



Providing a range of professional services relating to alcohol,
other drugs, gambling & associated mental health since 1976.

2018 ANNUAL REPORT

Amity
Community Services Inc

Table of Contents

Minutes Special General Meeting 2017	2
AGM Agenda	3
Minutes Annual General Meeting 2017	4
Chairperson's Report	8
Treasurer's Report	9
Chief Executive Officer's Report	10
Our People	12
Counselling Intervention Services	13
Strong Steps	15
Illicit Drug Counselling & Referral Awareness Project	17
Aboriginal Town Communities Project	18
Gambling Harm Minimisation & Education Programme	20
Corporate Services Report	23
Audited Financial Statement	25

Minutes Special General Meeting 2017

Present / Apologies

Present:

Brett Hagan	Chairperson
Pip Sleigh	Vice Chairperson
Julie Beaumont	Treasurer
Bernie Westley	Board Member
Crystal Triggs	Board Member
Karen O'Dwyer	Board Member
Bernard Dwyer	Public Officer

Apologies:

Andrew Warton	Board Member
Shanel Cubillo	Board Member

A special general meeting was held in 2017 to resolve clauses 22 composition of committee and 26 retirement of committee members of the Amity Community Services Inc. constitution.

Motion:

Moved: Brett Hagan Seconded: Pip Sleigh

The resolution was unanimously supported.

Meeting Closed: 5.40 pm

AGM Agenda

LOCATION: 155 Stuart Highway Parap
DATE: 25 October 2018 at 5:00pm

Item 1: Present/Apologies

Item 2: Confirmation of Minutes of 2017 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 2018/19

Item 6: Networking and Refreshments

Minutes of AGM 2017

Date: 26 October 2017

Location: Amity Community Services Inc. 155 Stuart Highway, Parap

Item 1: Present/Apologies

Present:

Brett Hagan

Pip Sleight

Julie Beaumont

Bernie Westley

Crystal Triggs

Karen O'Dwyer

Peter Burnheim

Jeff Collins MLA

Rob McPhee

Perry Morrison

Nicola Coalter

Bernie Dwyer

Johanne Goncalves

Michael Massingham

Pauline McKenzie

Paul Perryman

Brett Taylor

Georgia Tranthem

Paul Turner

Dianne Weaver

Chairperson

Vice Chairperson

Treasurer

Board Member

Board Member

Board Member

PHN

MLA

SKYCITY

Morrison Associates Pty Ltd

Amity Staff

Amity Staff

Amity Staff

Amity Staff

Amity Staff

Amity Staff

Amity Staff

Amity Staff

Amity Staff

Amity Staff

Apologies:

Shanel Cubillo

Andrew Warton

Sarah Andrews

Venjie Diola

Board Member

Board Member

AHA NT

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Item 2: Confirmation of previous minutes

The Chief Executive Officer sought confirmation of previous minutes.

Moved: Julie Beaumont

Seconded: Brett Hagan

Motion: Passed

Item 3: Reports

a) Chairperson's Report

Brett spoke to his written report, thanking past and current board members for their support and vision, staff for their work and funding bodies for their confidence in Amity to deliver on contracts and outcomes for our community. Brett again discussed his hope for surety of the premises at 153 and 155 Stuart Highway this year but alas it is again starting a whole new conversation about an ongoing lease of these premises with our new government. Brett also made special mention of two board members - Chris Potter for his years of service on the board, his knowledge and insight into compliance, the insights into the gambling space and his minute taking and to Julie Beaumont for her more than a decade of service to Amity and her keen financial and governance acumen. Brett called on Members to accept the Chairperson's report and this motion was moved, seconded and passed as follows.

Moved: Pip Sleigh Seconded: Crystal Triggs Motion: Passed

b) Treasurer's Report

Julie talked to her written report making special mention of the new funding opportunities secured this year and the ongoing creation of linkages Amity is making with the corporate sector. Julie thanked Bernie and Amity's team for overcoming challenges and their ongoing commitment to our work throughout the year.

Julie called on Members to accept the Treasurer's report and this motion was moved, seconded and passed as follows.

Moved: Julie Beaumont Seconded: Brett Hagan Motion: Passed

c) Agency Report

Chief Executive Officer /Public Officer's Report

Bernie talked about an interesting year of changes in contracts, government and our external environment. He reflected that Amity focused on maintaining its existing work and projects – those being therapeutic counselling and intervention services, information and awareness raising and community education. Bernie talked about the gambling funding enabling the provision of the 24 hour gambling helpline, the provision of counselling at Amity and brokerage of counselling via Holyoake in Alice Springs, support for people choosing self-exclusion, industry training for the recognition and responding to in venue indicators of problems with gambling, the newest project under the gambling umbrella - Multi venue self-exclusion an exciting opportunity for the Territory to follow solid empirical evidence and best-practice of this harm minimisation strategy, the Red Flags Public Health campaign in collaboration with italk studios and evaluation by Morrison and Associates. Bernie also spoke of the Amity, Australian National University and Menzies School of Health Research project regarding gambling and a public health framework.

Bernie talked about the year's challenges for the counselling program with the offered 1 year contract still to be signed off with ongoing negotiations in process. Bernie talked about the new pilot project funded through the Primary Health Network being led by CAAPS that Amity is collaborating in - Strong Steps project at Coolalinga. Bernie thanked Jill Smith, CEO of CAAPS, her staff involved in Strong Steps and Amity's counselling team for their flexibility and creative liaising to get the service underway and known. Bernie also mentioned the ongoing profile and pathways work undertaken by the Illicit Drug Counselling and Referral Project.

Bernie provided a brief history of the Town Communities project making mention of the UNICEF workshop and the beginning of an inspiring change in engagement of young people and how from that work Amity had continued to provide opportunities for scholarships for young people we work with in this project to have access to financial support for engagement in school activities, excursions, sports and diverse cultural activities that are future oriented and require planning by young people. Bernie acknowledged and thanked the PHN NT and our grant funding from Viva Energy and INPEX that will support ongoing work with young people.

Bernie talked about Nic joining NTCOSS Board for her second stint and also that Michael had joined the Board of AADANT and thanked both for stepping up to the ongoing need for capacity on Boards and the role of good governance with the for-purpose sector. Bernie talked about Amity's objects in its Constitution – healthy habits and lifestyles and how this underpins all of Amity's services and projects.

Bernie concluded with acknowledging the Board and its work to undertake their roles and responsibilities and their clear understanding of governance and operational aspects. Bernie thanked all Board and staff for the ongoing professional skills, knowledge and commitment to Amity. He talked about the new strengthened back of house process for the long-term sustainability of Amity being the creation of the Corporate Services team and acknowledged that his long service leave will see Nic once again take up the Acting CEO role. He thanked Nicola for her commitment to evidence informed practice, her enthusiasm and ability to lead projects and her ongoing support of the organisation that has enabled Amity move into new and exciting areas.

Item 4: Election of Officers

Nominations for positions:

Chairperson:	Dr. Philippa Sleigh
Deputy Chair:	Dr. Bernie Westley
Secretary:	Karen O'Dwyer
Board members:	Brett Hagan
	Crystal Triggs
	Andrew Warton
	Shanel Cubillo

There was one nomination for each vacant position and therefore the Board was duly nominated and seconded. Details of nominations are kept on file.

Item 5: Nomination of Auditor

The Board agreed to move this item to their next Board meeting for discussion and decision.

Item 6: General Business

Guest Speaker: The Hon. Jeff Collins MLA

Jeff spoke of his recent study trip to Portugal to examine legislation relating to drugs and the model of decriminalisation and the outcome evidence-informed drug policy has achieved for this country. Jeff noted that Portugal's decriminalised drug model at the beginning of the last decade had moved from a criminalisation model for drug use (in the absence of criminal activity such as trafficking) to the public health approach. He said the approach was focused on voluntary participation but referrals were received from the Justice system through a tribunal for issues relating to personal use. Jeff talked about the rates of participation in rehabilitation and intervention services increasing substantially from five thousand prior to the changes to now more than seventeen thousand annually. He talked of the Lisbon experience as this city was known as an unsafe city due to drug use and crime before drug law changes and now is seen as one of Europe's safer cities. Jeff spoke about the differences between a decriminalisation and legalisation model and how he hoped that next year he would have further opportunities to explore how the Territory could be more progressive with evidence-informed drug policy.

Meeting Closed: 6.30 pm

Chairperson's Report

The year has been one of some noteworthy change for Amity. I would like to begin by thanking staff for continuing their high standard of service delivery during this time of flux. I would also like to thank those stepping into new roles with enthusiasm and commitment to Amity's values. I see this period as an opportunity to re-energise the work Amity is doing and strengthen plans for our future.

The most substantial change this year has been the resignation of CEO, Bernie Dwyer. Bernie first commenced with Amity in August 1990 as a Community Outreach Worker and has been the CEO for 14 years! We cannot thank Bernie enough for the time and energy he has put into our organisation and the Darwin community it serves. We thank Nicola for stepping into the role of acting CEO this year. The Board has planned to have the recruitment and selection process for Amity's next CEO completed soon.

This year also brought change in the Amity Board. We continue to have the Darwin struggle of recruiting and maintaining a full, diverse and representative board. However we hope to have established some continuity and a strong base with new appointments this year. I'd like to thank my fellow board members for their commitment to Amity and their support of me in the role of Chairperson. Together we have continued to focus on governance principles, board diversity and ongoing professional development to ensure a robust and strategic governance framework.

Some important news this year has been the successful signing of a 5-year contract with Department of Health, which thankfully included a long-term lease on 153-155 Stuart Highway premises for the length of the contract. This year also saw us secure a 5-year contract from the Community Benefit Fund for the diverse array of gambling education and harm minimisation projects and therapeutic services. These contracts add to Amity's stability going forward.

Of note this year, there has been some growth in program provision. The development, in association with CAAPS, of a pilot program 'Strong Steps', to provide drop in care for those with methamphetamine dependence widens our service delivery. Furthermore the counselling area has undergone changes in terms of supervision and training to continue to provide evidence based, high-level care to clients. This reflects our ability as an organisation to adapt and reflect the needs of our community.

All of this, I believe, puts Amity in a strong position for the future. I see new people and new ideas, building on previous experience and commitment and grounded in evidence and community need.

Dr. Phillipa Sleigh
Chairperson

Treasurer's Report

As Treasurer I am pleased to present Amity's Special Purpose Financial Report for the financial year ending 30 June 2018 as prepared by auditors Susanne Lee & Associates. The net operating surplus for the financial year was \$51,280.

The year saw a slight increase (3.1%) in income mostly attributable to Strong Steps joint pilot project. Grant income was stable noting the completion of two one-off projects, Gambling Red Flags and the SEG Rollout. Amity is grateful to its funders and in particular notes the granting of 5-year contracts in relation to its Northern Territory Government funding. This presents the organisation with an enhanced level of funding certainty and will have a positive impact on operations. Amity also acknowledges ongoing corporate support from Inpex through the provision of corporate grant funding.

During the financial year Amity added \$200K to Building Planning and Service Development. It should also be noted that the loan on Amity's primary building asset in Parap is nearing its end and both of these events place Amity in a good position for future development of spaces and services to meet identified community needs.

Amity is continuing to achieve its strategic direction and objectives under the relevant funding guidelines. Accordingly, I am pleased to present the financial report for an organisation that remains in a strong and stable financial position.

Andrew Warton

Treasurer

Chief Executive Officer's Report

The Territory has a long history of alcohol consumption and related harms. We experience these harms because of the amount of alcohol we consume as a community and a deeply embedded culture of drinking. This year alcohol remained a key issue and focus throughout the Territory with Riley's Review being touted as the lever for some of the biggest-ever changes to the Northern Territory's alcohol policies. Amity remains committed to evidence-informed prevention, protection and intervention strategies, treatment and policy. This year has seen us use our considered stance and recommendations from our submission to the liquor review in responding to media, government and other vested interests.

We have supported the Territory Government in their bold moves for evidence-informed policy. What is effective often isn't popular and what is popular isn't often effective. One notable policy implementation for alcohol this year has been the Territory's minimum floor price. Although it has been found to be less efficient and effective than a volumetric tax – that type of approach can only be implemented at a Commonwealth level - Amity supports this policy. The minimum floor price is one way to increase the cost of cheap alcohol and from local and worldwide evidence price and availability remain powerful policy levers in the reduction of harm from alcohol.

The Territory has previously shown that we can impact on alcohol harms in a positive and non-judgemental way through effective leadership, policy and collaboration. The Living with Alcohol Program from the 90s was a plan for culture, control and care components not only supply measures. If we are to achieve change that is sustainable it will be from planned long-term commitment that receives broad political and community support and is appropriately resourced with the focus on harm minimisation and holding Territory families at its heart. We look forward to the Territory's overarching Alcohol Plan that includes comprehensive demand and harm reduction measures.

I would like to acknowledge and thank the Territory Government for its commitment and follow through on 5-year contracts for the community sector. Amity was fortunate to secure 5-year contracts from the Department of Health for our direct therapeutic clinical service and from the Department of Attorney-General and Justice, Community Benefit Fund Gambling Amelioration for ongoing gambling education and harm minimisation projects and services. This certainty brings stability for our people and the work we do and reduces the resources required to seek and secure funding on a yearly basis, enabling us to focus on service delivery and positive outcomes for our community.

Amity continues joint service delivery with Council for Aboriginal Alcohol Programs (CAAPS). The pilot project, Strong Steps, allows a specialised and flexible drug and alcohol service delivered at premises in Coolalinga. The Primary Health Network NT has committed to an additional year for the pilot project and continues to be of support to CAAPS and Amity as we navigate our way through collaboration, learning, and evaluation of this service.

This year Amity's Counselling Intervention and Education Service undertook a four-year review of client data, practices and policies relating to client engagement and outcomes. This review enabled us to corroborate counsellor experience and practice with externally analysed and interpreted client data and feedback. From this review we have learned more about client outcomes, barriers to treatment and the value of a therapeutic space and alliance. We have improved counting and reflection upon what we do to see if what we do makes a difference. This work will continue to lead us into exciting areas of engaging with reliable and valid client outcome measures for more feedback informed treatment work.

The year also brought substantial and mostly predictable internal change for Amity. Of note was the retirement of two long-term Amity employees, Rian Rombouts and Pauline McKenzie, both exceptional in their work and with a depth of knowledge and experience of Amity that will take us a while to rebuild. Also Bernie took long service leave this year and subsequently resigned in August to pursue less work, more travel and time with family. Bernie has been a stalwart of Amity and is widely known and respected for his considered, humble and gracious approach in his work and leadership. While we wish them each the very best with their choices and adventures Amity will miss their wisdom, humour and hard work.

These and other changes have presented challenges however, the knowledge, experience and commitment we have from our people, enables the organisation to remain resilient and continue its focus on evidence informed service delivery, strategic aims and making small gains on our constitutional objective of healthier habits and lifestyles. I recognise and thank all Amity staff and Board members. Because of all board and team members Amity remains in a strong position with a clear vision and robust processes and accountability.

I acknowledge and am grateful for the support provided to me by Amity's team. I also thank Amity's previous leaders Bernie Dwyer and Wendy Larn for their willingness to share stories, vision and humour. This has enabled me to remain balanced in times of great change. You both have shown me the value of lifelong learning and curiosity, the rational mind, unconditional positive regard, respect for autonomy and commitment to Epicurean philosophy while laughing with me in my learning of these, and for that, I am grateful. Amity is place where we work and the evidence that informs its work and the philosophy it has operated by has a profound impact on its people and our community. As we look forward we will improve upon how we measure outcomes and impacts and how we keep organisational knowledge within Amity for its future.

Nicola Coalter
Acting CEO

HOW LONG IN THE TERRITORY? AVERAGE OF 18.1 YEARS

range of 1 year to 63 years

HOW LONG HAVE YOU WORKED IN THE COMMUNITY SECTOR?

**AVERAGE OF
12.2 YEARS**

**HOW LONG
HAVE YOU
WORKED IN THE
DRUG
ALCOHOL &
GAMBLING
FIELD?**

**AVERAGE OF
11.1 YEARS**

AGE
AVERAGE OF
45 YEARS

range of 24 years to 63 years

HOW LONG AT
AMITY?
AVERAGE OF
3.5 YEARS

range of 1 month to 10 years

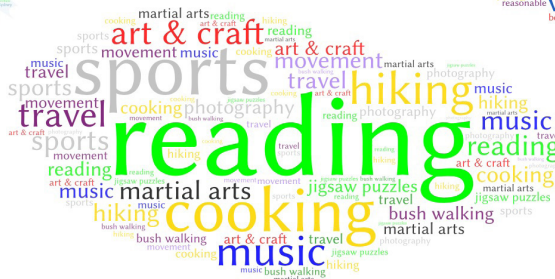
Where we are from



A word each of us chose to describe
our knowledge and experience



Our favourite activities



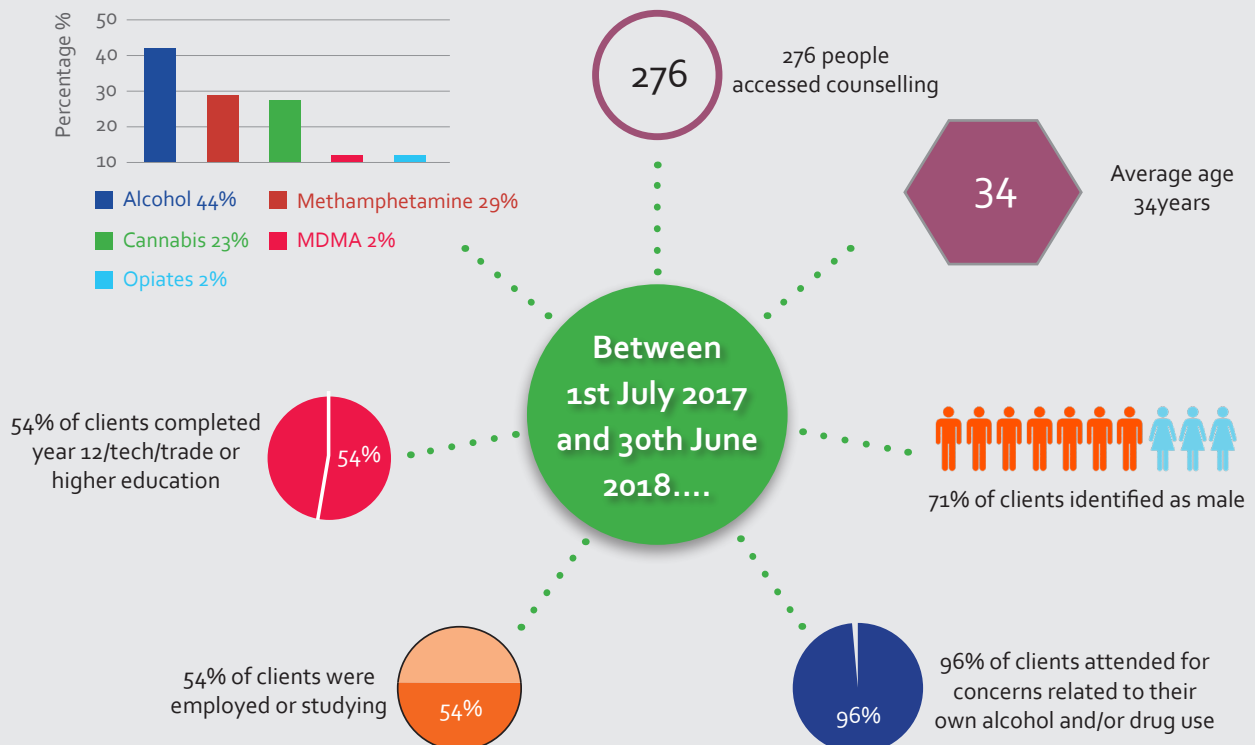
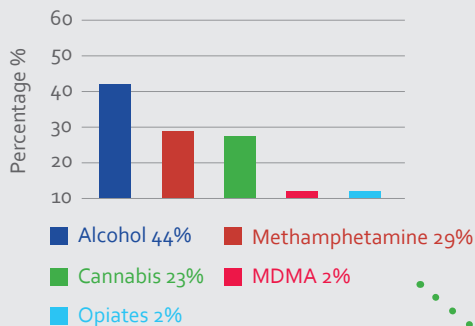
Counselling Intervention Services

Amity's counselling team strives to make a meaningful difference in the lives of our clients. We partner with our clients to build resilience, skills and knowledge so people can work towards sustainable changes and healthier lifestyle choices.


How do we do this?




Primary Drug of Concern



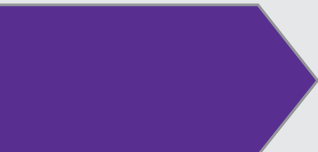
Highlights



Built the capacity of over 100 drug and alcohol workers to have a deeper understanding and deliver services from a Motivational Interviewing approach. This was achieved through the development and delivery of seven skills-based workshops across the Territory (Alice Springs, Katherine, Tennant Creek and Darwin). Overall, participants self-reported increased knowledge, skills and self-efficacy to translate their learning into practice.



Secured a 5-year contract with the NT Department of Health for continued counselling intervention services. This provides stability for our team to focus on service delivery and longer-term planning activities.



Developed and introduced an electronic client booking system to simplify processes for clients and staff. This also reduced administrative tasks for counsellors and increased availability for working directly with clients.



Future directions for 2018/19...

- ◆ Creating a modern, welcoming and low-stimulus therapeutic environment; aligned with best practice evidence.
- ◆ Continued digitisation and modernisation of processes to streamline and improve the client experience at each stage of counselling.
- ◆ Improved data mapping to ensure continued understanding of our client group and service delivery outcomes. This knowledge will enable us to remain responsive to local trends and to tailor our services to meet clients' needs.



Counselling | Brief Interventions | Screening | Assessments | Education and Information

This year saw the opening of Strong Steps and the commencement of service delivery in the Darwin Rural Area. Strong Steps, a joint initiative with CAAPS, grew out of the shared recognition and commitment to meet demands for drug and alcohol treatment services in the greater Darwin area. Methamphetamine use in particular was shown in higher numbers of people living in this area (National Household Survey 2016) and the need for a professional, evidence-informed and accessible treatment service became apparent. A culturally appropriate, flexible and child-friendly specialist drug and alcohol therapeutic counselling service in this area was also an identified gap. Strong Steps was developed to meet these needs and the collaborative and respectful partnership with CAAPS enabled this to come to fruition.

Two key considerations when developing the Strong Steps Model were establishing and maintaining a service that was flexible and low stimulus. Both factors crucial for providing an accessible and welcoming service for clients.

Flexibility of Service Delivery

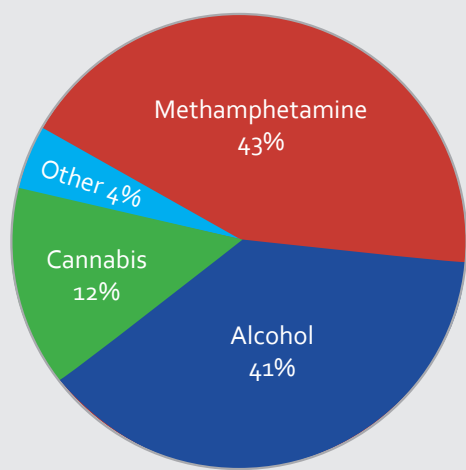
One of the differentiating characteristics of Strong Steps is the focus on remaining flexible and easily accessible to clients. This is achieved through recognising the different types of interventions that can meet people's needs including drop-in appointments, brief interventions, telephone counselling and shorter face-to-face counselling sessions. The service was also developed with a safe and engaging child-friendly area so that parents and carers are not impacted by the barrier of organising childcare in order to access treatment.



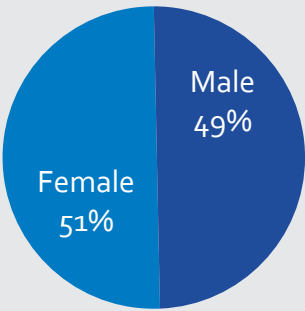
Low stimulus environment

Many people who attend drug and alcohol counselling services can present as highly anxious, effected by substances or impacted by feelings of shame or guilt. Consequently, a low-stimulus, safe and welcoming environment that promotes privacy and calm was essential. This physical environment, coupled with welcoming and professional staff, creates a therapeutic and inclusive space for clients.

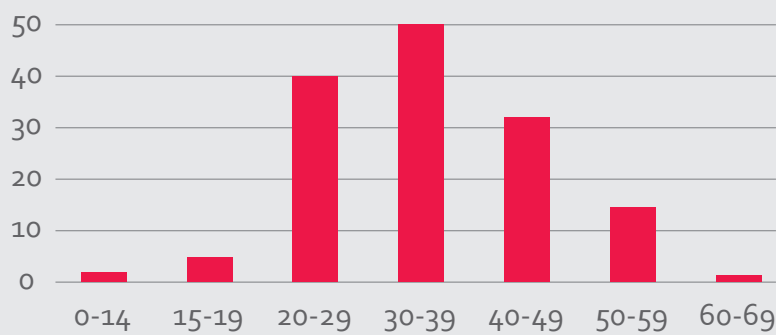
PRIMARY SUBSTANCE



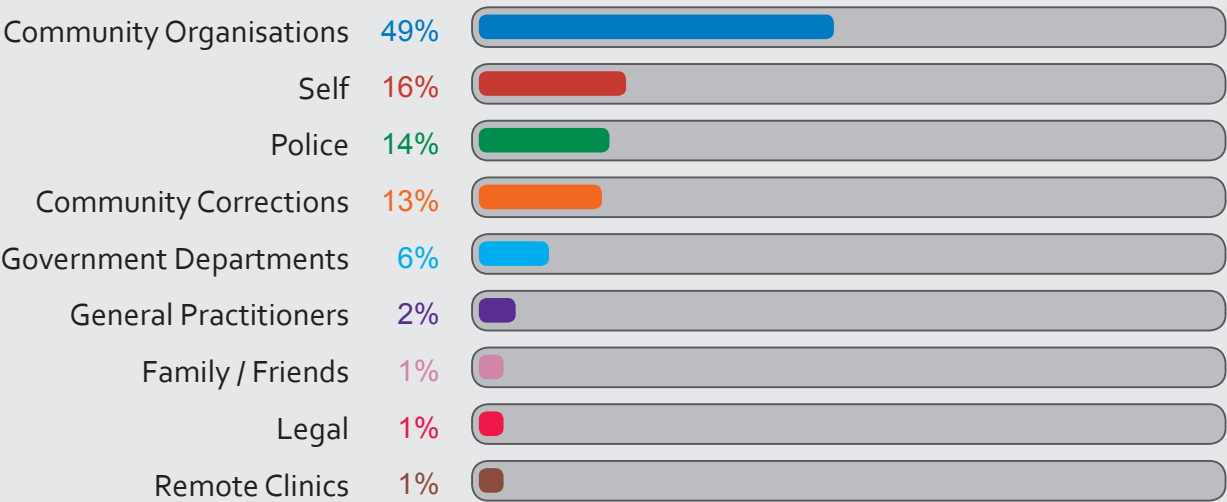
GENDER



AGE



REFERRAL SOURCE



Illicit Drug Counselling and Referral Awareness Project

This year 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.

The project continues to focus on understanding and responding to the needs of people in the Darwin and Palmerston area who use illicit substances. A comprehensive range of evidence-informed strategies are utilised, including therapeutic interventions, social marketing campaigns and health promotion activities that focus on increasing awareness of treatment efficacy and referral pathways. This project concentrates on improving people's experiences when accessing support by addressing known barriers for engagement, such as shame and stigma. Harm minimisation and a public health model underpins all facets of this project.

A key piece of work that informs this project and subsequent strategies is a trend survey. This provides us with valuable information from a diverse range of people in the local area to better understand current trends and local needs. We also engage in focus group testing and ongoing feedback processes with counselling clients to ensure we remain abreast of local trends and needs. Collecting, analysing and interpreting information from the trend survey enables us to understand more about how our messaging is perceived and places where people look for health information and referrals into drug treatment.

Another focus of this project involves the ongoing development and strengthening of important partnerships with General Practice networks. These are maintained through regular visits to provide resources, referral information, health promotion messages and other educational materials about Amity's services. Amity has developed and maintains deep partnerships with a wide range of services and stakeholders in the mental health and welfare sector. Other project networks span across sectors including Indigenous health, mental, physical and sexual health, youth, welfare, housing, legal, financial and sport and recreation.

Congruent with a public health focus on healthy lifestyles, harm minimisation – specifically demand reduction and prevention, the project has routinely maintained a presence at community events, school health expos and a range of public forums. And the project works to develop and disseminate harm minimisation and treatment referral options advertising. This year we engage with our health promotion campaign on prescription sleeves.



Aboriginal Town Communities Project

This project enables Amity to work with people and families of three local Darwin Aboriginal Town Communities to build resilience, health literacy and wellbeing. We collaborate with individuals, families and communities with the overarching aims of reducing harms experienced as a result of drug, inhalant and alcohol use and supporting people's capacity for choice and change.

This long-term project continues the focus on working with families by drawing on relationships with people and communities and engaging with activities of the women, men and youth programs within the project. The project is fortunate for the funding and support from our local Primary Health Network for this important work to continue. Awareness raising, information and education, brief interventions and referral support are central components. Strategies, workshops and activities are customised to the cultural and learning needs of each group.

This project works directly with individuals and families through a range of prevention and intervention activities. The project officers work individually with each established group of men, women and youth and then come together to plan and have the shared program focuses on:

- reducing harms from drugs, inhalants, tobacco and alcohol;
- facilitating people's engagement in activities that build resilience and identified life skills;
- brief interventions;
- increasing participation and connection to cultural activities;
- building relationships for people with the broader community; and
- providing support and referral pathways for people and families across a range of services, including housing, income support, educational and judicial systems.




Responding to volatile substance use at a systemic level by:

- visiting retailers who sell inhalants to raise awareness of legislation and potential harms associated with products;
- retailer and contractor's education sessions;
- developing and distributing volatile substance educational materials; and
- contribution and collaboration through the NT-wide Volatile Substance Advisory Network; enabling us to keep abreast of the latest trends, policies and evidence.


This year, in collaboration with NTG Department of Health workers, we visited 73 retailers in the Darwin and Palmerston areas. This work enables us to stay abreast of current trends in the use of inhalants in local areas and to share information that works towards increasing awareness of inhalant use within our community. The project also delivered 5 workshops to retailers, contractors and other stakeholders about volatile substances. And delivered 90 volatile substance retailer and contractor educational and campaign packs.

Another area of the project is in building the capacity of our multi-disciplinary team. Historically one of the objectives of the project, which remains in this contract funding, is the two-way cultural learning from the project's Indigenous staff and how Amity supports and develops its people to deliver high quality and culturally sensitive evidence-informed services. The Aboriginal Town Communities Project does this by committing to and engaging in ongoing capacity building, clinical and cultural development activities and robust evaluation frameworks to count what we do to see if what we do makes a difference.


Highlights



Collaborating with families from local communities to engage young people in positive experiences away from challenges of community life. Participants are provided with the time and resources to focus on engaging in healthier habits and activities while further building on their self-confidence, resilience and strengthening relationships with peers, mentors and community members. A key focus on these types of activities and workshops are to build young people's skills in planning and future-oriented goals of education, health and employment.



The Town Communities Project is fortunate to have additional resources provided from VIVA Energy, Inpex and Amity's Scholarship Program. These additional resources enable the project work to offer greater diversity and frequency of activities for people we work with. This essentially adds value to our community education and developmental work within the three nominated Town Communities. A highlight has been the opportunities to facilitate more activities and events for young Indigenous people to pursue interests in sports, music, culture, education and art activities and programs. Feedback from people participating has emphasised the value of positive engagement options for young people.



Delivery of two cultural leadership programs on Bathurst Island for Indigenous youth from local school and diversionary programs. Key outcomes for participants included increased health literacy, life skills and valuable opportunities for sharing/learning local traditional and cultural knowledge.

Gambling Harm Minimisation & Education Programme

Amity's gambling work strives to make a meaningful difference for individuals, families and communities. We deliver a evidence-informed projects and services, with the goal of minimising the potential and real harms associated with gambling.

How do we do this?

...by focusing on five key areas:



Intervention – Treatment

- Individual assessment and face-to-face counselling
- Provision of the 24 hour Gambling Helpline
- Support for people choosing self-exclusion
- Email education and information
- Web based information and strategies



Training and Support

Face-to-face delivery of two training packages to staff working in gambling businesses across the Territory. These packages have been approved by the Director General - Licensing NT and are:

1. Engaging with Customers: Identifying and Responding to Gambling Red Flags
2. Supporting Self Excluding Patrons for Community Liaison Officers



Community Education and Development

- Delivery of a diverse range of projects across the Territory to promote learning and social development within communities
- Capacity building workshops
- Participation in community events
- Delivery of professional training and supervision



Ethical Health Promotion

Development and delivery of Public Health Campaigns with the goals of:

- Raising community awareness and understanding about gambling and potential harms
- Harm minimisation strategies
- Triggering help seeking behaviours



Consultation, Partnership and Support

- Developing and maintaining relationships with stakeholders in our community; including communities, organisations, government and other vested interests
- Advocating for evidence informed policy
- Consulting and supporting local communities

Highlights

Provision of high quality, evidence-informed therapeutic counselling throughout the NT. Our ongoing relationships with Holyoake and Turning Point supported us to increase accessibility and to build individual and community strengths and resilience.

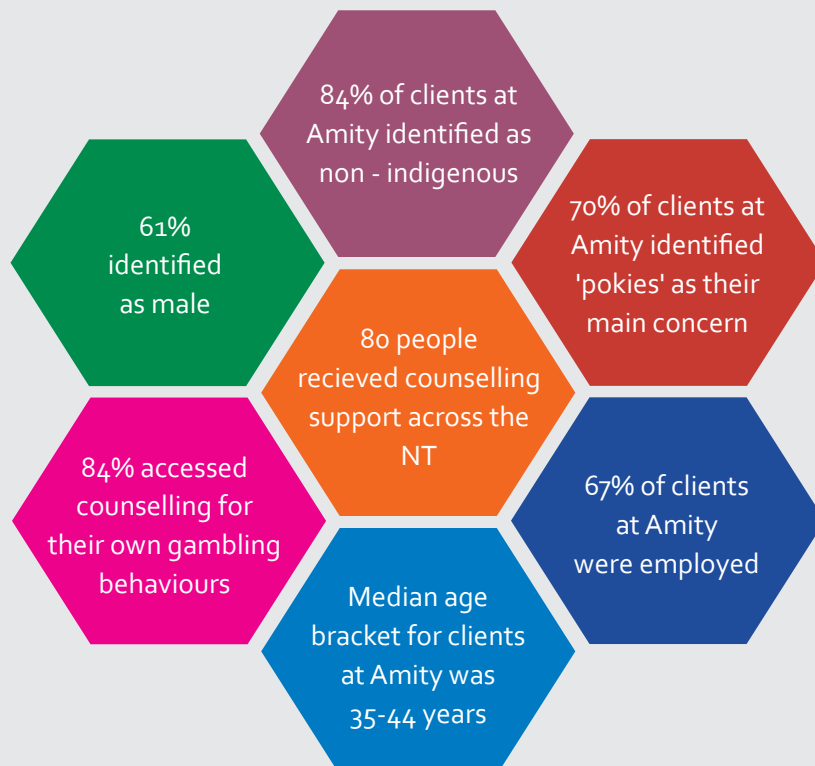
Continued development and strengthening of our relationships with a diverse group of stakeholders; including industry/gambling venues, health professionals, other health and community services and government. These relationships broaden our knowledge and understanding of the gambling arena and create pathways for delivering robust, informed and considered service provision across the NT.

Presented three sessions at the National Association for Gambling Studies (NAGS) Conference in 2017. This opportunity allowed us to share our work and to strengthen our position as a community-based organisation committed to supporting individuals, families and communities to adopt healthier habits and lifestyles.

Gambling Counselling Services

Amity continued to provide (directly and through brokerage services) therapeutic counselling to individuals, family members and friends across the NT for gambling related problems.

During this period...



Training – Gaming Venues

Over the past year....

114

frontline gaming staff across the NT completed our approved training



Participants who completed this training reported:

- ✓ Increased **confidence** to assist people who may have gambling concerns
- ✓ Increased **knowledge** about possible 'red flag' behaviours that may indicate problematic gambling
- ✓ Increased **empathy** and skills for having positive conversations with patrons about their gambling behaviours



The benefits for our community

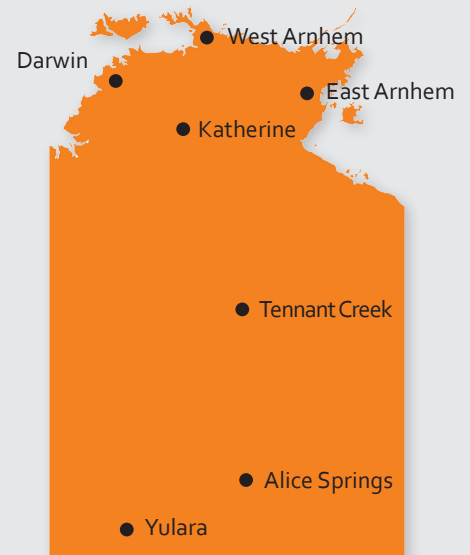


More frontline gaming staff who have demonstrated skills to provide positive, empathetic and evidence informed support to patrons about problematic gambling

Training was delivered to 21 venues in 7 locations:

Training Package 1: Engaging with Customers:
Recognising and Responding to Red Flags

Training Package 2: Supporting self-exclusion



Ethical Health Promotion

Key messages utilised as part of Responsible Gambling Awareness 2017



Our Health Promotion Campaigns are developed and viewed through our ethical framework and have messaging that is:

- non judgemental • behaviour based • educational • evidence informed • connected to an emotional or personal experience.

These factors enable our messaging to be more easily received and retained by the public.

Corporate Services Report

Quality | Communication | Work Health & Safety

Amity is committed to maintaining and further developing our quality management system for ongoing ISO 9001 requirements. The process of continual improvement enables Amity to be actively engaged in ongoing efforts to understand the needs of our community, funders, clients and our people and to work to deliver programs, projects and services to meet those needs.



Our quality management system enables us to more effectively collect feedback, schedule compliance items and regulatory tasks, log incidents, upload records and capture organisational contracts, reports and knowledge in a central structure that is reviewed and engaged with across our people and services. External auditing demonstrates we have a mature understanding of the international standards, an effective action research model to identify opportunities for improvement in process and practice and risk based thinking enabling us to be deemed effective in establishing our commitment to continual improvement.

Communication has become an area of focus this year as the agency experienced predictable change. Change has come through people's retirement, people leaving us for other opportunities and with new people who have joined us this year. Any change is felt by all in a small dynamic organisation and communication has been strategy for us to remain balanced and considered internally and externally in our communication. We invested in building our own capacity to communicate how Amity understands, applies and develops in Motivational Interviewing. This work led to a fee-for-service contract through Primary Health Network NT for drug and alcohol workforce development across the Territory. The work enabled us to further develop our own capacity and build on the solid foundational spirit of motivational interviewing at Amity. Also to learn from workers across the Territory how they can build on their compassion, acceptance and collaboration when working with people experiencing harms from drug and alcohol use.

Also we invested in building our capacity to understand principles of social marketing and how these can be embedded into our ethical framework for community education and health promotion. We know that shame and stigma are barriers for people accessing and staying in drug, alcohol and gambling treatment and yet we know from empirical and practice evidence that treatment works. We plan to consolidate this knowledge and begin to put what we have learned into practice in how we communicate our services and their efficacy to our community.

Providing a healthy and positive environment for staff, clients and visitors, we believe demonstrates respect for individuals and fosters a culture of curiosity and professionalism. A focus this year was on increasing our awareness and understanding of the relationship between staff wellbeing and an engaged

and productive workforce. We confirmed our understanding that staff wellness and morale are directly linked to a healthy workplace; which in turn, supports our strategic objectives of delivering quality services, acquiring knowledge and strengthening our position.

resilient workers → a more resilient organisation → improved performance and outcomes

We engage with workplace health and safety by:

- taking a shared approach – everyone is responsible for creating and maintaining a healthy work place;
- understanding that a safe workplace includes addressing the physical environment in addition to workplace culture and staff wellbeing;
- having dedicated staff to ensure compliance with our duties and obligations under the Work Health and Safety Act;
- keeping staff informed about relevant updates to processes and practices; and
- engaging with a quality management system that enables staff to readily document and respond to feedback, incidents and opportunities for improvement.

Highlights this year

The introduction of agency supplied fruit for staff – this was proposed by a staff member and readily supported by management. This initiative encourages staff to make healthier choices, thereby supporting healthier lifestyles.



Agency-wide resilience and assertive communication training – aligned with Amity's value of curiosity and ongoing learning and development, these sessions highlighted the agency's commitment to supporting staff resilience and wellbeing.

Improvements to Amity's garden and outdoor environment – originally triggered after the damage caused by Cyclone Marcus, this work continued and has achieved our goal of providing a calm and welcoming external environment.

The introduction of a compost system – provides ongoing opportunities for staff to make more environmentally and ethically conscious choices.



AMITY COMMUNITY SERVICES INCORPORATED
SPECIAL PURPOSE FINANCIAL REPORT
for the period ended 30th June 2018

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 2018

CONTENTS

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

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

for the year ended 30th June 2018

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 2018 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:

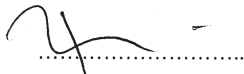
Office	Name
Chairperson	Phillipa Sleigh
Vice Chairperson	Dr Bernie Westley
Secretary	Karen O'Dwyer
Treasurer	Andrew Warton, Julie Beaumont resigned Nov 2017
Ordinary Member	Crystal Triggs resigned April 2018
Ordinary Member	Brett Hagen
Ordinary Member	Nicola MacCorron co-opted 13/12/17
Ordinary Member	Shanel Cubillo resigned April 2018
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 \$51,280.72

Signed at Darwin on 23/08/2018



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 2018 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 2018 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, FCPA
1 August 2018

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 2018

	This Year	Last Year
ASSETS		
Current Assets		
Bank/Investment Accounts		
BoQ Main Cheque A/C	\$56,946.13	\$45,980.46
BoQ Projects Gambling	\$29.30	\$0.00
BoQ Cash Management A/C	\$1,910,730.70	\$1,605,492.94
BoQ Donations A/C	\$1,592.13	\$369.18
BoQ Maxi Health A/C	\$123.20	\$44.60
BoQ Gambling A/C	\$41.12	\$114,612.36
BoQ/Town A/C	\$250.63	\$56.53
BoQ Building A/C	\$47,803.76	\$91,966.12
BoQ/EFT A/C	\$860.56	\$12.39
DDE TRUST A/C	\$24,658.69	\$15,114.37
BoQ/Visa-Nicola	\$3,068.37	\$4,391.31
BoQ/Visa-Tamara	\$1,921.88	\$2,979.41
BoQ/Visa-Johanne	\$2,242.21	\$2,523.97
BoQ/Visa-Michael	\$1,218.72	\$0.00
Total Bank/Investment Accounts	\$2,051,487.40	\$1,883,543.64
Other Current Assets		
Prepaid Insurance	\$12,779.15	\$23,546.27
Trade Debtors	\$7,617.39	\$1,100.00
Petty Cash Float	\$300.00	\$300.00
Acquitable Advance - S Greenof	\$0.00	\$240.00
Acquitable advance- H McKnight	\$900.00	\$34.16
Total Other Current Assets	\$21,596.54	\$25,220.43
Total Current Assets	\$2,073,083.94	\$1,908,764.07
Fixed Assets		
Plant & Equip at cost (=>\$5000)	\$42,284.65	\$41,374.42
Accumulated Depreciation	-\$25,840.11	-\$39,212.64
Total Plant & Equipment	\$16,444.54	\$2,161.78
Motor Vehicles - at Cost	\$37,455.63	\$37,455.63
MV Accumulated Depreciation	-\$31,826.66	-\$24,335.54
Total Motor Vehicles	\$5,628.97	\$13,120.09
Leasehold Improvements		
Leasehold Improvements at cost (=>\$5000)	\$27,719.00	\$27,719.00
Accumulated Depreciation	-\$18,016.85	-\$17,324.57
Total Leasehold Improvements	\$9,702.15	\$10,394.43
Buildings		
Stokes Street Renovations	\$443,592.59	\$443,592.59
Depreciation on Stokes St Renovations	-\$443,592.59	-\$443,592.59
Buildings - at Cost	\$37,295.00	\$37,295.00
Buildings - Accumulated Depreciation	-\$10,333.92	-\$9,401.54
Total Buildings	\$26,961.08	\$27,893.46
Buildings - at Valuation		
Building - at Valuation	\$25,000.00	\$25,000.00
Buildings at Valuation Accumulated Depreciation	-\$6,875.00	-\$6,250.00
Total Buildings - at Valuation	\$18,125.00	\$18,750.00
Parap Property		
7 Stokes St, Parap	\$598,652.79	\$598,652.79
Total Fixed Assets	\$675,514.53	\$670,972.55
Total ASSETS	\$2,748,598.47	\$2,579,736.62

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 2018

	This Year	Last Year
LIABILITIES		
Current Liabilities		
Creditors & Accruals		
Unexpended Grants Carried Forward	\$183,812.60	\$261,741.09
Trade Creditors	\$43,061.62	\$11,378.90
Total Creditors & Accruals	\$226,874.22	\$273,119.99
GST Liabilities		
Provisions - Current		
Provision for Annual Leave	\$142,077.85	\$159,763.75
Provision for Long Service Leave	\$118,712.00	\$128,794.50
Total Provisions - Current	\$260,789.85	\$288,558.25
Total Current Liabilities	\$487,664.07	\$561,678.24
Non-Current Liabilities		
Provisions - Non-Current		
Provision for Long Service Leave	\$0.00	\$8,772.50
Provision for MV Replacement	\$64,000.00	\$64,000.00
Provision for Redundancy	\$141,945.06	\$141,318.00
Building Planning Service Development	\$790,000.00	\$590,000.00
Total Provisions - Non-Current	\$995,945.06	\$795,318.00
Loan Accounts		
Parap Property Loan	\$693.98	\$953.24
Total Non-Current Liabilities	\$996,639.04	\$805,043.74
Total LIABILITIES	\$1,484,303.11	\$1,366,721.98
 Net ASSETS	 \$1,264,295.36	 \$1,213,014.64
 EQUITY		
Accumulated Funds	\$1,213,014.64	\$1,180,740.51
Current Year Surplus/Deficit	\$51,280.72	\$32,274.13
Total EQUITY	\$1,264,295.36	\$1,213,014.64

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 2017 through June 2018

	This Year	Last Year
INCOME		
Grant Income		
Grants/Alcohol & Other Drugs/Operational	\$534,245.04	\$443,733.00
Grants/Gambling	\$664,790.04	\$644,349.96
Grant/Gambling Red Flags	\$0.00	\$307,449.96
Grant/Self Exclusion Gambling	\$236,363.64	\$234,542.55
Grants/ Add SEG Rollout	\$0.00	\$140,426.04
Grant/Illicit Drug Counselling	\$133,436.04	\$130,227.00
Grant/AOD Indigenous Communities	\$533,634.00	\$520,800.00
Grants - Research Gambling	\$143,388.00	\$140,150.04
Grants/Other Minor	\$0.00	\$23,200.00
Grant/ Viva	\$50,000.00	\$0.00
Unexpended Grant B/Forward <F/YR	\$261,741.24	\$86,067.05
Unexpended Grant Deferred >FYR	(\$182,112.60)	(\$261,741.09)
Total Grant Income	\$2,375,485.40	\$2,409,204.51
Fee for Services Income		
Fee for Service - General	\$15,975.00	\$18,968.32
Total Fee for Services Income	\$15,975.00	\$18,968.32
Interest/Other Income		
Interest Earned	\$43,238.73	\$49,151.06
Donations/Sponsorship	\$2,837.96	\$5,201.99
Insurance Recoveries	\$0.00	\$1,362.99
Costs Recovered/Other Income	\$102,705.96	\$0.00
Program Management/Admin Fee	\$236,594.13	\$210,675.96
Total Interest/Other Income	\$385,376.78	\$266,392.00
Total INCOME	\$2,776,837.18	\$2,694,564.83
EXPENSES		
Official Travel	\$101,019.50	\$76,435.00
Repairs & Maintenance	\$143,128.18	\$116,694.97
Supplies	\$6,743.05	\$5,729.93
Services	\$75,382.34	\$72,805.83
Professional Development	\$54,730.57	\$34,029.20
Office Equipment	\$543.64	\$9,915.98
Employment Expenses	\$1,452,543.52	\$1,405,701.41
Program Expenses	\$619,359.65	\$715,799.36
Other Expenses	\$272,106.01	\$224,552.12
Total EXPENSES	\$2,725,556.46	\$2,661,663.80
Operating PROFIT	\$51,280.72	\$32,901.03
Other EXPENSES		
Prior Year Adjustment	\$0.00	\$626.90
Net PROFIT/(LOSS)	\$51,280.72	\$32,274.13

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 2018

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.

- *AASB 101, Presentation of Financial Statements*
- *AASB 108, Accounting Policies, Changes in Accounting Estimates and Errors*
- *AASB 1031, Materiality*
- *AASB 1048, Interpretation of Standards*

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.

Amity

Community Services Inc



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