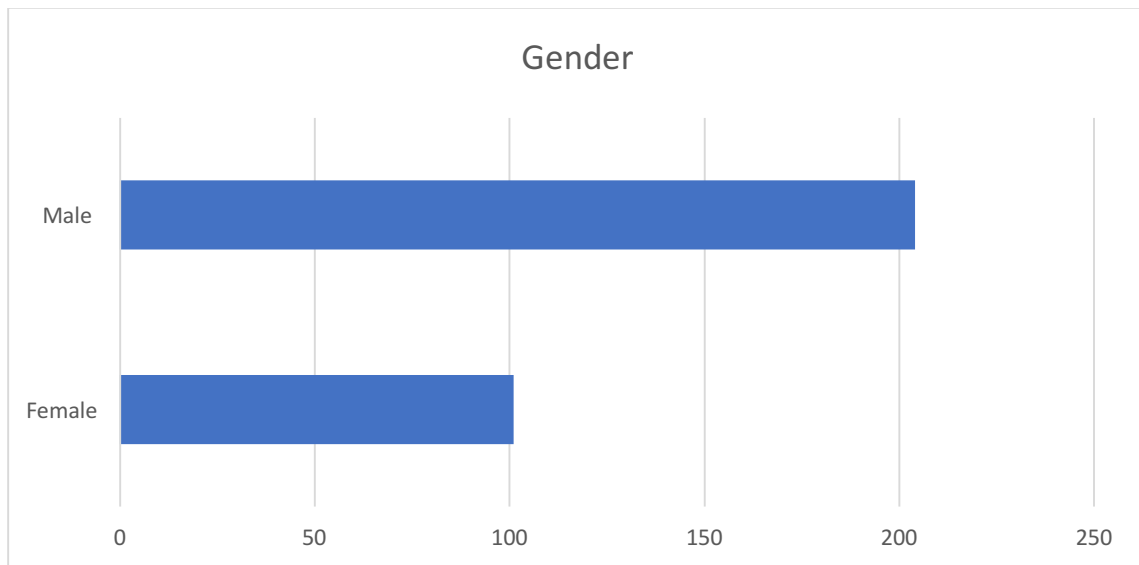
The predominant age group of clients attending the counselling services were between 25 years and 44 years of age. The under 25 years group was the second highest group.



Australian Indigenous clients account for 25% of those attending counselling and 75% were non-Australian Indigenous.



There were more male clients presenting for counselling making up 67%, with the remaining 33% identifying as female.



We acknowledge the Territory Government's Departments of Health and Business, and the Federal Department of Health for their ongoing support which enables Amity to deliver important professional services to people and concerned others regarding alcohol, drugs, gambling and associated mental health concerns.

Johanne Goncalves

Acting Coordinator – Counselling, Information and Education Services

Illicit Drug Counselling & Referral Project

The service continues to offer a well utilised, comprehensive alcohol and other drug treatment service which meets the diverse needs of Darwin city, Northern suburbs, Palmerston and extended regional areas. Accumulated annual data confirms that attendance by Indigenous clients is growing while the percentage of clients reporting methamphetamine as their main drug of concern has also increased, reflecting serious shifts in the availability of illicit drugs in the Darwin region.

Amity's approach implements not only treatment and support services but also a broad ranging, public health and harm minimisation strategy that maintains and utilises partnerships to provide key health related messaging, education and referral pathways.

These networks span across youth, Indigenous health, mental health, sexual health, welfare and sport and recreation sectors including: Anglicare, Asthma Foundation NT, Royal Darwin Hospital, Cancer Council, Carers NT, Catholic Care, NT Community Legal Services, Danila Dilba Indigenous Health Service, Donate Life, Family Planning NT, Headspace, Life Be In It, Menzies School of Health Research, Mission Australia, NT AIDS & Hepatitis Council, Ruby Gaea, Royal Life Saving Association, Sexual Health referral team, Shak Youth Activity Centre, St Johns ambulance and YWCA.

Important partnerships have been developed with local General Practice services and these are maintained via regular visits to provide resources including brochures and other educational materials and referral templates to Amity services.

A considerable percentage of referrals to the service are made by NT Corrections as part of rehabilitation of people who have offended and those involved in correctional and judicial services.

The project has received consistent, positive feedback for its ongoing development of a range of striking posters and brochures which highlight drug related issues for workers and others who maintain a high level of functioning but harbour concerns for their drug usage and have a desire for change. These media are displayed on bus sides, the toilet doors of Darwin Airport and Charles Darwin University.

Congruent with a public health focus on healthy lifestyles, harm minimisation and prevention, the project has routinely maintained a presence at community events, school expos and a range of public forums.

Population turnover is an enduring feature of the Northern Territory and with the winding down of the Inpex oil and gas development, Darwin has experienced a measurable population decline which has knock on effects on partners and families. This turnover creates gaps in services and/or services with replacement personnel who require time to become familiar with the local context. Consequently there has been an ongoing need to build new relationships with different services and personnel. Rebuilding these gaps in our network requires ongoing monitoring and resource allocation.

As a response to this problem, Amity provides key information on USB devices including an electronic copy of Amity's referral template, links to useful information and to our website. While this does not substitute for the need to develop effective working relationships with new staff in key stakeholder organisations, it allows us to quickly bring personnel up to speed with information that might otherwise require a secure

logon to our website, such as referral procedures.

The service remains committed to meeting its quality control requirements through a range of strategies.

- Providing the experience, professional and personal development opportunities needed to maintain professional registration with AHPRA.
- Building capacity across the service by expanding skill sets through professional development. This increases the service's resilience in the face of staff turnover and enhances quality outcomes through a greater choice of therapeutic approaches.
- Evidencing care for counsellors through supervision arrangements with independent, qualified and registered professionals in partnered agencies.

The service enhances capacity and quality through its implementation of data capture and management systems quite independent of those required by NMDS. These systems provide key data about our clients which are regularly analysed by an independent statistical consultant and provided in formal reports to management and are reported on in the Counselling Services Report of this Annual Report.

This review process helps management to remain informed of trends and developments and to both pre-empt emerging issues, optimise service delivery and allocate resources accordingly.

This year, the service has actively explored the role of the Session Rating Scale and Outcome Rating Scale as outcome tracking tools for counsellors and clients and there is increased understanding of the service delivery, administrative and technical issues involved in implementing these widely adopted instruments. The next steps in adoption will review their role within a broader reform of data capture and information management across the organisation.

Amity Community Services Inc. - as a constellation of publicly funded services - remains highly committed to excellence and accountability in its administrative and management processes. Capacity and capability rests to a large extent upon accuracy of information and information handling while maintaining privacy and confidentiality. Amity's quality control systems continue to meet national, audited standards of compliance and integrity.

Quality and capacity also rely heavily on the capability to deliver appropriate services and Amity remains committed to the development of staff via cultural awareness training undertaken by all staff.

This year has seen a reduction in the number of counsellors employed by the service and there is an ongoing need to recruit increased numbers of experienced counsellors with greater availability. Filling this capability gap is a serious challenge in the Darwin employment context where population numbers are falling and the availability of skilled professionals is in decline.

As a counter strategy the service is internally developing staff to meet this capability need, however there is an obvious lag in the process. Consequently, recruitment of appropriate, qualified personnel remains an ongoing priority.

Amity's statistical analyses of its internally captured service and client data shows that our therapeutic activities closely match the demographic profile of the Darwin and greater Darwin region. This suggests that service uptake is not biased to the extent that certain groups or subpopulations are under or over represented as clients. This is particularly true of Indigenous people where the percentage of Indigenous clients has been growing over several years and is approaching the recognised NT population proportion. Amity caters to the different needs of the community by maintaining flexibility in service access including options for both telephone and after hours counselling (Monday evenings) and mailed out information and self help strategies for clients who may be unwilling or unable to attend face-to-face sessions.

Further evidence that Amity's services meet community needs can be found in its referral data. Although the bulk of clients are self referred, their demographics match the profile of the NT community quite closely. Furthermore, non-self referrals arise from a range of GPs, welfare organisations and judicial/ corrections agencies as well as families and friends.

To encourage and support referrals Amity provided training relating to Methamphetamine - The Myths and Misconceptions four sessions have been completed with seventy two participants attending by workers in the AOD sector as well as to frontline worker from Dawn House, members of the Australian Psychological Society and Domestic Violence workers.

Amity has developed and maintains deep partnerships with a wide range of services and stakeholders in the mental health and welfare sector.

Mental health issues are addressed via coordination with a range of partners including weekly ward rounds at Cowdy Mental Health Services, regular liaison meetings with Tamarind Centre community Mental Health, the NT Aids Hepatitis Council , Community Corrections, Northern Territory Legal Aid Commission and Dawn House Domestic and Family Violence Service.

Amity has also participated in training of members of the Australian Psychological Society to deliver appropriate service delivery, treatment and referral options for people experiencing problems in relation to illicit drugs including methamphetamine.

Amity has worked with Ozhelp and unions in regard to fly-in-fly out workers who can be at risk of social and family isolation and illicit drug use because of the work requirement and environment.

The illicit drug project has been active in service provision, professional development, referral pathway development and interagency liaison, community education as well as improving and maintaining service quality and standards within the organisation.

Bernie Dwyer
CEO

Indigenous Town Communities Project

Introduction

The project builds on previous work in addressing harms associated with the misuse of Alcohol and other drugs in the Darwin/Palmerston region. The present project includes community development work to address substance misuse in nominated Aboriginal Town Communities in Darwin as well as transfer of volatile substance information across the Northern Territory.

The goal of the project is to apply strategies to reduce harms associated with inhalants, alcohol and other drugs in nominated Aboriginal Communities in Darwin/Palmerston region. The Project does this within the context of developing respectful working relationships with people and communities and by:

1. Developing prevention, protection and intervention strategies
2. Addressing co-morbidity in communities
3. Continuous evaluation and quality improvement of project delivery and outcomes.

Amity continues work with people and communities to identify and implement strategies to raise awareness of harms and risks associated with, and use of volatile substances. People and families living in the communities the project works with continue to face experiences of poor and overcrowded housing, disengagement in education, low employment opportunities and poorer health outcomes. Alcohol, tobacco and other drug use are cyclic and linked with ongoing health and social harms.

Regular workshops that aim to raise awareness and develop practical strategies for people to reduce harms relating to inhalants, alcohol and other drugs are facilitated in collaboration with community and other service providers. Workshops are customised to cultural and learning needs and styles of each group.

During the previous 12 months the project has expanded its diversionary activities to community driven initiatives such as cultural camps and activities that encourage engagement with other organisations, employment, sport, arts and cultural pursuits. This represents a natural evolution of the project as it meets changing needs from its communities, emphasising a broader array of positive engagement and diversion from substance use as well as fostering wider community links with individual and family goals, community and behavioural norms.

Camp programs have provided families and individuals with reprieve from the pressures of community living and have helped people explore and develop options for dealing with issues that affect them including violence, substance use, parenting, grief, employment and housing.

Funding

In early 2017, the Commonwealth Department of Health provided confirmation that funding for the Indigenous Town Communities Project would continue at the same dollar amount through the Primary HealthCare Network (PHN) for a two-year period beginning July 2017.

Outcomes

The relationship with Northern Territory Alcohol and Other Drugs team in the Department of Health remains strong, as evidenced by jointly organised and delivered volatile substance workshops and

ongoing collaborative visits with retailers. The project is comprehensively networked with volatile substance related stakeholders and remains active in the delivery of information and education to retailers and contractors on supply and demand issues. The volatile substance advisory network established in 2014 continues to meet quarterly as a Northern Territory wide group addressing specific issues relating to volatile substances and to encourage greater collaboration and information sharing. This network, which includes representatives from the Northern Territory Government, has recently focused on issues associated with the Avgas and the roll out of low aromatic fuel.

Brief interventions occur across a range of issues including housing, income support, custody issues, driver licensing, after school support and judicial issues. While the Project continues to provide brief interventions at the individual and family level, it is increasingly facilitating personal change at the level of families with the long term objective of supporting the development of more independent communities. In this context, workers remain sensitive for signs of readiness for change and provide support as needed to make changes sustainable.

The project continues to have a focus on supporting change-ready families utilise the planned activities of the women, men and youth programs.

The women's program has an emphasis on raising awareness around family violence and providing education as a crucial component within this approach. These strategies collectively support harm minimisation by engaging with women in positive, future-oriented activities that supplement alcohol and other drug community education and strong family activities.



The youth program has expanded into a wider array of sports, music and creative/cultural activities away from communities. An example of this was the support Amity contributed to the Couch Surfing project as organised by the Darwin City council this year. Amity assisted the involvement of several young people in this event which focused planning, constructing and racing a couch that highlight the issue of and the need to prevent homelessness.

In addition, the continuation of scholarships by Amity has provided some families with a more child-centric orientation. In this way we hope to address current issues being experienced by some young people and help them avoid disengagement from school and further develop healthy activities and interests and patterns of behaviour.



Ten (10) scholarships have been awarded to young people who have met the requirements in terms of planning, commitment and school attendance.

Amity Community Services has been supported by INPEX Ichthys LNG Project to deliver a mentoring project titled 'Supporting Positive Role Models'. This project sees Aboriginal and Torres Strait Islander mentors discussing their stories, culture and career experiences with Indigenous young people. The mentors are Aboriginal and Torres Strait Islander INPEX workers. An important aspect of this project is to present to young people a realistic picture of what it means to achieve career objectives, including experiences both challenging and rewarding along the way.

Photographic and video style documentation has been produced and made available to young people as a resource. The project is providing an opportunity for Aboriginal and Torres Strait Islander young people to develop life skills, healthy habits and self-confidence.

This was highlighted by the recent Nitmiluk camp where mentors, young people and project staff participated in a three-day program involving exploration of career options. Young people reported very positive feedback following the camp with two of the participants completing resumes and individual plans to seek part-time work.



The men's program continues to offer active engagement as a tool in facilitating alcohol and other drug harm minimisation strategies. Amity's project officer partners with other service providers in engage with men through programs that raise awareness about such things as healthy habits, relationships and money management.



Two of the four workers in this project are Indigenous with both the other non-Indigenous workers having extensive experience working with Indigenous people and communities. The project's ongoing data collection and review practice is highly consistent with an action-research methodology.

The project's website provides a comprehensive outline of the project as well as publicly available resources, including reports, links to other resources such as relevant legislation, contact information, and downloadable brochures. Review and updating of website materials has occurred over the year.

Conclusion

The communities in which we work are constantly challenged by social and structural determinants of health resulting in people experiencing significant issues relating to drugs, alcohol and mental health. Strong working relationships with organisations in the sector has assisted in addressing some of the impacts of the social determinants to health. This is dependent on maintaining good relationships with community and further developing men, women and youth programs with a strong commitment to harm reduction and improved health outcomes.



Sharon with women from one community attending a family violence conference in Canberra and meeting with the Prime Minister Malcolm Turnbull

Michael Massingham
Coordinator
Indigenous Town Communities Project

Gambling Services & Projects

Gambling Services and Projects

Woven through the social and cultural fabric of the Northern Territory is a history of regulated and unregulated gambling activities. The past year has continued to see an expansion of gambling advertising, gambling availability and the growth of sports betting and online gambling. Amity's gambling harm minimisation and education program continues to be the primary deliverer of a diverse range of gambling intervention, protection and prevention services across the Northern Territory. We continue to provide face-to-face and telephone assessments, counselling, education and information services for people experiencing harms from their own or another's gambling behaviour, assistance and support for people choosing self-exclusion, the provision of service for the 24-hour Gambling Helpline and brokerage of counselling services in Alice Springs. The gambling project also provides a diverse range of information and education sessions for people, other organisations and services and the broader Territory community as well as staff training at gambling venues and we continue to maintain up-to-date and relevant information on gambling, self-help, treatment options and referral pathways on our website.

With the ongoing development and growth of gambling activities and availability we have continued to advocate for evidence-informed policy which acknowledges risk and harm, social impact, and detriment to other businesses rather than just the lens of the economy, employment and entertainment. Our knowledge and experience has shown us that a systems approach offers the opportunity for collaboration of key stakeholders in working to reduce risks and harms linked with gambling. We strive to maintain this approach with diverse people, groups and the wider community of for-purpose organisations, all levels of governments and industry and associated bodies. Amity acknowledges the diverse agendas and conflicts of interest when working with this approach. We maintain a clear objective of identifying where there is commonality of agenda to foster strategic alliances while developing initiatives aimed at reducing the risk and harm in relation to gambling. This year we were invited by Clubs SA to deliver Amity's industry training packages to their trainers and Clubs NSW provided access to their self-exclusion site so we could learn more about multi-venue and online self-exclusion. This work has further demonstrated that strategic working alliances are useful.

Services

Amity's counselling services, brokerage of counselling provision and 24-hour helpline service provided therapeutic interventions for 116 new clients over the past year. Data collected for our counselling service showed that the majority of people indicated they were self-referred and 89% of new clients indicated they were the person with the problematic behaviour and 11% indicating they were a concerned other. Predominately people accessing face-to-face counselling were from Darwin or Palmerston (85%), were employed either full or part-time (68%), had completed a trade or higher education (63%), indicated 'non-Indigenous' (78%) and 78% indicated their gender as 'male'. Eighty-five percent of people accessing our counselling service indicated 'pokies' were their primary area of concern with 15% of people indicating 'sports betting - online' as their primary concern.

Of the people calling the 24-hour helpline 65% were from the Darwin area, 13% from Alice Springs and the remaining calls were received from the East Arnhem region, Katherine and Tennant Creek. Again this year we see that people calling the 24-hour helpline predominately are male (about 60%) and indicate the consequences of their gambling are financial issues, relationships problems and breakdown, mental health concerns and legal issues.

Amity's brokering of services by Holyoake provides for wider access to gambling information and counselling for people in and around Alice Springs. This service data shows that 100% of people accessing counselling indicated 'pokies' as their area of concern and show that the most frequent place for their gambling was 'casino' (71%), clubs and pubs (21%) and also 'pokies- online'. Over 60% of people accessing this service were male, 64% indicated 'non-Indigenous' and 85% of people indicating 'self' as their referral source.

The main gambling project continues to deliver face-to-face skills based training to industry employees throughout the Territory, lead Responsible Gambling Awareness, provide information and education sessions and workshops to other health and social services, engage with young people during school health expos and develop and disseminate a broad range of health promotion information and materials. We facilitated training in 'Engaging with Customers: Recognising and Responding to Red Flags' and 'Supporting Self-Exclusion' with 25 gambling businesses/venues and 83 participants across the Territory. We provided information sessions, capacity building workshops and presentations to a diverse range of professionals working in health, financial and social services, government and private practices across the Territory and travelled extensively throughout the month of August to promote Responsible Gamble Awareness Month 2017.

Key messages were tested, measured against Amity's ethical framework for messaging/social marketing and new images were developed for this campaign:



The team facilitated an Amity health promotion and training information stall at this year's AHA Industry Trade Show. At this event the main interactions with industry was regarding training and health promotion messaging and materials. The AHA provided this feedback: "The Trade Show could not take place without the involvement of our exhibitors and we would particularly like to acknowledge the efforts of Amity and staff, who went to great effort and expense to make it a very successful trade show".

We also explored a key piece of research by Turning Point, Auckland University and Southern Cross University regarding strategies people find useful when changing their gambling behaviour. The small project aimed to develop images and identify practical steps people could try when working on change with the intention to visually represent key strategies for self-help. The 'Strategy Icons' were then developed into business card size health promotion and disseminated throughout health and social services, in gambling venues and businesses, in other public places and published on Amity's website. These strategies icons are:



Multi-venue Self-exclusion

We continue to review and collate national and international research and practice for self-exclusion. Responsible gambling extends beyond the individual to gambling products and spaces, providers and policy influencers and makers. Self-exclusion is a strategy underpinned by harm-minimisation and undermined by the opportunity to gamble at different venues, with different operators, on different products and in different locations where a single venue approach is in place. Our decades of experience in working with venues across the Territory and with people wishing to self-exclude has shown us there is opportunity for improvement in this important harm reduction initiative.

The aims of the project are to strengthen self-exclusion in land-based venues with electronic gaming machines to align with best practice models of multi-venue options for a quick and simple, flexible strategy that has a centralised database managed by a single entity. The project will also develop and disseminate a public health campaign for self-exclusion and work to evaluate our process.

This year Amity's Multi-venue Self-exclusion project further developed the platform and interface for the multi-venue self-exclusion site. A pilot test for hardware/software started in February. The pilot location was in Katherine and chosen because venue managers showed enthusiasm in being part of it, it was an accessible location from Darwin and it has a small number of venues with electronic gaming machines. Feedback from this pilot further informed the project. Through the Katherine experience, we have learnt that face-to-face contact and relationships are critical for the achievement of this project. Since the hardware/software pilot, the project officer has travelled to all regions of the Territory for relationship building as we move ahead with the planned roll out Territory wide.

An online multi-venue self-exclusion system in the Territory will allow people choosing to self-exclude to do so simultaneously and easily from multiple venues or regions. All venues will initially be provided with a standard laptop supplied by Amity, securely lockdown for access to only the NTGamex site and access to the site will be through their static IP address. The IP address is important as it is the unique identifier giving access to the site. The laptop will have an in-built camera to capture photographs of the applicant. Resources and information on multi-venue self-exclusion have been developed and are being delivered

as the full roll out proceeds across the Territory. A network of entities have worked behind the scenes on this project, which includes Area 9 IT Services who are responsible for server availability, performance, maintenance, security, and data integrity. AltBat is contracted to implement the web interface, enrolment data capture and to facilitate data reporting and Morrison Associate Pty Ltd as the external evaluators on the project. Transitioning from a concurrent paper based system and meeting usability standards, broad ease of use and eliminating the potential for misuse have been features in the implementation. As we look forward for the next year, we plan to have multi-venue self-exclusion Territory wide and be in the process evaluation from industry users and people engaging with multi-venue self-exclusion.

Red Flags: A Public Health Campaign

Red Flags: A Public Health Campaign project was a collaboration with italk studios and was funded to develop a Northern Territory wide public health campaign. This project has developed **Red Flags** short animations, targeting behaviour that extensive research has shown is likely to be associated with problem gambling for example, duration of play – gambling too long, borrowing to gamble, gambling on many forms and out of control and isolation because of gambling.

Public health interventions are heavily reliant on educational strategies to raise awareness and equally, public health campaigns that implement non judgmental, behaviour based messaging to trigger help seeking behaviour have been demonstrated to be core components of broader harm minimisation strategies that utilise various forms of media, social activities and other strategies. Additionally engaging with personal feelings and experiences rather than just presenting information (facts) has been shown to be useful for message retention.

Social marketing is a new area of study and work – it takes skills and talents learnt in business marketing – where the drive is to consume, more and faster – and uses that knowledge, skills, attitude-value to transition to socially driven public health campaigns. Data is key in the process and focus groups are pivotal. **Red Flags:** A Public Health Campaign project has utilised Amity's extensive knowledge of public health and engaged with social marketing principles in its development. **Red Flags** had a wide and varied distribution and disseminated through social and traditional media platforms to work to maximise the potential number of people the campaign could reach.

Gambling out of control?



Gambling too long?



Feeling isolated?



Borrowing to gamble?



NT Gambling Project



Australian
National
University



Amity
Community Services Inc

In 2016, the Northern Territory Government funded a joint project with Amity the Australian National University and Menzies School of Health Research to conduct the 'NT Gambling Project'. This project is designed to address the negative impacts of gambling through the implementation of a health promotion framework to work collaboratively with people and communities in the development and implementation of gambling education and locally designed public health campaign with remote communities in the Northern Territory. A rigorous evaluation strategy has been built into the project to evaluate both the implementation and outcomes.

The first year of the project has focused on engaging three pilot communities, designing of health promotion activities and the design and implementation of the evaluation framework. In line with the project aims: a substantial community engagement strategy was employed with the intention that communities would approach us wanting to participate. Three communities approached us Wurrumiyanga (Tiwi Islands), Willowra and Ti Tree (Central Desert region) wanting to participate; all relevant ethical approval processes (ANU, Top End Ethics and Central Ethics) have been completed; land council entry permits have been approved (through CLC and Tiwi Land Council); the project team has worked hard to engage with local governance processes to engage community support for the project (a couple of examples have been Local Authority meetings or Skin Group leader's meetings); Two 'Priority Setting Workshops' have been held in Darwin and Alice Springs, designed to engage a broad range of government agencies and service providers in the NT to understand how gambling impacts on their core business and where the gaps in evidence exist; a project Advisory Committee was established and a meeting was held in Darwin (April 2017) – engaging academic expertise in the field of gambling and evaluation research, as well as Indigenous expertise to ensure that the project is constructed on 'best-practice' principles; the project has employed three people on an ongoing basis (two people through ANU and one person through Amity) all based in the NT. The project team has worked hard to engage local CDP providers and employed six Indigenous people as short-term fieldwork assistants. Two Indigenous research assistants have also been employed at points to contribute to the fieldwork data collection; An extensive literature review is underway and expected to be completed by the end of this year; a large range of program documentation has been developed, including an Evaluation Framework, a Program Logic, interview guides, Community Gambling and Wellbeing Survey; and in the field of gambling research and service delivery this project is receiving broad national and international attention as it is the first substantial investment in developing and evaluating a program designed to address gambling harm in Indigenous communities.

Looking Forward

We recognise, that like other lifestyle behaviours, gambling is influenced by individual, social, cultural and historical norms and factors with costs and benefits related to the products, places and people. With the

changing landscape of media and advertising, gambling being embedded into sports, unregulated card games continuing and expansion and constant development of the nature and design of electronic gaming machines the gambling environment continues to provide us challenges in keeping up with technology, social media platforms, product type and nature and stakeholders in industry, government and the broader society. We hope to continue to build and participate in the development of evidence informed practice and policy and maintain strategic relationships that enable us to work efficiently and effectively to reduce harms from gambling for Territorians.

Amity acknowledges the Department of Attorney-General and Justice for its support both financial and through their staff in contract management in enabling delivery of the outcomes of these projects.

Nicola Coalter
Deputy Executive Officer
Coordinator of Gambling Services and Projects

Corporate Services

New Structure

Amity undertook a review of the organisation's administration services and structure early in the financial year exploring current and future operational requirements. This review highlighted opportunities for improvement in the way we provide internal quality, finance and administration support. A Corporate Services team was created with a corresponding new coordinator position, commencing in November 2016. The team of four is tasked with responsibility of reception & administration, cleaning, IT & systems, facilities management, finance & procurement, HR/payroll, and the quality management system.

This team has an internal focus to the organisation. The aim is to provide finance, administration, systems and quality management system services in a consistent and timely manner that enables other teams to get on with their service delivery focus.

The new structure has diverted some of the day-to-day administration responsibilities away from the CEO. The full time coordinator position also replaced the previous part time finance and administration officer position thus providing greater access to these services.

Process Improvements

With the implementation of the new structure, some changes were implemented to improve existing processes such as:

- payroll processing closer to end of the pay cycle, resulting in fewer adjustments;
- displaying leave balances on payslips;
- emailing of payslips;
- emailing of remittance advices to suppliers;
- decentralising approval processes – coordinators signing off on timesheets, leave forms and other administrative processes; and
- updating procurement/purchasing procedures.

These changes have been well received by Amity staff.

Information Technology

A focus for Amity's Corporate Services team in 2017 has been a review of its information communication and technology requirements. This was initially necessitated by Amity having to make a decision on data storage (i.e. local server vs cloud solution), however led to a comprehensive high level ICT audit being conducted by an external consultant. Funding assistance for the audit was provided from the NTG Business Growth Program. The resulting report contained a number of high, medium and low priority recommendations, some of which included; migration of emails to cloud (office 365) - completed May, upgrading hardware and software to maintain a standard operating environment – in progress, development and implementation of an ICT refreshment policy -3 year rolling cycle, 8 workstations per year - first phase completed; upgrading network switches, and training for staff to facilitate the ICT change process.

Other considerations for the near future include upgrading phone system to NBN/VOIP compatible system (as the decommissioning of existing copper network is expected by 2022 for ISDN services), electronic

client information management system, improvements to our database and migrating current server to the cloud.

Quality Management

We continue to commit resources to maintain and further develop our quality management systems and achieve ongoing ISO 9001 certification. This is a continual process throughout the organisation. The quality management system work requires ongoing review, reporting and building of internal capacity across the agency.

From auditing processes we have demonstrated consistent improvement in managing governance, operational, finance, resource and risk management along with service delivery outcomes that consistently meet expectations of clients, community and contracts. These processes have enabled us to maintain certification with ISO 9001.

At Amity we use our quality management system to capture feedback from internal and external stakeholders and community, to schedule and track compliance, risk and improvement processes, and to hold diverse organisational knowledge in a system that will be maintained through time and change.

Over the past year we have shifted our thinking and actions, particularly in relation to our internal auditing activities to ensure we have the ongoing understanding, capacity and ability to consistently provide services that meet the needs of people we work with and regulatory requirements. The main outcomes this year have been a successful external audit that transitioned Amity to ISO 9001:2015 Standards, improved process integration, a mature central system for information regarding a range of opportunities for improvement in processes and practices across the organisation, engagement of employees regarding improvement and a growing continual improvement culture.

Paul Perryman
Coordinator
Corporate Services

Work Health & Safety Report

Workplace health and safety is important and at Amity we all play a role in fostering and nourishing a healthy and safe work environment. Amity's quality management system enables people to easily capture feedback, incidents and opportunities for improvement. The Health and Safety Handbook is available both online and as a hard copy for all staff. Work health and safety is guided by the Work Health & Safety Handbook a practical guide that is user friendly, provides regular updates and turns complex policy and legal information into clear and readable language with practical solutions for safety issues.

We also have a dedicated group of employees who steer a Work Health and Safety group that meets bi- monthly to ensure Amity complies with duties and obligations under the Work Health and Safety Act. The WHS Group are tasked with WHS policy reviews, conducting and reporting upon activities such as fire drills, duress alarm testing, vehicle safety inspections and monitoring and reviewing identified hazards and risks. The WHS Group provide a conduit for clear communication across Amity for updates to WHS processes and practices.

Work health and safety at Amity goes beyond recognising and responding to safety issues to a proactive space where we work to improve our impact on the environment. During this year we sought and gained a small grant from the Community Benefit Fund for solar power installation – we take this further opportunity to acknowledge the Northern Territory Government and the Community Benefit Fund for this grant. This small grant enabled Amity to install a 6.0kW Solar PV Array on the organisation's owned counselling room building at 7 Stokes Street in Parap.



Audited Financial Statement

AMITY COMMUNITY SERVICES INCORPORATED SPECIAL PURPOSE FINANCIAL REPORT for the period ended 30th June 2017

SUSANNE LEE & ASSOCIATES PTY LTD

CERTIFIED PRACTISING ACCOUNTANTS

Phone: 0418897757
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PO Box 475 Mudgeeraba QLD 4213
ABN: 29 161 528 481

AMITY COMMUNITY SERVICES INCORPORATED
SPECIAL PURPOSE FINANCIAL REPORT
YEAR ENDED 30 June 2017

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

for the year ended 30th June 2017

In our opinion –

1. The accompanying financial report as set out on pages 4-16 being a special purpose financial statement, is drawn up to present fairly the state of affairs of the Association as at 30th June 2017 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.

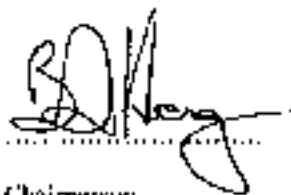
We confirm as follows:

- a) The name of each committee member of the association during the relevant financial year were:
Brett Hagan – Chairperson
Pip Steigh – Vice Chairperson
Chris Potter – Secretary
Julie Beaumont – Treasurer
Crystal Triggs – Board Member
Karen O'Dwyer – Board Member
Bernie Dwyer – Public Officer
Bernard Westley – Board Member (Co-opted 27th April 2017)
Andrew Warton – Board Member (Co-opted 15th June 2017)
- b) The principal activities of the association during the relevant financial year were:

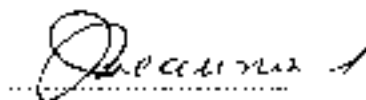
Amity Community Services Incorporated aims to provide a range of services, which assist individuals in the community to choose healthy lifestyles and develop healthy living conditions, particularly as these relate to drug use and other issues pertaining to habit-forming behavior.
- c) The net surplus of the association for the relevant financial year was \$32,274.13

Signed at Darwin on

6/12/17



Chairperson



Treasurer

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

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**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 2017 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.

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, 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.

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 30th June 2017 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
27/07/2017

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



Amity Community Services Incorporated

Balance Sheet

June 2017

	This Year	Last Year
ASSETS		
Current Assets		
Bank/Investment Accounts		
BoQ Main Cheque A/C	\$45,980.46	\$22,484.12
BoQ MH/AOD A/C	\$0.00	\$39,501.66
BoQ Cash Management A/C	\$1,605,492.94	\$1,356,572.08
BoQ Donations A/C	\$369.18	\$42.18
BoQ Maxi Health A/C	\$44.60	\$31.33
BoQ Gambling A/C	\$114,612.36	\$523.87
BoQ/Town A/C	\$56.53	\$22.73
BoQ Building A/C	\$91,966.12	\$521.95
BoQ/EFT A/C	\$12.39	\$44.39
DDE TRUST A/C	\$15,114.37	\$20,000.00
BoQ/Visa-Nicola	\$4,391.31	\$2,657.96
BoQ/Visa-Rian	\$0.00	\$779.45
BoQ/Visa-Bernie	\$2,979.41	\$1,969.96
BoQ/Visa-Pauline	\$2,523.97	\$2,998.60
EFT Payments Clearing Account	\$0.00	\$626.90
Total Bank/Investment Accounts	\$1,883,543.64	\$1,448,777.18
Other Current Assets		
Prepaid Insurance	\$23,546.27	\$23,899.86
Trade Debtors	\$1,100.00	\$6,149.51
Petty Cash Float	\$300.00	\$300.00
Acquitable Advance - S Greenof	\$240.00	\$0.00
Acquitable advance- H McKnight	\$34.16	\$0.00
Total Other Current Assets	\$25,220.43	\$30,349.37
Total Current Assets	\$1,908,764.07	\$1,479,126.55
Fixed Assets		
Plant & Equip at cost (=>\$5000)	\$41,374.42	\$41,374.42
Accumulated Depreciation	-\$39,212.64	-\$35,826.16
Total Plant & Equipment	\$2,161.78	\$5,548.26
Motor Vehicles - at Cost	\$37,455.63	\$122,748.15
MV Accumulated Depreciation	-\$24,335.54	-\$91,516.29
Total Motor Vehicles	\$13,120.09	\$31,231.86
Leasehold Improvements at cost (=>\$5000)	\$27,719.00	\$27,719.00
Accumulated Depreciation	-\$17,324.57	-\$16,631.59
Total Leasehold Improvements	\$10,394.43	\$11,087.41
Buildings		
7 Stokes St, Parap	\$598,652.79	\$598,652.79
Stokes Street Renovations	\$443,592.59	\$443,592.59
Accumulated Depreciation	-\$443,592.59	-\$443,592.59
Other Buildings - at Valuation	\$62,295.00	\$62,295.00
Accumulated Depreciation	-\$15,651.54	-\$14,094.16
Total Buildings	\$645,296.25	\$646,853.63
Total Fixed Assets	\$670,972.55	\$694,721.16
Total ASSETS	\$2,579,736.62	\$2,173,847.71

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 2017

	This Year	Last Year
LIABILITIES		
Current Liabilities		
Creditors & Accruals		
Unexpended Grants Carried Forward	\$261,741.09	\$86,067.05
Trade Creditors	\$11,378.90	\$9,035.68
Total Creditors & Accruals	\$273,119.99	\$94,713.43
GST Liabilities		
GST Collected on Sales	\$0.00	\$2,904.15
GST Paid on Purchases	\$0.00	-\$482.80
Total GST Liabilities	\$0.00	\$2,421.35
Payroll Liabilities		
Superannuation Payable	\$0.00	\$186.28
Child Support Deductions	\$0.00	\$662.00
Total Payroll Liabilities	\$0.00	\$848.28
Provisions - Current		
Provision for Annual Leave	\$159,763.75	\$159,128.82
Provision for Long Service Leave	\$128,794.50	\$0.00
Total Provisions - Current	\$288,558.25	\$159,128.82
Total Current Liabilities	\$561,678.24	\$257,111.88
Non-Current Liabilities		
Provisions - Non-Current		
Provision for Long Service Leave	\$8,772.50	\$90,815.00
Provision for MV Replacement	\$64,000.00	\$64,000.00
Provision for Redundancy	\$141,318.00	\$138,531.00
Building Planning Service Development	\$590,000.00	\$440,000.00
Total Provisions - Non-Current	\$804,090.50	\$733,346.00
Loan Accounts		
Parap Property Loan	\$953.24	\$2,649.32
Total Non-Current Liabilities	\$805,043.74	\$735,995.32
Total LIABILITIES	\$1,366,721.98	\$993,107.20
 Net ASSETS	 \$1,213,014.64	 \$1,180,740.51
 EQUITY		
Accumulated Funds	\$1,180,740.51	\$1,150,543.75
Current Year Surplus/Deficit	\$32,274.13	\$30,196.76
 Total EQUITY	 \$1,213,014.64	 \$1,180,740.51

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 2016 through June 2017

	This Year	Last Year
INCOME		
Grant Income		
Grants/Alcohol & Other Drugs/Operational	\$443,733.00	\$443,733.00
Grants/Gambling	\$644,349.96	\$626,250.00
Grant/Gambling Red Flags	\$307,449.96	\$230,000.04
Grant/Self Exclusion Gambling	\$234,542.55	\$139,089.96
Grants/ Add SEG Rollout	\$140,426.04	\$0.00
Grant/Illicit Drug Counselling	\$130,227.00	\$128,174.04
Grant/AOD Indigenous Communities	\$520,800.00	\$512,592.00
Grants - Research Gambling	\$140,150.04	\$0.00
Grants/Other Minor	\$23,200.00	\$18,181.82
Grant - Wages Equalisation	\$0.00	\$29,586.00
Unexpended Grant B/Forward <F/YR	\$86,067.05	\$147,844.68
Unexpended Grant Deferred >FYR	(\$261,741.09)	(\$86,067.05)
Total Grant Income	\$2,409,204.51	\$2,189,384.49
Fee for Services Income		
Client Fees - Counselling	\$0.00	\$152.28
General Workshop Income	\$0.00	\$1,306.36
Fee for Service - General	\$18,968.32	\$160.00
Total Fee for Services Income	\$18,968.32	\$1,618.64
Interest/Other Income		
Interest Earned	\$49,151.06	\$51,099.12
Donations/Sponsorship	\$5,201.99	\$7,109.00
Insurance Recoveries	\$1,362.99	\$0.00
Costs Recovered/Other Income	\$0.00	\$9,090.91
Program Management/Admin Fee	\$210,675.96	\$192,633.96
Total Interest/Other Income	\$266,392.00	\$259,932.99
Total INCOME	\$2,694,564.83	\$2,450,936.12
EXPENSES		
Official Travel	\$76,435.00	\$70,337.47
Repairs & Maintenance	\$116,694.97	\$115,412.17
Supplies	\$5,729.93	\$8,079.80
Services	\$72,805.83	\$62,712.07
Professional Development	\$34,029.20	\$29,553.11
Office Equipment	\$9,915.98	\$949.57
Employment Expenses	\$1,405,701.41	\$1,253,784.55
Program Expenses	\$715,799.36	\$715,619.63
Other Expenses	\$224,552.12	\$193,504.09
Total EXPENSES	\$2,661,663.80	\$2,449,952.46
Operating PROFIT	\$32,901.03	\$983.66
Other INCOME		
Profit on Sale of Motor Vehicle	\$0.00	\$29,272.73
Other EXPENSES		
Prior Year Adjustment	\$626.90	\$59.63
Net PROFIT/(LOSS)	\$32,274.13	\$30,196.76

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 2017

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.



Amity

Community Services Inc