

Aboriginal and Torres Strait Islander Women's Legal Services NQ



Annual Report 2017-2018

Aboriginal and Torres Strait Islander Women's Legal Services NQ Inc.

Phone Advice: Free call 1800 082 600 or (07) 4721 6007

Postal Address: PO Box 1062 Townsville Qld 4810

Email: admin@atsiwnsq.org.au

Web: www.atsiwnsq.org.au

Office Hours:

Monday to Friday 8.30am to 5.00pm

For Appointments:

Monday to Friday 9.00am to 4.00pm



2017-2018 Annual Report



Contents

Chairperson's Report.....	6
Treasurer's Report.....	9
Principal Solicitor's Report.....	11
NAIDOC Celebrations.....	31
Management Committee.....	35
Audited Financial Statements.....	37
Stakeholders.....	54
Staff.....	54
Volunteers.....	55
Acknowledgements.....	55

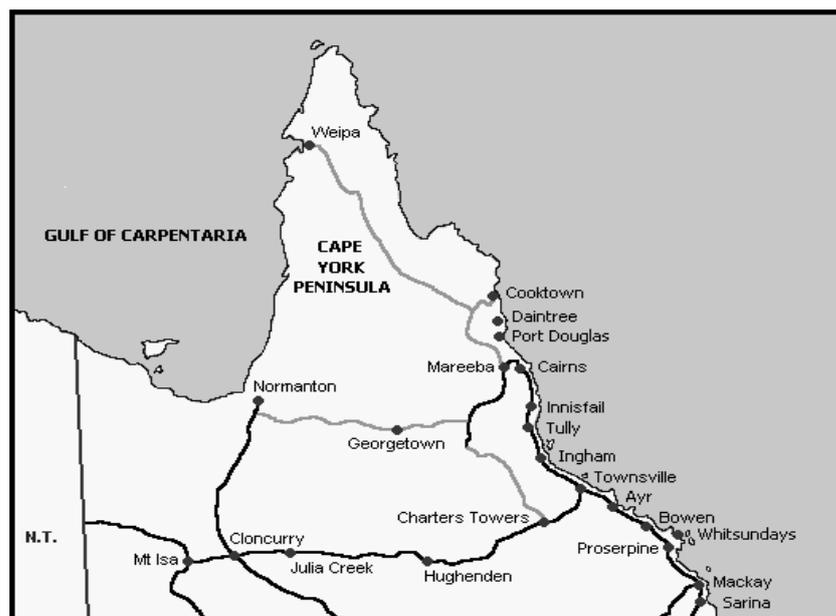
Traditional Acknowledgement

The Aboriginal and Torres Strait Islander Women’s Legal Services NQ Inc (“ATSIWLSNQ”) acknowledges the Bindal and Wulgurakaba people and all Traditional Owners across whose lands we conduct our business. We pay our sincere respects to the Aboriginal and Torres Strait Islander elders past, present and emerging.



WHO WE ARE

The Aboriginal and Torres Strait Islander Women’s Legal Services NQ Inc. (ATSIWLSNQ) is a not-for-profit, community based, culturally competent women’s legal service, developed and operated by and for Aboriginal and Torres Strait Islander women. Based in Townsville, we provide free legal services in North Queensland in an area that extends South to Sarina, North to the Torres Strait, West to the Northern Territory border and East to Palm Island.



OUR PLEDGE

- To provide an environment which is safe and culturally competent and friendly
- To provide Aboriginal and Torres Strait Islander women with information about the law and the services we offer
- To treat our clients with respect, courtesy and professionalism and to listen to their concerns
- To respond to our clients' enquiries and requests for information in an accurate and timely manner
- To provide quality legal advice and representation to the extent of our resources
- To provide Aboriginal and Torres Strait Islander women with alternative / assisted legal referral if we are unable to assist them

OUR MISSION

To provide and improve knowledge of the law; to provide access to legal services and to promote law reform for North Queensland Aboriginal and Torres Strait Islander women through community legal education, advocacy and legal representation.

OUR LOGO

The woman holding the child is the association. The flower represents the beauty of all Aboriginal & Torres Strait Islander women. The vines represent the family and keeping culture alive.

CHAIRPERSON'S REPORT

As the 2017-18 Chairperson for the Aboriginal and Torres Strait Islander Women's Legal Services NQ Inc. ("ATSIWLSNQ"), I am pleased to present the Annual Report.



ATSIWLSNQ has been providing legal services to Aboriginal and Torres Strait Islander women in the North Queensland Region for 12 years. I would like to take a moment to reflect on the staff members, Management Committee members, community events and funding that have given us the opportunity to operate.

Staff Members

The ATSIWLSNQ Management Committee values the diligence, skill and integrity of the staff at ATSIWLSNQ, in ensuring that services are professionally delivered to Aboriginal and Torres Strait Islander women.

The Management Committee would like to especially commend and congratulate the Principal Solicitor/ Co-ordinator Cathy Pereira who celebrated her 10th year this year at the service. Cathy's hard work and dedication has played a vital role in ensuring that the service continues to operate and expand in North Queensland.

On behalf of the Management Committee, I would like to acknowledge the work of the Principal Solicitor, Cathy Pereira, and the ATSIWLSNQ staff and volunteers during the 2017-18 year:

- Ada Boland (Community Development Worker, Townsville)
- Andrea Kyle-Sailor (Community Development Worker, Palm Island)
- Angela Carroll (Solicitor)
- Breanne Morrison-Beard (Paralegal)
- Cathy Pereira (Principal Solicitor/ Co-ordinator)
- Cherie McLaughlin (Office Manager)
- Erica Kyle (Admin Assistant)
- Karina Andrew (Outreach Solicitor)
- Other staff members who have left during the year: Jessica Henry (Management Assistant) and Valerie France (Governance Officer).
- Volunteers under Student Placements : Yuliana Pascoe (College of Law), Bernadine Rabeo (JCU Clinical Student)
- Other Volunteers: Courtney Burgess (JCU volunteer), Susan Willie (JCU volunteer), Tyla Leo (JCU volunteer), Hannah Gordon (University of Melbourne volunteer), and Brianna Spring (community volunteer).

Management Committee Members

In following with this year's NAIDOC theme "*Because of Her We Can*", I would like to acknowledge this year's Management Committee members who have dedicated their own

time to the governance tasks of ATSIWLSNQ. The dedication from these strong and knowledgeable women, is reflected in the service's ongoing success.

Our Management Committee members for the 2017-2018 year have been Babette Doherty, Tanya Morris, Marilyn Smith, Topsy Tapim, Glenda Duffy and Yvonne Ingram.

Funding

I would like to acknowledge both the Commonwealth and State government funders for their support for the valuable work undertaken by ATSIWLSNQ.

Department of Justice and Attorney General

I would like to thank the Queensland Department of Justice and Attorney General ("DJAG") for their continued support of the organisation. The additional funding provided by DJAG in September 2017 to support the work we do on Palm Island, has enabled ATSIWLSNQ to assist and empower more women through our duty lawyer service and Community Legal Education provided on Palm Island.

Department of Prime Minister and Cabinet

I would like to thank the Department of Prime Minister and Cabinet for its continued financial support through the funding under the Indigenous Women's Project which extends to June 2019.

Community Events

During the 2017-2018 year, the Management and Staff of ATSIWLSNQ organised and participated in numerous community events. Some of these events include:

National Apology Day Morning Tea

In February 2018, our service held a morning tea at our office to commemorate the 10th anniversary of the National Apology. We were joined by 15 local women and enjoyed listening to their stories and reflecting on the journey of our Aboriginal and Torres Strait Islander communities over past generations.



NAIDOC Morning Tea

To celebrate the 2018 NAIDOC week in July 2018, ATSIWLSNQ collaborated with other local community organisations to organise and host a community morning. Guests included Aunty Virginia Wylew, Aunty Valerie Alberts, Aunty Eva Kennedy, Gracelyn Smallwood and Committee Member, Topsy Tapim, who spoke on behalf of our organisation to over 60 attendees.

Babette Doherty

Chairperson, Management Committee 2017-2018

Aboriginal and Torres Strait Islander Women's Legal Services NQ

TREASURER'S REPORT 2017/18 FINANCIAL YEAR

Financial Year Summary:

This year has seen the continued support of two key funding programs, the Indigenous Women's Program Funding (IWP) as provided by the Department of Prime Minister and Cabinet "(PMC)", and legal and outreach services as provided by the Department of Justice and Attorney-General "(DJAG)".

A total of \$221,831 was received from PMC which represents approximately 30% of total revenue received by ATSIWLSNQ. Funding under this program is confirmed to 30 June 2019.

ATSIWLSNQ received a total of \$513,602 in core funding this year from DJAG. \$121,825 of carried forward funding from 2016/17 was also injected into the 2017/18 service program. This funding has enabled ATSIWLSNQ to provide Aboriginal and Torres Strait Islander women with the means for early intervention, reducing the level of personal and family conflict as well as providing access to quality dispute resolution, rather than costly litigation. DJAG funding has been approved to 2020. DJAG funding represents 68% of the associations revenue.

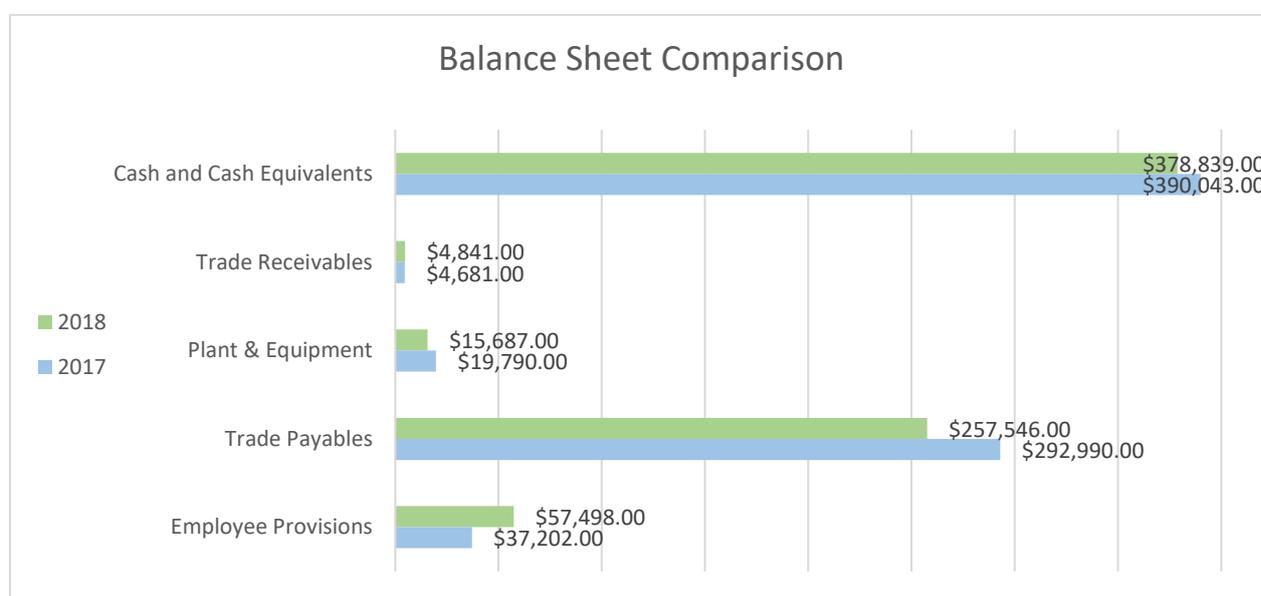
Of the total funding received, a total of \$102,016 had not been spent within the 2017/18 financial year. ATSIWLSNQ applied to DJAG to carry forward this amount to 2018/19 to support the continuation of its core services, and have allocated surplus funds to support a 6-month contract for a part time solicitor.

Other revenue of \$16,775 was also received during the year. Other revenue is made up of interest and donations.



Key Financial Information:

- Revenue has increased by 65.72% from the 2016/17 financial year.
- A total of \$378,839 currently invested in cash and cash equivalents (including term deposits). This has decreased by 2.8% from the prior year.
- At the end of the year, ATSIWLSNQ has a current position of 1.30, which means that they have sufficient current assets to be able to pay their current liabilities as and when they fall due. This is a slight decrease from prior year, which had a current position of 1.35, however this is not considered a significant reduction.
- The provision for employee benefits (annual leave and long service leave) has increased by 54.55% from the prior year. This is due to increasing leave balances as not all staff are taking the leave hours that they accrue each year.



Looking to the Future:

As previously mentioned, PMC and DJAG funding will continue to 2019 and 2020 respectively.

\$102,016 of unspent funds have been carried forward for use in the 2018/19 financial year.

Additional funding was successfully obtained last year from the Department of Justice and Attorney-General in relation to the Palm Island Outreach Program. This program aims to provide domestic violence and child protection duty lawyer services to those living on Palm Island, as well as ongoing outreach legal services and community legal education services. The program will generate \$690,275 of funding revenue over 3 years, with two years remaining on the program as at 30 June 2018.

PRINCIPAL SOLICITOR'S REPORT

The 2017-18 financial year has been a successful and hardworking year, with challenges and triumphs for the Aboriginal and Torres Strait Islander Women's Legal Services NQ ("ATSIWLSNQ").

Palm Island

A "triumph" for ATSIWLSNQ in 2017-18 was gaining approval for a stable grant of funding from the Department of Justice and Attorney General (Qld) to sustain the Palm Island outreach and domestic violence duty lawyer service for the Service Agreement period 2017-20. Thank you to the Department for valuing and enabling the work that we do on Palm Island. ATSIWLSNQ has been able to extend its involvement on Palm Island, which remains a high priority due to significant need.

The additional funding has enabled ATSIWLSNQ's Palm Island services to extend to include more regular community legal engagement and education ("CLE"). Andrea Kyle-Sailor continues as the Community Development Worker ("CDW") on Palm Island. Andrea attends community events and assists to connect women on Palm Island to legal services. Palm Island has a circuit court which sits fortnightly to deal with all criminal, domestic violence and child protection matters. Part of ATSIWLSNQ's core services under current funding is to provide Domestic Violence and Child Protection duty lawyer services for women on Palm Island at each fortnightly court sitting. Outreach solicitor, Karina Andrew, now conducts an overnight visit fortnightly to enhance community legal education on Palm Island. Karina regularly attends the women's night / mentoring group at Ferdy's Haven Rehabilitation Centre on Palm Island with Andrea, where community legal education is provided on relevant topics such as Domestic Violence awareness, financial literacy and financial abuse of the elderly. As part of core services, ATSIWLSNQ also provides advice and undertakes casework in most areas of civil / family law, for women on Palm Island.

The Palm Island service exists with the co-operation of many people and organisations, but special thanks should be given to Ms Rachel Atkinson, CEO of Palm Island Community Corporation, who made available an office in the Women's Centre on Palm Island for ATSIWLSNQ. Previously we shared an office in Probation and Parole under a temporary arrangement

“Because of her we can”

NAIDOC 2018 has been a celebration of the contributions of First Nations women to the life of their communities, families and nation. ATSIWLSNQ as an organisation has also been supported, strengthened and inspired by the women of the communities that we work for, and by the women of our Management Committee, who provide governance to our service.

I would like to acknowledge the invaluable work of the women of our management committee, both past members and our current committee and to thank them for their time, energy and encouragement in their governance of the service. The 2017-18 year has involved the committee in more than usual governance work including updated and new policies and procedures, work on the Constitution, Strategic Planning and a strong community engagement. Thank you to the women on the committee, who have been true to our purpose and have encouraged the service to continually improve the work we do and to reach the women who are most in need.

In collaboration with other community services including the Townsville Aboriginal and Torres Strait Islander Health Services (“TAIHS”), ATSIWLSNQ provided a NAIDOC Morning Tea and celebration of women on 20 July 2018. Speakers included Elders Virginia Wyles, Valerie Alberts, Eva Kennedy, Gracelyn Smallwood and Management Committee member, Topsy Tapim, who presented to the morning tea and spoke of the women who have inspired and guided their lives.

Cultural competency

As an identified service for Aboriginal and Torres Strait Islander women, ATSIWLSNQ values the importance of improving accessibility for Aboriginal and Torres Strait Islander women to legal services and strives to make the service culturally accessible. ATSIWLSNQ is wholly managed by Aboriginal and Torres Strait Islander women and maintains identified positions within the organisation.

ATSIWLSNQ actively encourages the recruitment of Aboriginal and Torres Strait Islander women for positions within the organisation. All staff undertake cultural competency training on at least a biennial basis. All staff actively participate in community events which promote the interests of Aboriginal and Torres Strait Islander women.

ATSIWLSNQ hosted a Cultural Competency Training day on 19 September 2018, with invitations and engagement of community legal centres. Special thanks to presenter and

facilitator, Glenda Duffy, for providing a stimulating and interactive training day. Special thanks also to ATSIWLSNQ office Manager, Cherie McLaughlin for organising the day.

Delivery of Services

During its 12 years of operation, ATSIWLSNQ has continued to strive to best meet the legal needs of the Aboriginal and Torres Strait Islander women who are most vulnerable in our service areas in North Queensland. Strategically, we are responsive, practice holistically, we are proactive in community by delivering “in person” community legal education directly to women in the community and we undertake complex casework including substantial court representation.

Community Legal Centres have increasingly aimed to provide a range of online services such as webinars and self-help materials including apps and generic information. While ATSIWLSNQ strongly supports all means of enhancing knowledge and accessibility to the law, many of our most vulnerable clients experience barriers to such self-help. Palm Island still experiences difficulties with internet access. Lower literacy levels in the community are also a real barrier to downloadable self-help options and generic information. Culturally, many of our clients regard face-to-face assistance as more useful in terms of providing a respectful and trustworthy way for women to participate and be supported in what is often an arduous and alien legal process. Other factors such as illness, higher levels of poverty and heavy family responsibilities call for responsive services that are supportive to women with high needs and lack of resources.

Community Engagement

Responding to the needs of the community, ATSIWLSNQ continues to place a heavy emphasis on community engagement. We employ two Community Development Workers, Ada Boland in Townsville and Andrea Kyle-Sailor on Palm Island, who provide a link with the community through organisational, direct community, school and individual engagement. The CDWs are active in community networks on Palm Island, in Townsville and in regional towns including Charters Towers, Ingham and Ayr.

In addition to the Palm Island outreach services, ATSIWLSNQ solicitors provide legal outreach services through clinics in Townsville to enhance accessibility. Angela Carroll and Erica Kyle provide regular fortnightly outreach and community engagement in Charters Towers. The solicitors take turns to participate in a fortnightly clinic at Upper Ross Community Centre, being an area of high need, the Women’s Unit at the Townsville Correctional Centre, and monthly

clinics at the Women’s Centre and North Qld Domestic Violence Resource Service (“NQDVRS”). All clinics provide advice on a range of legal areas with the exception of the NQDVRS clinic, which focuses on Victim Assist applications.

“Walk-in” and “on-demand” services and referrals

As part of its commitment to the principle of accessibility, ATSIWLSNQ is as responsive as it can be to meet the needs of women in crisis and women seeking immediate advice, legal information and / legal representation. Solicitors are required to provide phone advice on demand wherever possible and to be available to women who walk in without an appointment. We recognise that many women are in crisis or have poor access to transport and may have a small window of opportunity to obtain legal advice.

ATSIWLSNQ receives referrals from the Qld Police Service (QPS) via the online referral system, for women who require assistance in areas of civil or family law. Referrals usually arise from QPS callouts for domestic violence assistance, where a woman also needs assistance in relation to a family law or ongoing family violence issues.

Complex Casework

ATSIWLSNQ balances quick response advice, information and DV / Child Protection duty lawyer work with casework, much of which is complex. At any time, ATSIWLSNQ has 75-100+ cases open, a number of which are “complex cases”.

Complex casework often involves multiple issues and requires intense support. ATSIWLSNQ provides more than an advice service or a duty lawyer service. The women we assist with complex casework are often in crisis. Many have fractured families, and have not been able to access, or are not aware of, support services such as domestic violence support, parenting support and access to free health services including emotional wellbeing and counselling services.

A substantial amount of casework undertaken by ATSIWLSNQ includes court representation up to and including settlement or trial (subject to prior assessment of the woman’s need and the service’s capacity). The holistic approach to services requires that our clients’ legal problems are fully identified and that the support services required for women to meet their legal goals are known and accessible. Holistic services are most urgently indicated where women have low literacy levels, feel intimidated by the courts and confused by the legal processes, or where there are cultural barriers or a physical, mental or intellectual impairment. Where a client needs more services than ATSIWLSNQ provides, “warm” or “facilitated”

referrals. The solicitor or other worker makes contact with another service to ensure appropriateness and capacity and to confirm that there are no conflicts of interest.

Child protection cases frequently involve multiple issues, which can be overwhelming or confusing. Support services required often include support in relation to domestic violence, homelessness or tenancy issues, debt, parenting support, mental health and rehabilitation services.

Case Study : Complex casework

“Alice”* sought legal assistance after her child was removed by Child Safety because the father of the child had convictions for child sex offences and was committing domestic violence in the home. Alice did not wish to continue a relationship with the father of the child but he refused to end the relationship or to leave the home. ATSIWLSNQ provided legal representation and successfully obtained a Protection Order under the *Domestic and Family Violence Protection Act 2012*, prohibiting the father from entering, remaining at or approaching Alice’s home, as well as other conditions, prohibiting the Father from contacting her and naming the child as protected under the Order. ATSIWLSNQ also assisted Alice to secure her home by connecting her with NQDVRs’ “Choosing Safety” program to prevent the father from gaining access.

ATSIWLSNQ provided Alice with advocacy and legal representation in the Child Protection matters, seeking return of the child to Alice’s care. Alice essential support services. The Director of Child Protection Litigation had sought a one year short term custody order for the child, which would have resulted in the very young child being in out of home care for 1 year. With the support of ATSIWLSNQ, the child was returned to Alice’s care, and the Child Protection Application was amended to a Protective Supervision Order for six months. The Court ordered that the father have no contact. The father was subsequently convicted and sentenced for breaches of the Protection Order. (*not her real name)

Impacts of complex casework

The amount of work involved in complex cases can be very time consuming as well as placing solicitors and support staff at an increased risk of vicarious trauma. ATSIWLSNQ encourages staff to debrief and regularly provides information about its EAP (Employee Assistance Program). Staff are encouraged to access counselling if needed. Staff have also been encouraged to attend training in trauma informed practice and suicide prevention.

Public interest in cost savings

The cost savings to the community of engaging in complex casework for families in crisis is that children are more often able to remain safely at home with their parents and build a

stronger foundation for their lives. Improved educational attainment by children is more likely to lead to tertiary education or training and represents an investment in children’s futures.

Accountability

ATSIWLSNQ receives funding from the Department of Justice and Attorney General (Qld) (“DJAG”), including its Palm Island service and the Department of Prime Minister and Cabinet (PMC”), each with accountability requirements under their respective service agreements. The majority of funding received is distributed through DJAG, representing 70% of core funding. The remaining 30% is received from PMC under the Indigenous Women’s Project.

In spite of some ongoing difficulties with recording of data under the CLASS database system and inconsistencies with different reporting requirements, ATSIWLSNQ has met and exceeded the majority of its 2017-18 targets:

Table 1

Targets and Compliance

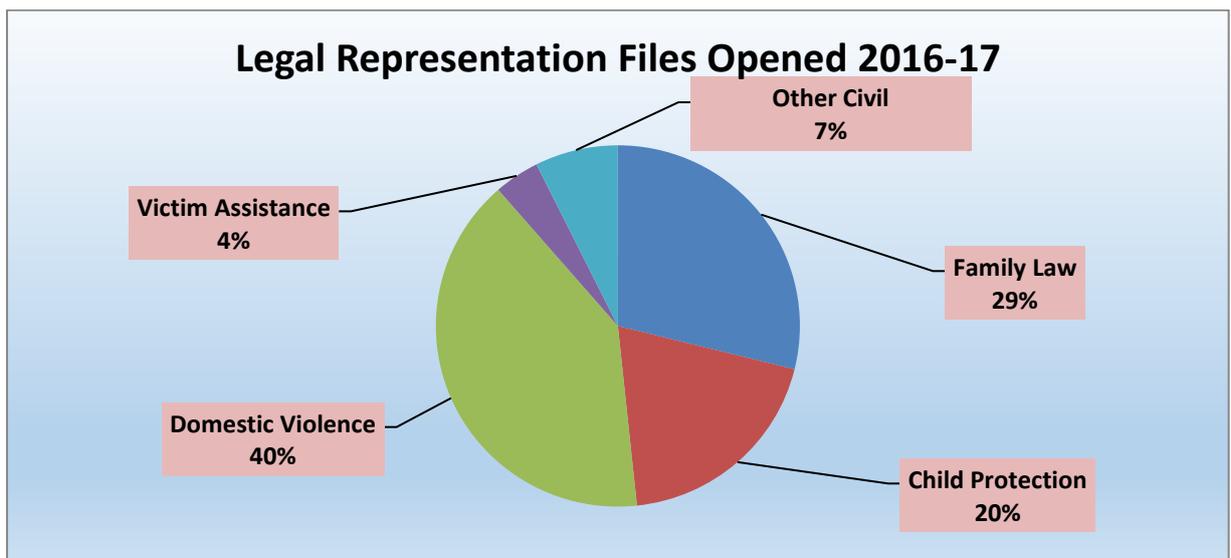
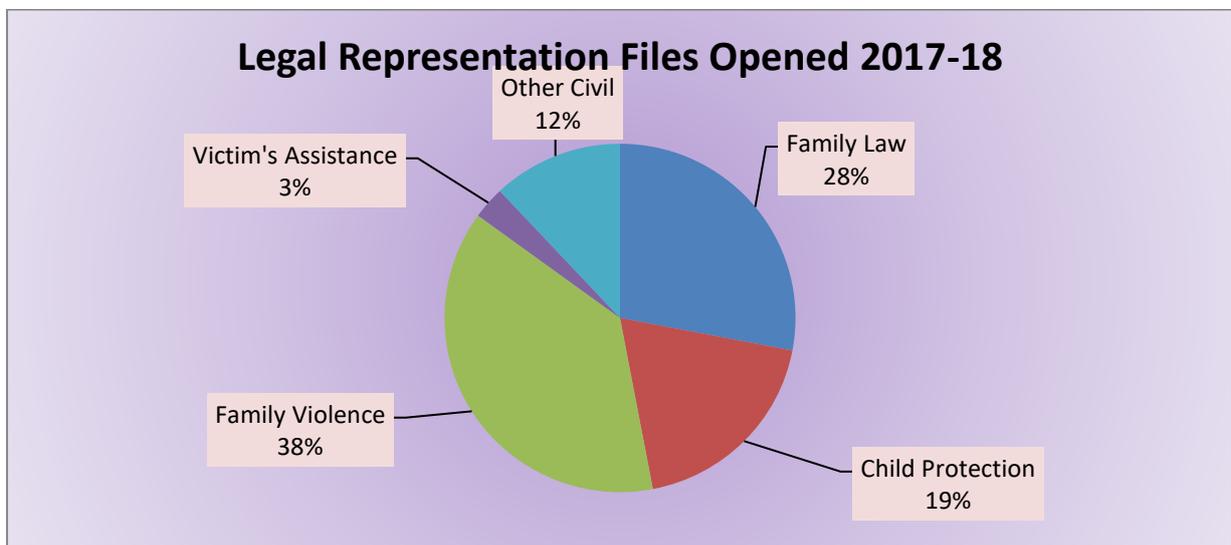
		TARGET	ACTUAL NOs	%
Information		1050	1372	130
Referral		320	484	151
Legal Advices		455	458	101
Legal Tasks		72	127	176
Duty Lawyer		27	28	103
CLE Resources		20	20	100
CLE Activities		18	18	100
Dispute Resolution	Opened		7	
	Closed	6	6	100
Court/ Other Representation	Opened	130	123	93
	Closed	130	114	88

Problem Types

The services provided by ATSIWLSNQ represent our response to client needs. The majority of work has remained consistent compared with the previous financial year, with much of the work involving children and families. The core areas of practice for the service have been Family Law, Child Protection and Family Violence. Family Violence increased noticeably in 2016-17. Based on our own work and observations, we attribute this in part to the implementation of the Specialist DV Court and a raised awareness in the community as well as greater access to legal services.

Table 2

Problem Types



Case Studies

Case Study 1: Recovery of Baby

Sara* was a young woman with a 2-month-old baby who had been living with her partner and his family, while also experiencing ongoing family violence from her partner's family members. Sara fled after she was assaulted by family members, but she was prevented from taking her baby. The family denied Sara access to her baby after she fled. ATSIWLSNQ assisted Sara by making an urgent application to the Federal Circuit Court, which heard the matter within 24 hours of documents being filed. The court ordered the return of the baby to Sara. (*not her real name)

Case Study 2: Child Protection Order avoided

ATSIWLSNQ assisted a young woman, Tania*, whose 12-month-old baby had become the subject of a Child Protection intervention. This was due to Tania experiencing domestic violence in the home and becoming homeless. ATSIWLSNQ provided legal advice and advocacy for Tania and assisted her in accessing support services. Tania secured accommodation and the support she needed, avoiding the trauma, the personal cost and the public cost of Child Protection proceedings. (*not her real name)

Case Study 3: Children returned home

Mary and Tony*, a couple with four children had all four of their children removed after the youngest child; who was a high needs baby due to extreme prematurity; became subject to a Child Protection Intervention Order. Child Safety sought a Child Protection Order that would have removed the parents' parental responsibilities for 12 months. The parents maintained that such an order was unnecessary and inappropriate. The three older children were then removed by Child Safety and the highly vulnerable baby was placed with 8 other children in a crowded foster home. ATSIWLSNQ worked together with ATSILS to secure the children's return home. Both Mary and Tony and the children's grandparents worked hard towards the children being returned to the family home, under a temporary kinship arrangement with the grandparents. The children were traumatised by their removal. ATSIWLSNQ and ATSILS provided legal representation until the matter was resolved with a 2-month "short term custody" order and the family was reunified. Mary and Tony then resumed the full-time care of the children. (*not their real names)

Case Study 4: Child Support delayed and finally paid

Karen* had a 2-year-old child and had been unable to claim child support due to the father's ongoing denial of paternity and his refusal to support his child. After all efforts for the father to admit paternity failed, ATSIWLSNQ assisted Karen to apply for a declaration of paternity and parentage Orders. After legal proceedings were commenced, the father admitted paternity. A court Order was made by consent, and Karen received 12 months' back pay of child support. The child was the winner as she finally had her father acknowledge that she was his child and her father was financially contributing to meet the child's needs. (*not her real name)

Case Study 5: Anti-Discrimination

Naomi* has an impairment. Police attended the family home in relation to domestic violence and wrongly identified Naomi as a "perpetrator". Police provided Naomi with no assistance in relation to her disability even after she requested assistance. ATSIWLSNQ assisted Naomi to make a complaint to the Anti-Discrimination Commission. Naomi had a chance to be heard in relation to her treatment by police and the matter was settled without proceeding to the Tribunal. (*not her real name)

Court Attendances and involvement with the Specialist DV Court

ATSIWLSNQ provides substantial court representation, particularly in relation to Domestic Violence, Child Protection and Family Law.

ATSIWLSNQ provides regular fortnightly duty lawyer services for women on Palm Island in relation to Domestic Violence and Child Protection. In addition to providing advice and representation on the day of court, ATSIWLSNQ undertakes ongoing legal casework including trial preparation and, if appropriate, final hearing.

ATSIWLSNQ continues to provide court and tribunal representation remotely. During the 2017-18 financial year we provided representation in the following courts and tribunals:

- The Federal Circuit Court, Townsville (family law matters)
- The Federal Circuit Court, Cairns (family law matter – phone attendance)
- Magistrates Court, Children's Court and QCAT in Townsville
- Palm Island Circuit Court (DV and Child Protection)

- Ayr Magistrates Court (Domestic Violence only)
- Mackay Children’s Court (Child Protection – phone attendances)
- Rockhampton Children’s Court (Child Protection – phone attendances)
- QCAT Brisbane (Anti-discrimination – by phone)

Feedback Survey

ATSIWLSNQ provides clients with an opportunity to provide feedback confidentially. Reported satisfaction levels have been high, and feedback is often verbal and informal rather than written or in the form of a feedback form (although some clients do complete Feedback forms).

In May 2018, ATSIWLSNQ participated in a survey organised by CLCQld to obtain feedback from CLC’s in Queensland, taking May 2018 as a sample demographic. Volunteer students assisted in the collection of data by phone. I would like to acknowledge their work and thank them for their time and dedication. Twenty-four feedback forms were obtained for the survey, by phone and email.

ATSIWLSNQ survey results demonstrated an overall high satisfaction with the organisation and the services provided. Survey participants expressed a high level of satisfaction with the service’s prompt response times and strong support for an Aboriginal and Torres Strait Islander Women’s Legal Service. The overwhelming majority of participants were aged 25-49:

Age	Number of Clients	% of Total
0 – 17	0	0%
18 – 34	11	45.83%
35 – 49	11	45.83%
50 - 64	1	4.16%
65 & Over	1	4.16%

In the 2017-18 financial year overall, 8.22% identified as having a disability and/ or mental health issues, while 4.16% of survey participants disclosed that they had a disability and/ or mental health issues.

As part of our funding requirements for ongoing representation to clients, over 90% of our clients must be financial disadvantaged. Our data indicate that 97.48% of our representation clients are financial disadvantaged.

Table 3 : Survey Q & A

Question	Response Option	Percentage
How Easy was it to contact or visit the service?	Easy	91.66%
	OK	8.3%
	Difficult	0%
How quickly did the service respond to your enquiry	Very quickly	75%
	Quickly Enough	20.83%
	Not quickly Enough	4.16%
How well did we treat you?	Very Well	83.33%
	Quite Well	4.16%
	Not Very Well	4.16%
Did you understand the advice you were given?	Understood Very Well	75%
	Understood	25%
	Didn't Understand at all	0%
How useful was the assistance provided to you in helping you to understand or deal with your legal matter?	Very Useful	83.33%
	Useful	12.5%
	Not useful at all	4.16%
Which culture do you identify with?	Aboriginal	66.66%
	Torres Strait Islander	4.16%
	Both	25%
	Non-Indigenous	4.16%
Did you find the service to be culturally appropriate?	Yes	87.5%
	No	12.5%
Do you think the community benefits by having a legal service for Aboriginal and Torres Strait Islander Women?	Yes	91.66%
	No	8.33%
Do you have a disability?	Yes	4.16%
	No	95.83%
Did you use an interpreter to assist with the activity	Yes	0%
	No	100%

Open Comments

Feedback from clients is sometimes direct verbal feedback or in text messages or emails. Some of the comments from women we have assisted include:

“Very helpful and will use the service again.”

“I live on Palm Island and ATSIWLSNQ gave me good support by coming to the police station and supporting me with my complaint.”

“[The solicitor] was amazing! Could not have gotten through everything without her.”

“Thank u so much!!! U have been amazing and so supportive I really appreciate all ur effort.”

“Thank you. I really appreciate all of your help, especially today”

“Thank you so much. I could not have done this without your help.”

“Thank you. I’m so happy to have bub home.”

“I have tears in my eyes of joy. Thank you for all you do and have done.”

Other Service Deliverables

In addition to Representation Files, ATSIWLSNQ has met its Service Deliverable Targets in all other areas (refer to Table 1: “Targets and Compliance”). Table 3 represents the remainder of Services which ATSIWLSNQ delivered in the 2017-18 year.

Information services far exceeded target levels. In part this is due to enhanced community engagement on Palm Island and in Townsville, thanks to the community work of Andrea Kyle-Sailor and Ada Boland.

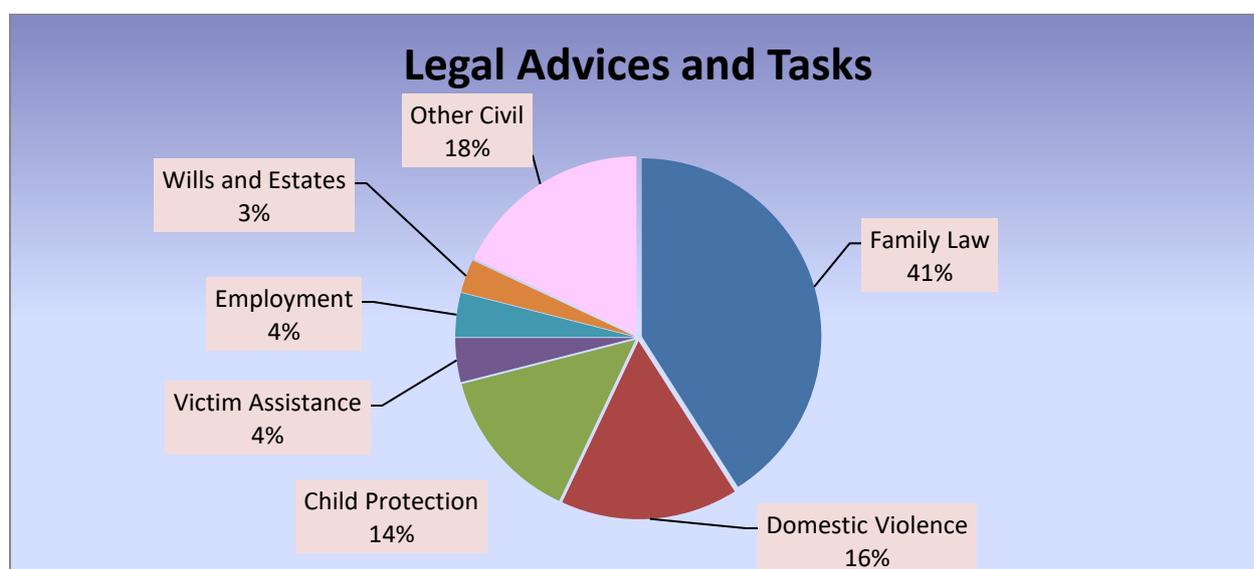
Advice and Legal Tasks

Legal Tasks were introduced under the CLASS database system and were not counted in previous financial years as the previous CLSIS database did not record these data. Targets were adjusted in the current financial year due to uncertainty about the impact of the CLASS database. We exceeded our targets for Advice and Legal Tasks. (See Table 1).

The Advice and Legal Tasks diverge from the casework. We attribute this to the fact that once representation is required, the data is transferred to a file and counts as only 1 statistic in the casework data. Table 4 provides a comparison between the current year and 2016-17 (advice)

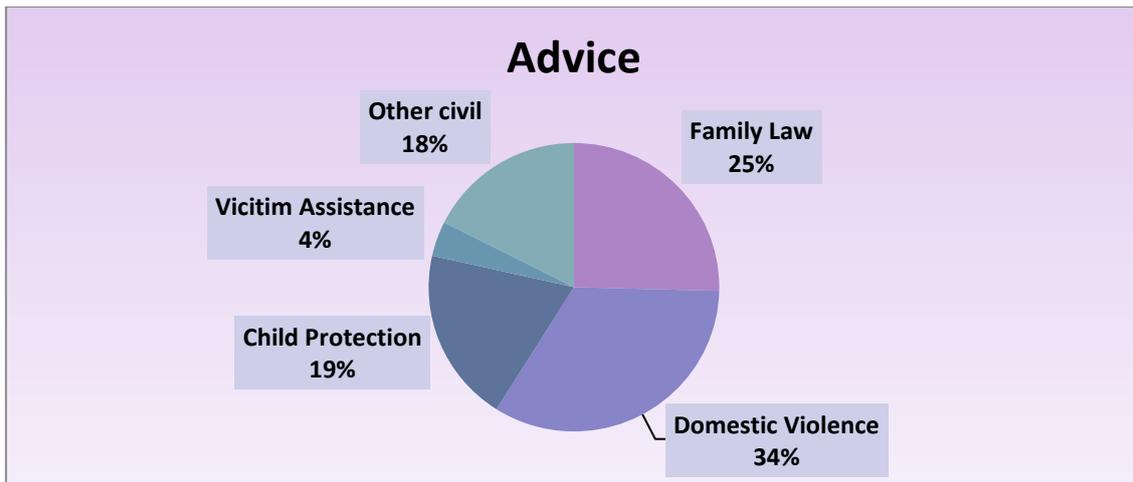
Table 4 reflects that while ATSIWLSNQ provides advice in a range of legal areas, some enquiries go no further than an advice. Sometimes this is due to lack of capacity or to the fact that the legal area is not one in which we practice. We also work in conjunction with other community legal centres and where there is a service which provides expertise in a particular area (for example employment law), we make a warm referral to that service, consistent with collaborative practice and cost efficiencies.

Table 4
Advice / Legal tasks Comparison current year and 2016-17



Legal Advice and Tasks 2017-18

Legal Advices and Tasks	No.	%
Family Law	275	41%
Domestic Violence	110	16%
Child Protection	93	14%
Victim Assistance	26	4%
Wills and Estates	17	3%
Employment	22	4%
Other Civil	118	18%
Total	661	



2016-2017 ATSIWLSNQ Advices

COMMUNITY LEGAL EDUCATION

ATSIWLSNQ has provided more presentations and developed a greater number of resources for Aboriginal and Torres Strait Islander women in the 2017-18 year and has met its targets with the contributions of all staff. The main emphasis of work has been in family violence awareness, consistent with our work strengths, and a number of CLE presentation on Palm Island in areas such as financial literacy and financial scams and elder abuse.

Table 5 is a summary of CLE and resources produced in the 2017-18 year

Area of law/ Issue	Resources
Child Protection	Updated fact sheet & "Parenting Children"
Domestic violence	Updated factsheet "Signs, safety and supports", domestic and family violence workshop discussion Palm Island, DV awareness presentation Palm Island and power point, Sexual assault, DV and children's best interests CLE, DV power point and factsheet, DV CLE to Healing Waters, How to apply for a TPO (CLE), recent changes to the DFVA CLE and power point, Specialist DV courts Palm Is, DFVA awareness (CLE) and power point
Family law	Simple power point, booklet on CLE, revised flowchart, court flow chart
Schools	Fact sheets including "school and your children"
Discrimination	Culturally appropriate plain English power point, fact sheet
Credit and Debt Other financial	Financial literacy, Elder abuse and scam awareness CLE and power point, Financial literacy and abuse (CLE) Consumer disputes CLE and power point, updated factsheets credit cards, mobile phones, funeral insurance, insurance, debt collectors, updated rental furniture, updated rent to buy

Victim assistance	Fact sheet
Guardianship	Updated guardianship factsheet
Other	Discrimination factsheet

CLE presentations have been delivered in local and outreach locations including Ferdy's Haven on Palm Island, Charters Towers, and to particular network meetings and community organisations in Townsville.

LAW REFORM

ATSIWLSNQ participates in law reform activities that are relevant to our client base. As an organisation, our Mission Statement reflects our commitment to promote law reform and advocacy for Aboriginal and Torres Strait Islander women in North Queensland. ATSIWLSNQ also values the opportunity to provide feedback to legislators on areas of law that may benefit from amendment. In the 2017-18 year, ATSIWLSNQ participated in the following law reform activities:

1. **Child Protection Reform Bill**

Written submission to the Child Protection Reform ("CPR") Bill in September 2017, addressing the issues of Permanency and supporting better Transition Planning for teenage and adult children.

2. CPR Bill – Appearance before the "Health, Communities, Disability Services and Domestic and Family Violence Prevention Committee for examination of the CPR Amendment Bill

COMMUNITY PARTNERS

ATSIWLSNQ works collaboratively with the community legal sector, other legal providers, community support services Aboriginal and Torres Strait Islander services in particular. Community partnerships have helped to build strength in promoting the safety of women and their children by improving awareness among other community organisations and increasing collaborative planning and engagement. Collaboration addresses cost efficiency in the community legal sector by sharing resources and avoiding duplication of services. Where there is a specialist or complementary service, clients have the benefit of the best service available. The following case studies are examples of collaborative work from the 2017-18 financial year.

Case Study 1

ATSIWLSNQ was assisting Naomi* with her Anti-discrimination Complaint, when she relocated to the Brisbane area. We provided options of transferring the matter to a Brisbane service or working collaboratively with a local Brisbane service. The woman elected to remain with our service and agreed to work collaboratively with Caxton Legal Service, which also has expertise in the area of discrimination. The inclusion of Caxton Legal Service was critical to the outcome as the client had a disability that required significant support. I would like to thank Brigitte Burton in particular, whose support and assistance was invaluable. (*Naomi is not her real name)

Case Study 2

ATSIWLSNQ worked collaboratively on a Child Protection matter with ATSiLS, who acted for the father of the children. The successful result was a demonstration of the “strength in numbers” principle. Both services supported the work of each other and shared counsel for hearings.

On behalf of ATSIWLSNQ, I would to acknowledge and thank our community partners during the 2017-18 year, in particular:

- Palm Island Community Corporation
- Palm Island Community Justice Group (referral pathways)
- The Women’s Group, Palm Island (collaboration for CLE)
- The Women’s Shelter, Palm Island
- Aboriginal and Torres Strait Islander Legal Service, Townsville
- Caxton Legal Service, Brisbane
- North Queensland Domestic Violence Resource Service (“NQDVRS”)
- North Queensland Women’s Legal Service (cross-referrals)
- Tonya Kyle, Westpac (collaboration for CLE)
- Jane Andreassen from the Seniors Legal and Advocacy Support Service (collaboration in relation to seniors on Palm Island)
- Maurice Blackburn and Kaylene Gregory in particular (collaboration for community events)
- Prospect Neighbourhood Centre, Charters Towers (referrals and bookings for legal clinic)
- Women’s Centre Aitkenvale (monthly legal clinic)

- Townsville Community Legal Service (“TCLS”), Legal Aid Queensland (“LAQ”), and Qld Indigenous Family Violence Legal Service (“QIFVLS”) (cross referrals and collaboration through the North Queensland Legal Aid Forum (“NQLAF”))
- James Cook University’s student placement program (3 students placed under Clinical Studies programs during 2017-18)
- Townsville Aboriginal and Islander Health Service (“TAIHS”) (referral pathways, numerous referrals for support for vulnerable women)
- Upper Ross Community Centre (outreach legal advice)
- Townsville Community Justice Group
- Legal Aid Queensland
- Police Referral system

This is not a complete list of our community partners, but represents the majority of people and community organisations with whom we have collaborated during the 2017-18.

NQLAF

ATSIWLSNQ has attended and participated in all North Queensland Legal Assistance Forum (NQLAF) meetings during the 2017-18 year.

Clinical Studies meetings and activities

ATSIWLSNQ thanks Bill Mitchell of TCLS for providing leadership, collaboration and CLC engagement in forums for student and CLC engagement for Clinical Placement students on issues of Human Rights. A further special acknowledgment to Bill for his proactive work in Human Rights and his work in support of Queensland’s pending first Human Rights Act.

Other Acknowledgements

ATSIWLSNQ thanks CLCQld for the large amount of proactive engagement with the CLC and government sectors, supporting and representing the work undertaken by CLC’s in Queensland.

ATSIWLSNQ is also indebted to Penny Sullivan, accreditation manager, for her guidance and support during the sometimes arduous process of upgrading governance procedures.

Funders and Donors

On behalf of ATSIWLSNQ I thank our funding bodies for their ongoing support for the service. In particular I would like to thank the following.

We thank the Queensland Department of Justice and Attorney General (DJAG) for its ongoing provision of funding to our service and for funding and recognising the need for our Palm Island services.

We thank the Department of Prime Minister and Cabinet for its funding under the Indigenous Women's Outreach Project.

We thank to the CLSP team, in particular Rosemarie Coxon (up to the end of 2017) and Sarah Hellen for their management of the community legal service program.

STAFF and VOLUNTEERS

Staff

I would like to thank acknowledge all of the staff during the 2017-18 year, who all demonstrated a high level of commitment, skill and dedication. Particular acknowledgements for:

Erica Kyle for her warmth and encouragement to clients attending the service, for proactively supporting the solicitors and for the quality of her work. Thank you!

Ada Boland who only joined our service in January 2018 but has made a big impact on our community engagement in Townsville. Thank you!

Cherie McLaughlin for energetic and tireless management skills that she has brought to the service from December 2017. It has made a significant different to all aspects of the service. Thank you!

Angela Carroll for the quality of her legal work and in particular her work in Child Protection. I acknowledge Angela's exceptional work with high needs clients. Thank you!

Karina Andrew and Andrea Kyle Sailor for all of their great work on Palm Island but particularly in relation to community legal education. I would like to give a special acknowledgment to Karina for her collaborative work on financial literacy with Tonya Kyle and for her skill and dedication in some complex cases. Thank you!

Breanne Morrison-Beard who provided casual paralegal work from January until September 2018 to support the work of the solicitors. Thank you to Bree for her dedication to her work with us.

Jessica Henry who held the position of Management Assistance until December 2017 and provided support for aspects of management, payroll and artistic endeavours. Jess went on maternity leave and moved back home to Normanton. We wish Jess and baby Milla-Rae and family all the best and we thank Jess for her work.

Valerie France who assisted our office from November 2017 to February 2018 with our accreditation requirements and updating our policies and procedures. We thank Valerie for her hard work.

I would also like to acknowledge Andrea Kyle-Sailor's work in the wider community. Congratulations to Andrea on her appointment to the Reconciliation Action Plan committee for the Queensland Magistrates Courts.

Congratulations to Angela Carroll for completing her 2 years of supervised legal practice and becoming an "unrestricted" practitioner.

Student Placements and Volunteers

In 2017-18, JCU law student Bernadine Rabeo was a student placement in late 2017. Yuliana was a student placement with us through College of Law right through 2018, and continues to provide ongoing paralegal support to the service. JCU students, Jessica Kay, Ashley Wickens and Tayarni Johnson undertook their Clinical Studies Placement with ATSIWLSNQ in late 2018. We thank all of the students for their energy, dedication, insights and contributions to our service.

MANAGEMENT COMMITTEE

I would like to again thank *all* of our Management Committee and extend our sincere appreciation for their ongoing support. The Management Committee members are busy in their own work, family and community lives and we appreciate that they have also provide their time and skill to the governance of ATSIWLSNQ. I speak for all staff in expressing our appreciation for their dedication and guidance to the service throughout the year.

The 2017-18 year was particularly busy in the area of governance. Management were asked to review and provide feedback on updated Policies and Procedures, which has been an ongoing process. Special acknowledgment to Marilyn Smith who provided substantial feedback in this area.

In 2017-18, the Constitutional sub-committee has also provided substantial feedback in anticipation of amending the Constitution. Particular thanks to Babette Doherty, Topsy Tapim and Glenda Duffy, who attended the sub-committee meeting and provided excellent feedback.

Management Committee also participated in Governance Training and a Strategic Planning Day during the 2017-18 year.

CPD, PII and Cross Check

CPD, PII training and Cross Check requirements were met during the year.

ATSIWLSNQ encourages staff to upskill and to improve their knowledge and understanding in their areas of expertise. Other training taken during the 2017-18 year included trauma-informed practice and suicide prevention training.

ATSIWLSNQ successfully completed its cross checks of legal files by Townsville Community Legal Service on 3 November 2017 and 28 September 2018 respectively with no issues raised.

Accreditation

ATSIWLSNQ is an accredited community legal centre and holds a current certificate of accreditation to 27 January 2020.

Cathy Pereira

Principal Solicitor / Co-ordinator



NAIDOC 2018

Because of Her, We Can

In conjunction with the theme of this year's NAIDOC, our service collaborated with various community organisations in the Townsville region to host a morning tea to remember and celebrate the strong women that have influenced our Aboriginal and Torres Strait Islander people.

We acknowledge the services that we worked with to celebrate this event:

- Big Eye Theatre
- Relationships Australia
- TAIHS
- Blaq's Diamond Women Empowerment
- Healing Waters: Tidda's Group

Special Guest Speakers at the event:

- Aunty Virginia Wyles
- Aunty Val Alberts
- Aunty Eva Kennedy
- Professor Gracelyn Smallwood
- ATSIWLSNQ Committee Member, Topsy Tapim

Below is the speech from our Committee Member Topsy Tapim:

Debe idim - kapu migi baithainga and Good morning.

First and foremost I want to acknowledge the Wulgurukaba People who are the traditional owners of the land that we gather on today for this wonderful event. I also want to acknowledge the Bindal people who they share this nation with. I pay my respect to our elders – past, present and emerging and to our wonderful elders who are here today, I thank you for coming.



For those of you who don't know me my name is Topsy Tapim, I am a proud Daureb and Waggadagam woman whose ties connects me to my father's homeland of Murry Island in the eastern Torres Strait Islands and my mother's homeland of Mabuiag Island in the western Torres Strait islands. I was born and raised in Townsville and have tried to leave several times throughout my life but there seems to be a big magnet here that continues to bring me back. So I have accepted this and am very proud to say that this is my home and this is my community.

I am very honoured to speak to you all on behalf of the board of directors of ATSIWLS. This is my very first term as a Director and have enjoyed the journey thus far. I want to share some information on the ATSIWLS and would like to bring to your attention that North Queensland has the highest population of Aboriginal and Torres Strait Islander Women of any region in Queensland. ATSIWLSNQ is the *only* legal service in Queensland which offers gendered legal assistance for Aboriginal and Torres Strait Islander women and most importantly in a culturally appropriate environment.

ATSIWLSNQ operates on 4 key principles of strengthening communities through empowerment of Aboriginal and Torres Strait Islander women. The Key principles are; **Aboriginal and Torres Strait Islander women are our own strongest advocates.** ATSIWLSNQ provides a forum for Aboriginal and Torres Strait Islander women's voices to be at the forefront of community strategies to address social and legal justice for their communities. ATSIWLSNQ is a powerful model of this principle, being managed entirely by a committee of Aboriginal and Torres Strait Islander women whose support and expertise has been forged in their individual roles within the community and their personal expertise in positions of employment.

Aboriginal and Torres Strait Islander women work collaboratively within communities and with the support of non-indigenous women who share similar concerns and needs. Through its community network ATSIWLSNQ provides appropriate referrals, sharing of information, while at the same time avoiding duplication.

Legal services focuses on capacity-building and empowerment for Aboriginal and Torres Strait Islander women. Reduction in family violence matters depends on women's access to resources and services. ATSIWLSNQ addresses Aboriginal and Torres Strait Islander women's legal needs holistically through legal representation, community legal education, outreach work in communities and regional towns and the prison.

Creating Networking and coordinating between all stakeholders is critical. ATSIWLSNQ has been active in its community networks. It recognises that effective coordination and networking at the local, regional and national levels will determine the success of implementing streamlined services for Aboriginal and Torres Strait Islander women and strengthening their capacity-building.

Just to give you all an idea of the great work they do;
The team has assisted approximately 300 clients over the year. Of these clients, 276 suffered severe financial hardship; provided 480 advices to clients; opened 117 new court representation files; provided 1852 information and referrals to client and community members. What a great effort by this team of deadly women.
Please join me in congratulating Cathy Pereira and her team for the wonderful work they do to empower women in Nth Queensland.

This year's NAIDOC theme 'Because of her, we can' is such a powerful statement. It brings to the forefront the importance to recognise and celebrate the work our deadly women have done in the past, today and how our young women can continue into the future. The theme has reminded me to reflect on all those strong women who have played a significant role in my life and by gees there has been some extraordinary women who have moulded and shaped me to be the woman I am today.

I am a proud mother of 2 beautiful daughters Teeyanna and Tajiesha and I also have 3 step sons whom I love dearly. I recently joined the deadly grandparents club whom I am a proud grandmother to my precious granddaughter Aiyanah Shantae Marie who will be celebrating

her 2nd birthday next month. As the eldest of my family, I am also big mum or big ama to many of my nieces and nephews.

Today I want to honour my beautiful mother the late Mrs Mary Tapim.

My mum was a very strict woman and because of her ways I learnt very quickly to do as I was told. Most importantly to never and I mean never talk back.

My mum instilled in me strong cultural values and traditions, and because of her teachings I am able to pass these on to my children, grandchildren, nieces and nephews.

My mum showed me the strength of love, the heart to forgiveness and the power to respect and Because of her I can.

My mum laid the foundations and set a path for me and others, so that one day I hoped to be half the woman she was.

As a leader mum was the president of the first Island women council which led to receiving the very first funding for our Aboriginal Medical centre, now known at TAIHS – As a founding member of TAIHS she was a strong advocate and marched the streets with many other of our leaders protesting for the rights of our people to gain access to culturally appropriate services in our community.

My dearest mum BECAUSE OF YOU, I CAN.

Can I please ask that we all stand for a minute silence in honour of the women who have gone before us.

In closing I want to honour all the women in the room today especially my loving sister Sonia Townson who is visiting from Kalgoorlie WA, my sister it brings me so much joy that you are here today. To all that are here, I ask that you take the time to reflect on that special women in your life who have paved the way or have inspired you in your life journey – whether it be your mother, aunty, sister, daughter and grandma, embrace the wonderful thoughts you are having and let's walk together to empower, honour, and respect each other as deadly strong women. Au essoau and Kaima esso, and thank you very much.



Management Committee

Babette Doherty

Chairperson

Chairperson 2016-2017

Vice Chairperson 7th October – 1st September 2017

2015-2016 Vice Chairperson, 2014-2015 Committee member

2013-2014 Committee member

Qualifications / Experience

- Regional Coordinator for Victim Assist Queensland
- Bachelor of Education
- Graduate certificate in Management, Trainer and Assessor
- Indigenous Development Officer and Justice of the Peace



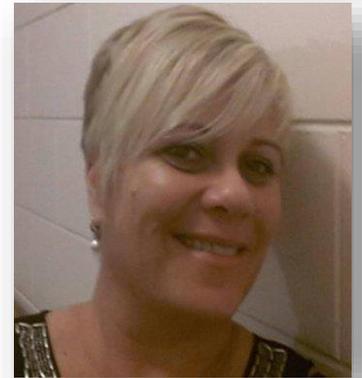
Tanya Morris

Secretary

2016 – 2017 Secretary, 2015-2016 Committee member, 2014-2015 Committee member

Qualifications/Experience

- Early Childhood Education (Community Teaching)
- Enrolled Nurse
- Justice of the Peace (Qualified)
- Diploma of Project Management
- Currently undertaking postgraduate studies in Health Promotion



Marilyn Smith

Treasurer

2016-2017 Treasurer,

2015-2016 Treasurer, 2014-2015 Treasurer, 2013-2014 Chairperson,

2012-2013 Treasurer, 2011-2012 Committee member, 2010-2011

Secretary, 2009-2010 Committee member, 2008-2009 Secretary, 2007-

2008 Committee member,

2007-2006 Vice Chairperson

Qualifications/Experience

- Bachelor of Community Welfare
- TATSICHS Social Wellbeing unit Counsellor
- TATSICHS Stronger Families Program Case worker



Topsy Tapim

Committee Member

2016-2017 Committee Member

Qualifications/Experience

- Diploma in Community Services
- Aboriginal and Torres Strait Islander First Aid Certificate
- Cultural Advisor, Mentor and Facilitator
- 25 years' experience working in the community services sector and 10 years working specifically in the Domestic and Family Violence sector
- Member of NATSIWA
- Member of First Nations Reference Group
- Member of state-wide Advisory Groups.



Glenda Duffy

Committee Member

2016-2017 Committee Member

Qualifications/Experience

- Manager of Dawn Aboriginal Consultancy
- Community Development and Community Engagement officer for both State and Federal governments.
- Research writer for James Cook University



Yvonne Ingram

Committee Member

2016-2017 Committee Member

Qualifications/Experience

- Diploma in Adult Education (Aboriginal Education)
- Aboriginal Health project Officer for Murrumbidgee Primary Health Network
- Research Assistant for The George Institute for Global Health



Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 450 961

Financial Statements

For the Year Ended 30 June 2018

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 450 961

Contents

For the Year Ended 30 June 2018

	Page
Financial Statements	
Committee Report	1
Statement of Profit or Loss and Other Comprehensive Income	2
Statement of Financial Position	3
Statement of Changes in Equity	4
Statement of Cash Flows	5
Notes to the Financial Statements	6
Statement by Members of the Committee	12
Independent Audit Report	13
Additional Schedules	14

Committee Report

30 June 2018

The committee members submit the financial report of the Association for the financial year ended 30 June 2018.

1. General information

Committee members

The names of committee members throughout the year and at the date of this report are:

Babette Doherty

Marilyn Smith

Tanya Morris

Topsy Tapim

Glenda Duffy

Yvonne Ingram

Principal activities

The principal activities of the Association during the financial year are to provide legal advice, representation and advocacy, together with associated welfare services to indigenous women and their families. There will be special emphasis on North Queensland Indigenous women and their families who face additional discrimination for reasons such as, but not limited to, poverty, displacement, social class, race, age, religion, disability, sexuality, isolation and violence.

Significant changes

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

2. Operating results and review of operations for the year

Operating result

The operating result of the Association for the financial year after providing for income tax amounted to \$ NIL(2017: \$ NIL).

Signed in accordance with a resolution of the Members of the Committee:

Chairperson:



Secretary:



Dated this day of 2018

18th day of *October*

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 450 961

Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 30 June 2018

	2018	2017
Note	\$	\$
Revenue		
Grant income	755,242	722,855
Interest received	3,774	5,588
Other income	13,001	1,818
	<u>772,017</u>	<u>730,261</u>
Expenditure		
Accounting fees	20,629	19,829
Auditors remuneration	5,500	1,500
Client support services	14,370	3,224
Depreciation expense	4(a) 5,688	8,305
Employee benefits expense	573,529	575,723
Insurance	3,475	3,830
Printing and stationery	9,949	7,829
Rent	34,139	33,129
Telephone and fax	6,364	6,036
Travelling expenses	24,934	6,482
Other expenses	2 73,441	64,374
	<u>772,017</u>	<u>730,261</u>
Surplus before income tax expense	-	-
Income tax expense	-	-
Surplus after income tax expense	<u>-</u>	<u>-</u>
Other comprehensive income	-	-
Total comprehensive income for the year	<u>-</u>	<u>-</u>

The accompanying notes form part of these financial statements.

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 450 961

Statement of Financial Position

As at 30 June 2018

	Note	2018 \$	2017 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	3	378,839	390,043
Trade and other receivables		4,841	4,681
TOTAL CURRENT ASSETS		383,680	394,724
NON-CURRENT ASSETS			
Property, plant and equipment	4	15,687	19,790
TOTAL NON-CURRENT ASSETS		15,687	19,790
TOTAL ASSETS		399,367	414,514
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	5	257,546	292,990
Employee benefits	6	37,317	20,125
TOTAL CURRENT LIABILITIES		294,863	313,115
NON-CURRENT LIABILITIES			
Employee benefits	6	20,182	17,077
TOTAL NON-CURRENT LIABILITIES		20,182	17,077
TOTAL LIABILITIES		315,045	330,192
NET ASSETS		84,322	84,322
EQUITY			
Retained surplus		84,322	84,322
TOTAL EQUITY		84,322	84,322

The accompanying notes form part of these financial statements.

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 460 961

Statement of Changes in Equity

For the Year Ended 30 June 2018

2018

	Retained Surplus	Total
	\$	\$
Balance at 1 July 2017	84,322	84,322
Total comprehensive income for the year	-	-
Balance at 30 June 2018	84,322	84,322

2017

	Retained Surplus	Total
	\$	\$
Balance at 1 July 2016	84,322	84,322
Total comprehensive income for the year	-	-
Balance at 30 June 2017	84,322	84,322

The accompanying notes form part of these financial statements.

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 460 961

Statement of Cash Flows

For the Year Ended 30 June 2018

	2018	2017
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	768,083	723,416
Payments to suppliers and employees	(781,476)	(748,299)
Interest received	3,774	5,588
Net cash provided by/(used in) operating activities	8 <u>(9,619)</u>	<u>(19,295)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of property, plant & equipment	<u>(1,585)</u>	-
Net cash provided by/(used in) by investing activities	<u>(1,585)</u>	-
CASH FLOWS FROM FINANCING ACTIVITIES:		
Net increase/(decrease) in cash and cash equivalents held	(11,204)	(19,295)
Cash and cash equivalents at beginning of year	<u>390,043</u>	409,338
Cash and cash equivalents at end of financial year	3 <u><u>378,839</u></u>	<u><u>390,043</u></u>

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Year Ended 30 June 2018

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Comparatives are consistent with prior year, unless otherwise stated.

1 Significant Accounting Policies

(a) Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and Interpretations issued by the Australian Accounting Standards Board ('AASB'), the *Australian Charities and Not-for-profits Commission Act 2012* and *Associations Incorporation Act (Qld) 1981*, as appropriate for not-for-profit oriented entities.

Historical cost convention

The financial statements have been prepared under the historical cost convention.

Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Association's accounting policies.

(b) Revenue recognition

Revenue is recognised when it is probable that the economic benefit will flow to the Association and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable.

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

Grant revenue

Grant revenue is recognised in the statement of profit and loss and other comprehensive income when the association obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the association and the amount of the grant can be measured reliably.

When grant revenue is received whereby the association incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Interest revenue

Interest is recognised as it accrues.

Other income

Other income is recognised when it is received or when the right to receive payment is established.

(c) Income Tax

The Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

Notes to the Financial Statements

For the Year Ended 30 June 2018

1 Significant Accounting Policies

(d) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(e) Trade and other receivables

Trade and other receivables are recognised at amortised cost, less any provision for impairment.

(f) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost less any accumulated depreciation.

Depreciation is calculated using a mixture of straight-line and diminishing value basis to write off the net cost of each item of property, plant and equipment over their expected useful lives as follows:

Plant and Equipment	20 - 50%
Furniture, Fixtures and Fittings	10 - 25%
Motor Vehicles	25 - 33%

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the association. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

(g) Trade and other payables

These amounts represent liabilities for goods and services provided to the association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

(h) Employee benefits

A current liability is recognised for employee benefits arising from services rendered by employees to the end of the reporting period and expected to be wholly settled within one year. This liability is measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on high quality corporate bond rates, with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in profit or loss.

Notes to the Financial Statements

For the Year Ended 30 June 2018

1 Significant Accounting Policies

(i) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables in the statement of financial position are shown inclusive of GST. The net amount of GST recoverable from, or payable to, the Australian Tax Office is included in other receivables or other payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the tax authority, are presented as operating cash flows.

(j) New, revised or amending Accounting Standards and Interpretations adopted

The association has adopted all of the new, revised or amending Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new, revised or amending Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

2 Other expenses

	2018	2017
	\$	\$
Computer expenses	10,594	3,284
Consultancy fees	2,900	-
Fees & Permits	537	-
Meeting expenses	500	1,406
Membership fees	5,878	4,436
Motor vehicle expenses	3,657	3,785
Operating expenses	30,879	32,836
Publications & info resources	991	3,686
Training & development (staff)	12,346	9,193
Utilities	5,158	5,748
Total other expenses	73,441	64,374

3 Cash and cash equivalents

	2018	2017
	\$	\$
Cash at bank	301,511	314,588
Term deposits	77,328	75,455
Total cash and cash equivalents	378,839	390,043

Notes to the Financial Statements

For the Year Ended 30 June 2018

4 Property, plant and equipment

	2018	2017
	\$	\$
<i>Furniture, fixtures and fittings</i>		
At cost	9,144	8,388
Accumulated depreciation	(6,989)	(6,761)
Total furniture, fixtures and fittings	<u>2,155</u>	<u>1,627</u>
<i>Motor vehicles</i>		
At cost	23,023	23,023
Accumulated depreciation	(13,669)	(10,575)
Total motor vehicles	<u>9,354</u>	<u>12,448</u>
<i>Plant and equipment</i>		
At cost	36,119	35,290
Accumulated depreciation	(31,941)	(29,575)
Total Plant and equipment	<u>4,178</u>	<u>5,715</u>
Total property, plant and equipment	<u>15,687</u>	<u>19,790</u>

(a) Movements in carrying amounts of property, plant and equipment

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Furniture, Fixtures and Fittings	Motor Vehicles	Plant and Equipment	Total
	\$	\$	\$	\$
Year ended 30 June 2018				
Balance at the beginning of year	1,627	12,448	5,715	19,790
Additions	756	-	829	1,585
Depreciation expense	(228)	(3,094)	(2,366)	(5,688)
Balance at the end of the year	<u>2,155</u>	<u>9,354</u>	<u>4,178</u>	<u>15,687</u>

Notes to the Financial Statements

For the Year Ended 30 June 2018

5 Trade and other payables

	2018	2017
	\$	\$
Trade payables	5,121	3,308
Revenue in advance	92,933	110,916
GST payable	20,760	23,900
Accrued expenses	17,446	14,990
Unexpended grants	102,016	121,825
Withholding taxes payable	8,395	7,335
Superannuation payable	10,875	10,716
Total current trade and other payables	257,546	292,990

6 Employee Benefits

	2018	2017
	\$	\$
<i>Current liabilities</i>		
Annual leave	37,317	20,125
Total current employee benefits	37,317	20,125
<i>Non-current liabilities</i>		
Long service leave	20,182	17,077
Total non-current employee benefits	20,182	17,077

7 Key Management Personnel Disclosures

The total remuneration paid to key management personnel of the Association is \$ 115,495 (2017: \$ 115,455).

8 Cash Flow Information

(a) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

	2018	2017
	\$	\$
Surplus for the year	-	-
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- depreciation	5,688	8,305
Changes in assets and liabilities		
- (increase)/decrease in trade and other receivables	72	(1,332)
- (increase)/decrease in prepayments	(232)	76
- increase/(decrease) in trade and other payables	(35,444)	(15,925)
- increase/(decrease) in employee benefits	20,297	(10,419)
Cashflow from operations	(9,619)	(19,295)

Notes to the Financial Statements

For the Year Ended 30 June 2018

9 Contingencies

The Association had no contingent liabilities as at 30 June 2018 and 30 June 2017.

10 Related Parties

Disclosures relating to key management personnel are set out in Note 7.

There were no transactions with related parties during the current and previous financial year.

11 Commitments

The Association had no commitments for expenditure as at 30 June 2018 and 30 June 2017.

12 Events Occurring After the Reporting Date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Association, the results of those operations or the state of affairs of the Association in future financial years.

13 Economic Dependency

The Association is dependent upon grant funding from the various government funding bodies to continue its current level of activities. Grant revenue represents 98% of total revenue and is received from the following funding bodies: Legal Aid Queensland and the Department of the Prime Minister and Cabinet. Legal Aid Queensland have confirmed that funding will continue to the association until 30 June 2020 and the Department of the Prime Minister and Cabinet have confirmed that funding will continue until 30 June 2019.

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 450 961

Statement by Members of the Committee

In the committees' opinion:

- the attached financial statements and notes comply with the Australian Accounting Standards - Reduced Disclosure Requirements, the *Australian Charities and Not-for-profits Commission Act 2012* and *Associations Incorporation Act (Qld) 1981*;
- the attached financial statements and notes give a true and fair view of the Association's financial position as at 30 June 2018 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

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

Chairperson 

Secretary 

Dated this 18th day of October 2018

**AUDITOR'S REPORT TO THE MEMBERS OF
ABORIGINAL & TORRES STRAIT ISLANDER WOMEN'S LEGAL SERVICES NQ INC.**

We have audited the accompanying financial report, being a special purpose financial report of the Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc. (the Association), which comprises, the Statement of Financial Position as at 30 June 2018, the Statement of Profit or Loss and Other Comprehensive Income for the year then ended, Statement of Changes in Equity, Statement of Cash Flows, notes comprising a summary of significant accounting policies, other explanatory information and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the Association.

Committee's Responsibility for the Financial Report

The committee of the Association is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the *Associations Incorporation Act 1981 (Qld)* and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal controls as the committee determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in conjunction with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association'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 association's internal control. An audit also includes evaluating estimates made by the committee, as well as evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Audit Opinion:

In our opinion, the financial report as set out on pages 1 to 12, presents fairly, in all material respects with the accounting policies described in Note 1 to the financial statements and the requirements of the *Associations Incorporation Act 1981 (Qld)*, the financial position of the Association as at 30 June 2018 and its financial performance for the year then ended.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of the *Associations Incorporation Act 1981 (Qld)*. As a result, the financial report may not be suitable for another purpose.

Dated at Townsville, 19th of October 2018

First Reserve Financial

Ian Bolton

I.J. Bolton FCPA

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 450 961

Statement of Income & Expenditure

Commonwealth - Department of Prime Minister and Cabinet (4-1G19HFC)

For the year ended 30 June 2018

	2018 \$	2017 \$
Income		
Operating grants	221,831	221,831
Unexpended grants (B/F)	-	-
Other income	5,227	2,220
	<u>227,058</u>	<u>224,051</u>
Expenses		
Accounting	7,547	7,063
Advertising & Promotion	404	1,783
Audit	1,994	534
Bank charges	44	77
Bank guarantees	93	339
Cleaning	3,599	2,227
Client support	4,895	2,342
Computer expenses	3,841	1,319
Consultancy fees	1,051	-
Depreciation expense	4,638	1,311
Equipment hire	915	1,189
Equipment purchases <\$1000	(275)	3,014
Fees & Permits	195	-
Insurance	1,238	1,364
Meeting expenses	181	536
Motor vehicle expenses	1,326	1,263
Postage, freight & courier	595	560
Printing & stationery	3,520	2,813
Program resources	32	-
Publications, memberships & subscriptions	2,476	2,893
Rent	12,404	10,746
Repairs & maintenance	414	100
Employee benefits expense	156,680	171,876
Staff amenities	646	1,106
Sundry expenses	933	1
Telephone & fax	2,307	2,150
Training & development (Staff)	4,520	3,279
Travel & accommodation	8,974	2,143
Utilities	1,870	2,023
	<u>227,058</u>	<u>224,051</u>
Excess of Income over Expenditure	<u>-</u>	<u>-</u>

Aboriginal & Torres Strait Islander Women's Legal Services NQ Inc

ABN: 42 109 450 961

Statement of Income & Expenditure

State - Department of Justice & Attorney-General (LASF001-2017-20)

For the year ended 30 June 2018

	2018 \$	2017 \$
Income		
Commonwealth Funding (AG)	513,602	451,949
State Funding (LPITAF)	-	48,028
Grants brought forward	121,825	122,872
Other income	11,548	5,183
	<u>646,975</u>	<u>628,032</u>
Expenses		
Accounting	13,083	12,765
Advertising & Promotion	602	3,223
Audit	3,506	966
Bank charges	76	1
Bank guarantees	164	173
Cleaning	4,856	5,228
Client support	8,872	4,130
Computer expenses	6,753	1,965
Consultancy fees	1,849	-
Depreciation expense	1,050	6,994
Equipment hire	1,378	1,966
Equipment purchases <\$1000	1,279	5,447
Fees & Permits	343	-
Insurance	2,237	2,465
Meeting expenses	318	869
Motor vehicle expenses	2,331	2,523
Postage, freight & courier	1,047	1,012
Printing & stationery	6,428	5,015
Program resources	57	-
Publications, memberships & subscriptions	4,394	5,229
Rent	21,735	22,383
Repairs & maintenance	721	181
Employee benefits expense	427,659	403,845
Staff amenities	1,136	1,960
Sundry expenses	1,956	2
Telephone & fax	4,058	3,886
Training & development (Staff)	7,826	5,914
Travel & accommodation	15,959	4,339
Utilities	3,288	3,725
	<u>544,959</u>	<u>506,207</u>
Excess of Income over Expenditure	<u>102,016</u>	<u>121,825</u>
Unexpended grants	<u>102,016</u>	<u>121,825</u>

Stakeholders

- Community Legal Centres Queensland
- Legal Aid Queensland
- Townsville Community Legal Service
- North Queensland Women's Legal Service
- Queensland Indigenous Family Violence Legal Service
- ATSILS
- Relationships Australia
- Victim Assist
- Police Support Link
- The Women's Centre, Aitkenvale
- The Court Network
- North Queensland Domestic Violence Resource Service
- TAIHS
- Townsville Community Hub
- Garbutt Community Hub
- Upper Ross Community Centre (Community Gro)
- North of Townsville Community Hub
- Prospect Community Centre
- Burdekin Community Centre
- Malanbarra Community Hub
- Flora House
- Red Cross
- Anglicare
- Yumba Meta Dale Parker
- Palm Island Community Council
- James Cook University
- Big Eye Theatre

Current Staff

- Principal Solicitor / Coordinator : Cathy Pereira
- Office Manager: Cherie McLaughlin
- Admin Assistant: Erica Kyle
- Community Development Worker (Palm Island): Andrea Kyle
- Community Development Worker (Townsville): Ada Boland
- Solicitor: Angela Carroll
- Solicitor: Karina Andrew
- Paralegal: Breanne Morrison-Beard

We also offer our best wishes to staff who have left us during the 2016-17 period

- Management Assistant: Jessica Henry (2012 – 2017)
- Governance Officer: Valerie France (2016-2017)

Volunteers

- Student: Yulianna Pascoe
- Student: Bernadine Rabeo
- Student: Hannah Gordon
- Student: Jessica Kay
- Student: Ashleigh Wickens
- Student: Tarnia Johnston
- Admin: Courtney Burgess
- Admin: Tyla Leo
- Admin: Susan Willie
- Solicitor: Annette Douglass
- Community: Brianna Spring



Acknowledgements

ATSIWLSNQ Funding Bodies

- Department of Justice and Attorney-General (Queensland)
- Department of Prime Minister and Cabinet



Queensland
Government



Australian Government

**Department of the
Prime Minister and Cabinet**



Australian Government

Attorney-General's Department