



**Family Planning Welfare Association of the Northern
Territory Incorporated Annual Report**

2016-2017

*Providing quality service that promotes reproductive and sexual
health.*

FPWANT

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Acknowledgements

FPWANT wishes to gratefully acknowledge its members as well as thank the following organisations and individuals for their continued support and financial assistance during

2016–2017:

Northern Territory Government -Departments of Health, Business, Education and Gaming and Licensing, Ansell International, NT Primary Health Network, Territory Technology Solutions, The Groove Café.



Photos: CEO's in Adelaide and our front door Coconut Grove

Family Planning Welfare Association of the NT Inc. Annual Report 2016– 2017 was presented at the AGM held on October 16th 2017 in Darwin on behalf of its members, staff and board. Cover photo *RESPECT* – thank you to Lana Twyford who kindly donated her work of art.

Family Planning Welfare NT Overview

Family Planning Welfare Association NT is a non-government organisation (NGO) responsible to a governing board of volunteers.

In 1973 the Family Planning Association of the Northern Territory Inc. (FPANT) delivered family planning services through established NGOs. Because of operational and administration advantages, FPANT, which later changed its name to Family Planning Welfare Association of the Northern Territory Incorporation (FPWANT), commenced the devolution of its services to FPWNT. This process was completed in September 1997.

Each Australian state and territory has a lead family planning organisation and together they constitute the primary membership of Family Planning Alliance Australia (FPAA). FPAA is the nation's peak body in reproductive and sexual health. It promotes advances in public health through policy, insight and advocacy. FPAA does not provide clinical or education services. FPAA is a member of the International Planned Parenthood Federation (IPPF). IPPF, FPAA and FPWANT are guided by the outcomes of the 1994 UN Population Fund (UNFPA) International Conference on Population and Development (ICPD). FPWANT is a member of the Asia Pacific Alliance.

The 1994 ICPD was a milestone in the history of population and development, as well as women's rights. At the conference, 179 countries agreed to a 20-year Programme of Action, focusing on individuals' needs and rights, including concrete goals such as providing universal education and ensuring universal access by 2015 to reproductive health care, including family planning, assisted childbirth and prevention of sexually transmitted infections. UNFPA website, www.unfpa.org.

On 1st January 2016, the 17 Sustainable Development Goals (SDGs) of the 2013 Agenda for Sustainable Development – adopted by world leaders in September 2015 at an historic United Nations summit – officially came into force. Over the next fifteen years, with these Goals that universally apply to all, countries will mobilize efforts to end all forms of poverty, fight inequalities and tackle climate change, while ensuring that no one is left behind. Countries have the primary responsibility for follow-up and review of the progress made in implementing the Goals, which will require quality, accessible and timely data collection.

The three Goals that relate to Family Planning Welfare Association NT:



Goal 3: Ensure healthy lives and promote well-being for all at all ages.

3.4 By 2030, reduce by one third premature mortality from non-communicable diseases through prevention and treatment and promote mental health and well-being.

3.7 By 2030, ensure universal access to sexual and reproductive health care services, including for family planning, information and education and the integration of reproductive health into national strategies and programmes.

3.8 Achieve universal health coverage, including financial risk protection, access to quality essential health care services and access to safe effective quality and affordable essential medicines and vaccines for all.

Goal 4: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all.

4.5 By 2030, eliminate gender disparities in education and ensure equal access to all levels of education and vocational training for the vulnerable, including persons with disabilities, indigenous peoples and children in vulnerable situations.

Goal 5: Achieve gender equality and empower all women and girls.

5.1 End all forms of discrimination against all women and girls everywhere.

5.2 Eliminate all forms of violence against all women and girls in the public and private spheres, including trafficking and sexual and other types of exploitation.

5.3 Eliminate all harmful practices, such as child, early and forced marriage and female genital mutilation.

5.6 Ensure universal access to sexual and reproductive health rights as agreed in accordance with the Programme of Action of the

International Conference on Population and Development and the Beijing Platform for Action and the outcome documents of their review conferences.

Management

FPWANT is governed by a voluntary Board of Management (BoM) who is elected by general members at an Annual General Meeting. The BoM meets regularly to determine FPWANT policy, and is responsible for the governance of FPWANT. All operational matters are the responsibility of the Chief Executive Officer (CEO). The Public Officer for the Association is appointed by the BoM.

Funding

FPWANT is partially funded by the NT Department of Health and the Commonwealth Department of Human Services. FPWANT generates its own income from annual memberships, training fees, donations and project grants.

Photo: Defence Force Expo Welcome to the NT



Photo: LGBTQI Expo Charles Darwin University



Photo: High School Healthy Lifestyle Expo

Board of Management 2016 – 2017

Board Attendance List:

Board Member	August	Sept	Oct & AGM	Jan	March	May	June
President Suzanne Belton	✓	✓	✓	✓	✓	Leave granted May 2017	
Vice President/Treasurer Shelly Holland	✓	✓	✓	✓	✓	✓	✓
Secretary Anne Davis	✓	✓	✓	✓	✓	✓	✓
Treasurer Fataneh Misaghi		✓	Resigned September 2016				
Board Member Sally Bolton		✓	✓	✓		✓	✓
Board Member Kim McKenzie			✓	✓	✓	✓	
Amy Williams							✓
CEO Robyn Wardle	✓	✓	✓	✓	✓	✓	✓
Total Meetings x 7	✓	✓	✓	✓	✓	✓	✓

Family Planning NT Board of Management

Associate Professor Suzanne Belton is a medical anthropologist at the Menzies School of Health Research in Darwin. She is the manager of Regional Engagement with the NT PHN. This is her fifth report as Chairperson of the Board of Management for Family planning Welfare Association NT. Her research interests include maternal health outcomes, reproductive health rights and cross-cultural health. She received her PhD in 2005 from the University of Melbourne and has worked in China, Thailand, Indonesia, Timor-Leste and remote Australia. She is published in *Medicine and Social Science*, *Health Care for Women*, *International Midwifery and Reproductive Health Matters*. She has written book chapters in *Becoming a Mother: A cross cultural perspective on reproduction and childbearing* (2007) and *Abortion in Asia: Local Dilemmas, Global Politics* (2010). She advocates for better sexual and reproductive health services in Australia

Anne Davis is a registered nurse, a midwife who worked in a variety of medical, surgical and midwifery settings until arriving in the Territory in 1998. Since then she has worked in remote communities in the areas of health service management and sexual reproductive health. She has undertaken two major health projects: the Donovanosis Eradication Project and the setting up of the Darwin-based Midwifery Group Practice. Anne is currently the sexual health coordinator for the Tiwi Islands.

Fataneh Misaghi joined the board in November 2015 and became our treasurer. Fataneh's qualifications lie in finance and she is currently working with NT Catholic Schools.

Sally Bolton joined the Board in 2014. She is a senior family lawyer by profession and works at the Northern Territory Legal Aid Commission. Sally has a strong commitment to social justice in its many guises. She celebrated a decade in the Territory, most of them below the Berrimah line. Sally brings a non-medical perspective to the Board and enjoys contributing to the promotion and improvement of women's rights and women's health.

Shelly Holland is currently the Business Development Manager for D&H Agencies. Responsible for the commercial success of projects, working collaboratively with clients to ensure commercial advantage. Implements the sales delivery element of the commercial

Our Workforce is small considering the NT has the highest rates of STI's and unplanned pregnancies in Australia.

Part-Time: 35% Casual: 59%
Full time: 6%

Employment service:

53% <5 years 35% >5 years,

6% > 15years, 6% >25years

Gender: Male 6% Female 94%

sector marketing plans, interacting across appropriate functions and promoting to customers NPD and specific targeted strategies.

She thinks outside of the square and has a way of just getting the job done where others have failed. Shelly has a strong background in Business Development and fundraising, and has been promoting the health of Territorians for the last five years by raising money and increasing exposure for various health organisations.

Kim McKenzie is a Registered General Nurse. She also holds a Bachelor of Arts with honors from the Australian National University and a Certificate 4 in Training and Assessment. She worked at Executive Level in the Commonwealth Departments of Health and Immigration, before moving to the Northern Territory ten years ago. Since then she has lived and worked in remote communities and expanded her knowledge greatly.

Amy Williams is a solicitor with the North Australian Aboriginal Justice Agency NAAJA. Amy is passionate about civil law and women's rights in the NT. Having moved to Darwin from Hobart a few years ago Amy is keen to support Family Planning NT's board.

President's Report



The Board continued to provide governance support for the CEO and organisation while also overseeing an enormous change in how abortion is provided in the Northern Territory with the passage of the 'Termination of Pregnancy Bill'. Previously all women were referred to hospital specialists for surgery due to legal requirements. Since the legal change in July 2017, which decriminalised most abortions and changed the way abortion can be clinically provided, the demand for early medical abortion with tablets has been overwhelming. We hope that it has reduced waiting times, offered alternatives to traveling interstate and provided an enabling environment for stigma-free reproductive

health care for Territory women. Family Planning Welfare Association NT is the second Family Planning organisation to offer early medical abortion service in Australia in a not-for-profit model. We are a progressive organisation.

The Northern Territory Government has worked very hard with us to implement these profound changes. A lot of work has been done to produce evidence-based guidelines, patient and provider information, train primary health care providers and link services like medical imaging and pathology testing. The Minister of Health has promised to review these aspects of care and we look forward to participating in that process to further improve services and ensure that abortion in primary care is accessible, acceptable, appropriate, high quality and affordable.

Fully aware our annual report is dated 2016 to 2017 I would like to mention, in August 2017, I was invited to speak at the 'Children by Choice' conference in Brisbane and the audience celebrated the NT's progress and success in reforming abortion law. Together with Associate Professor Barbara Baird, we presented the history of abortion law in the NT. Sometimes history repeats and here is my list of parallels between 1973 when the first law was passed in parliament and the present. Think of the time span from Abba and flairs to Lady Gaga and iphones!

- NT perceived as an underdeveloped masculine frontier
- Reforms led by feminist middleclass professional white women often linked to Family Planning Welfare Association NT

- Female journalists took up the messages in mass media
- NT women were travelling interstate to better faster abortion services
- Senior doctors were often conservative and anti-abortion
- Lack of credible data from which to draw public health policy
- Public largely supportive and wanting social change
- Bills written and introduced by elected women in parliament
- Bill contested and negotiated and concessions made to get it passed
- Lots of 'concern' about women's safety as a ruse for no reform
- Opposition from vocal minority religious people
- Small group of (elected) white Christian male politicians blocked and voted against abortion reform
- Aboriginal women not as engaged and have different family priorities
- After Bill passes immediate change in clinical provision of services and uptake by women
- Safer, evidence-based clinical abortion practice provided after the law reform
- Remains publicly funded

That list surprised me as to how many things were similar in the past and now.

In conclusion, I would like to thank Shelly Holland, Anne Davis, and Kim McKenzie for their on-going work with the Board and express thanks to Sally Bolton and Fataneh Misaghi who have left. I would like to welcome a new Board member Amy Williams, as well as new staff to Family Planning Welfare Association NT: Belinda Collins, Zoe Wakefield, Peta Jane Goodrem, Dr Jacqui Murdoch, Tomomi Yamamoto. During this year some staff left us and I would like to express the Board's appreciation for their services to sexual and reproductive health: Diana Powell, Deborah Frost, Jillian Briggs, and Doctors Paul Rodrigado and Penelope Steele.



Dr Suzanne Belton

President

Treasurer Report

FPWANT is pleased to present our audited financial statements for the year ended 30th June 2017 prepared by Susanne Lee and Associates Pty Ltd. This year, we incurred a net operating loss of **\$37,730.25**.

This loss was due to Medicare claims not covering our clinician salaries and a notable decrease in client attendance over the past twelve months. Our future planning to improve client attendance is currently underway and we have already noticed improvements in July 2017.

We continued to operate on a very frugal budget, managed to increase our self-generated funding activities and our quality services were never compromised.

Staff are to be congratulated for maintaining services that are operating within a tight budget. Self-generated funds allowed us to support community health promotion, education and continue to operate a drop in Saturday clinic.

Core funding from the Northern Territory Government, service agreement will expire in June 2019 and we remain hopeful a five year service agreement will be considered and supported. We thank the Northern Territory Government for their continued support.

I am pleased to provide this report and know that the organisation can carry this financial loss however we need to ensure our funding position improves over the next twelve months so that quality services can continue to be provided to the community.

Shelly Holland

Treasurer

CEO Report



Welcome to Family Planning Welfare Association of the NT (FPWANT) Incorporated annual report. This report highlights our many achievements and provides an insight into the breadth and depth of the services we offer. Our organisation works hard and provides quality services.

FPWANT core business continued strongly in 2016–2017 with the organisation focusing on education and community health promotion. Peripheral to our core business we continued to fundraise to support our community education programs and continued to advocate for reforming the Northern Territory *Medical Services Act*. In March our efforts were recognized and changes to the *Medical Services Act* were supported by the NT parliament. Women in the NT will now be able to access pregnancy choices and have less restrictive barriers to acquiring a termination of pregnancy. The new legislation will commence July 1st.

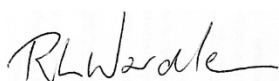
As I look back at the year, you realize the underestimated volume of work everyone has achieved and the positive feedback received from our clientele and stakeholders. Thank you to our workforce who have managed to maintain a work place of quality, high standard and very much respected.

Continuous quality improvements have always been a focus for our organisation and we spend valuable time in reviewing and updating our service and systems. Each year we find another way of improving our performance, adding new systems that help with our time management and improve the way we deliver services. Next year we will be offering electronic client survey options meaning no paper. We have now joined the NBN and our employees have noticed a faster network access. Planning for our new service, offering medical terminations of pregnancy is well underway and will commence July 1st. We have joined in partnership with the top end health services to support antenatal care. We have planned for our registered training organization reaccreditation that will take place in December and we will be undertaking clinical accreditation next year.

FPWANT is a primary member of Family Planning Alliance Australia (FPAA) and we are proud to contribute our time and expertise to current national projects and advocacy campaigns. Staff value the chance to contribute to reproductive sexual health national agenda's and are determined that the voices of Territories are being heard.

In March, I celebrated 30 years of working with Family Planning NT. I would like to thank the board and staff for a wonderful celebration. I love my job and working with passion people who want to contribute to a person's well-being.

In conclusion, a special thank you to the board of family planning for another wonderful and exciting year.



Robyn Wardle
Chief Executive Officer

Photo: March 2017 Medical Services Act changed. Hon Chief Minister Michael Gunner, Hon Minister Natasha Fyles and WhatRU4NT committee members.



Constitution

CONSTITUTION OBJECTS OF THE ASSOCIATION

- a) To assist and relieve individuals distressed by experiences associated with human relationships and human sexuality.
- b) To promote sexual health.
- c) To improve the quality of human relationships.
- d) To promote individual choice and personal responsibility in human sexuality.
- e) To develop a community awareness of the services provided by The Family Planning Welfare Association of Northern Territory Inc.

f) To attain the preceding objects by actions not limited to:

- Provision of centres to which professionals community agencies and members of the public may refer in matters of human relationships and human sexuality.
- Provision of quality medical, clinical and advisory services to individuals and communities in matters relating to promotion, attainment and maintenance of health in areas of relationships, sexuality, fertility and reproduction and in alleviation of distress or disease adversely impacting on these areas.
- Provision of specialist training of health and other professionals in matters relating to promotion, attainment and maintenance of health in areas of relationships, sexuality, fertility and reproduction and in alleviation of distress or disease adversely impacting on these areas.
- Provision of referrals and advice to distressed individuals of alternative services not provided by the Association but which are provided by other appropriate government or non-government agencies or bodies.
- Provision of training programmes to meet in-service needs and maintain professional standards for the Association.
- Provision of educational programs and training programs intended to advance the health, welfare and well-being of individuals and groups in the Northern Territory community.
- Promotion of such legislative, social and administrative reforms as may be relevant to the objects of the Association. _____

Workforce Development & Community Education Report

I would like to start by thanking all members of the education team: Genevieve Jobson (Education Officer), Jillian Briggs (Community Educator), Doctor Paul Rivalland (Medical Educator), Doctor Jacqui Murdoch (acting Medical Director), Diana Powell (Administration officer) and our newest recruit to the team Belinda Collins (Administration Officer). This team has worked hard to raise the profile of the organisation and has driven many new and exciting projects designed to build the capacity of the healthcare workforce and the wider community. We would also like to thank other staff who have supported education this year: Kirsten Thompson, Pete Jane Goodrem and Kerry Reader.

This year we said farewell to Doctor Penny Steele and Diana Powell, who both have moved onto other challenges in Darwin. Doctor Jacqui Murdoch also left us to have her baby. Our year started with a vacant education manager position, recruitment for this position has taken time and we are very happy the position is now filled.

This year's report highlights the goals outlined in our strategic plan to demonstrate achievements, challenges and improved access to education and training for our priority groups.

We were successful in gaining a number of grants this year. The Northern Territory Government community benefit grant supported health professional education resources. The education team were able to purchase a number of books and teaching models plus an IT Tablet for students to utilize in our training programs. Another successful grant came from the Primary Health Network (PHN) to undertake a research project in *Telehealth options for reproductive sexual health in remote locations*. A site visit to Palumpa was arranged and this visit gave us valuable information. The project also included researching options for connections to remote locations.

Whilst Family Planning can celebrate 43 years of delivering continuous educational services across the NT we were all very pleased to have assisted 176 health professionals and a further 25 health students in workshops. We strongly believe training and communication are necessary to achieve better health outcomes.

Accredited Training

FPWANT is the lead training organisation in reproductive and sexual health in the Northern Territory. We hold Registered Training Organisation (RTO) accreditation, and continually work towards compliance with accreditation standards. The two units on our scope of practice, HLTAHW026 *Provide information and strategies in sexual health for men* and HLTAHW027 *Provide information and strategies in sexual health for women*. Both units are part of the Aboriginal Health Workers National health training package module. This year we delivered unit HLTAHW027 training in Alice Springs, Katherine and Darwin. All our training is supported by Aboriginal health workers, cultural advisors. We had no student interest in the unit HLTAHW026 and therefore no delivery.

The table below shows the number of participants and locations of skilled health professionals that attended the unit this year.

Participants	Darwin region	Remote Nurses	Aboriginal Health Workers
56	12	42	2
<i>Location:</i> Adelaide River, Milikapiti, Nauru, Belynen, Nhulunbuy, Alyangula, Beswick, Laramba, Yuendumu, Hermannsburg, Papunya, Willowra, Haast Bluff, Lajamanu, Wadeye, Yirrkala, Galiwinku, Maningrida, Ord Valley Kimberley, Darwin, Katherine, Tennant Creek, Alice Springs.			

FPWANT has engaged with a number of partner organisations in industry consultation to guide this unit content. This resulted in successful partnerships with, Centre for Disease Control (CDC), Northern Territory Aids and Hepatitis Council (NTAHC), Department of Health (DoH), Aboriginal Medical Services Alliance NT (AMSANT) and Headspace. These partnerships are invaluable and ensure ongoing service delivery to meet the needs of priority populations.



Photo: Unit HLTAHW027 May participants in Darwin

Certificate in Reproductive and Sexual Health for *Doctors* and *Nurses*

The Family Planning Australia Alliance (FPAA) Certificate in reproductive and sexual health for *doctors* was delivered in Darwin in August. 10 participants completed both written and oral assessments on day five and all gained competency. This course is delivered each year and our evaluations always positive. Attending doctors came from across the NT: Katherine, Alice Springs, Jabiru, Palmerston and Darwin and one doctor from Dubai.

The Certificate in reproductive and sexual health for *nurses* was not held during this year. Applications were very low in 2016 causing the scheduled course to be cancelled. We continued to promote the specialized training and now very pleased to be delivering the course in September 2017.

Professional Development workshops

During the year, we delivered a number of professional development workshops. The most popular was the medical termination of pregnancy workshop attended by 54 health professionals. The workshop focused on providing information and assistance in understanding the new legislation and how to proceed in your own clinic environment.

Progesterone implant insertion workshops were delivered for doctors and nurses.

Reproductive sexual health updates were given to doctors at Robertson barracks, midwives at the Royal Darwin hospital antenatal clinic and community youth workers at Darwin Headspace.

Headspace and Family Planning also discussed the possibility of partnerships in delivering clinical services.

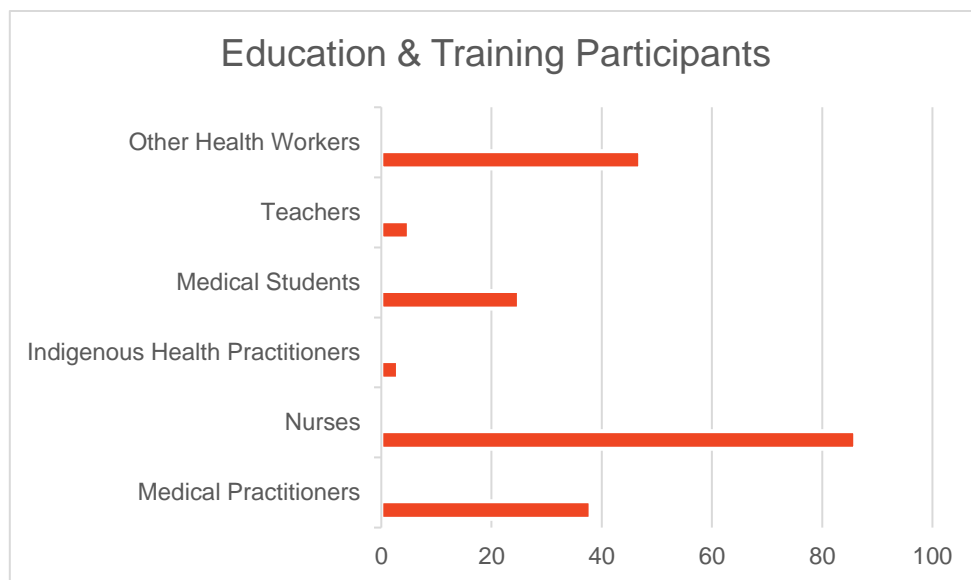
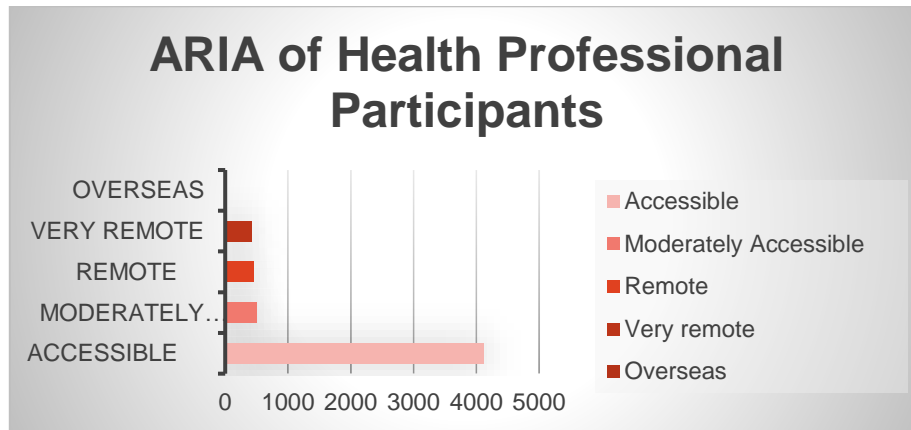
Our workforce

All employees of Family Planning participant in a number of local and National community meetings to ensure Territory voices have been heard. Meetings such as ASHHNA national conference and executive committees, ASHA committee meetings, NETFA teleconferences, NTG domestic violence framework, Family Planning Alliance Australian Director meetings and projects such as trending sexual health. Meetings with the NTG Department of Health, Women's strategy unit and Primary Health Network to address medial termination of pregnancy documentation and women's health pathways,

Industry consultation for the unit HLTAHW027 were undertaken a number of times during the year to gain quality improvement and maintain compliance. We joined networking groups to discuss community education. We participated in stakeholder's consultations for the development of the 2018 – 2022 national strategy for blood born viruses and sexually transmitted infections.

Family Planning employees undertook a number of funded professional development/training opportunities.

- Family Planning NSW 90th Conference/Gala event
- Two employees completed 1st Aid refresher and CPR training courses
- Sydney Sexual Health teleconference Webinar learning sessions.
- Flinders Clinical Supervision workshop
- Cervical screening workshop -train the trainer course
- Australian Community Director's Diploma course
- Governance & Performance Study 2016 Launch
- Hesta Superannuation Updates
- Australian Practice Nurse Alliance career pathway workshop
- Certificate IV in Human Resources and Cert IV in Training & Assessment
- IUCD insertion theory and practical training for internal employees
- Webinars discussing registered training organization requirements.



Community Education

This year a number of employees assisted in providing health promotion and education to our community. The education team would like to thank everyone for their support.

Unfortunately, we were not able to assist in all our requests due to limited human resources. However, our community activities captured 4,039 people between the ages of 13 years to 50 years.

We managed to provide relationship education to a number of middle schools and senior colleges. We participated in a number of health expos such as Darwin High, Taminmin High, Rosebery middle school, Sexual assault campaign, LGBTI, Defence, senior women's business. We were invited to discuss our services to Somerville disability services and the NTG chronic disease unit. Considering we were one educator short this year we all feel we have managed to undertake some fantastic work.

We need to improve reproductive sexual health across our community and we certainly need support in funding a part-time community educator.

Jillian Briggs

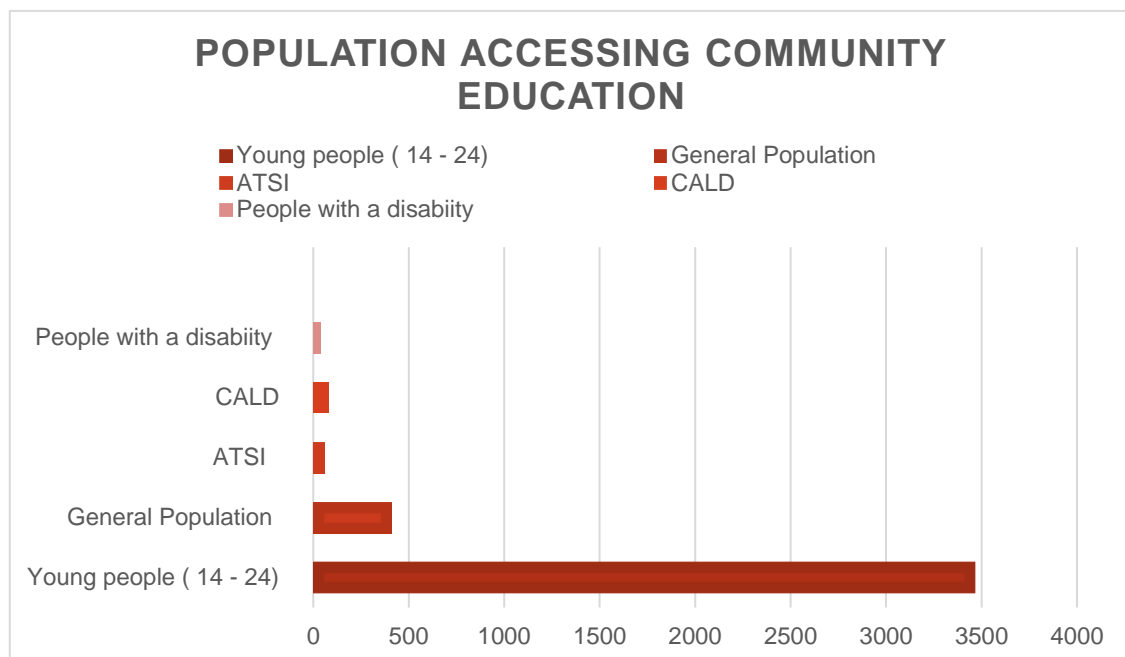
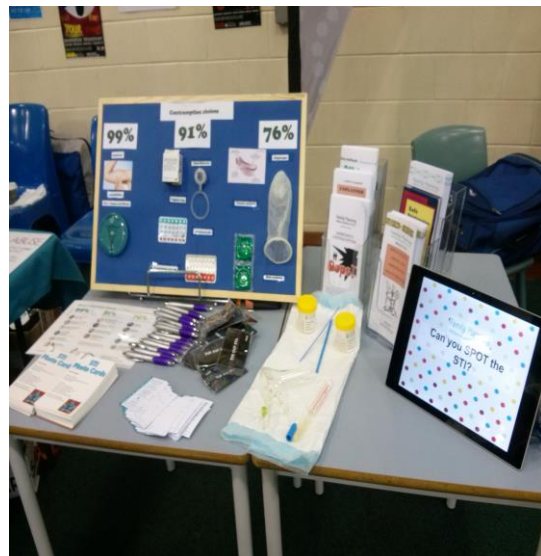




Photo: Unit HLTAHW027 June participants Katherine

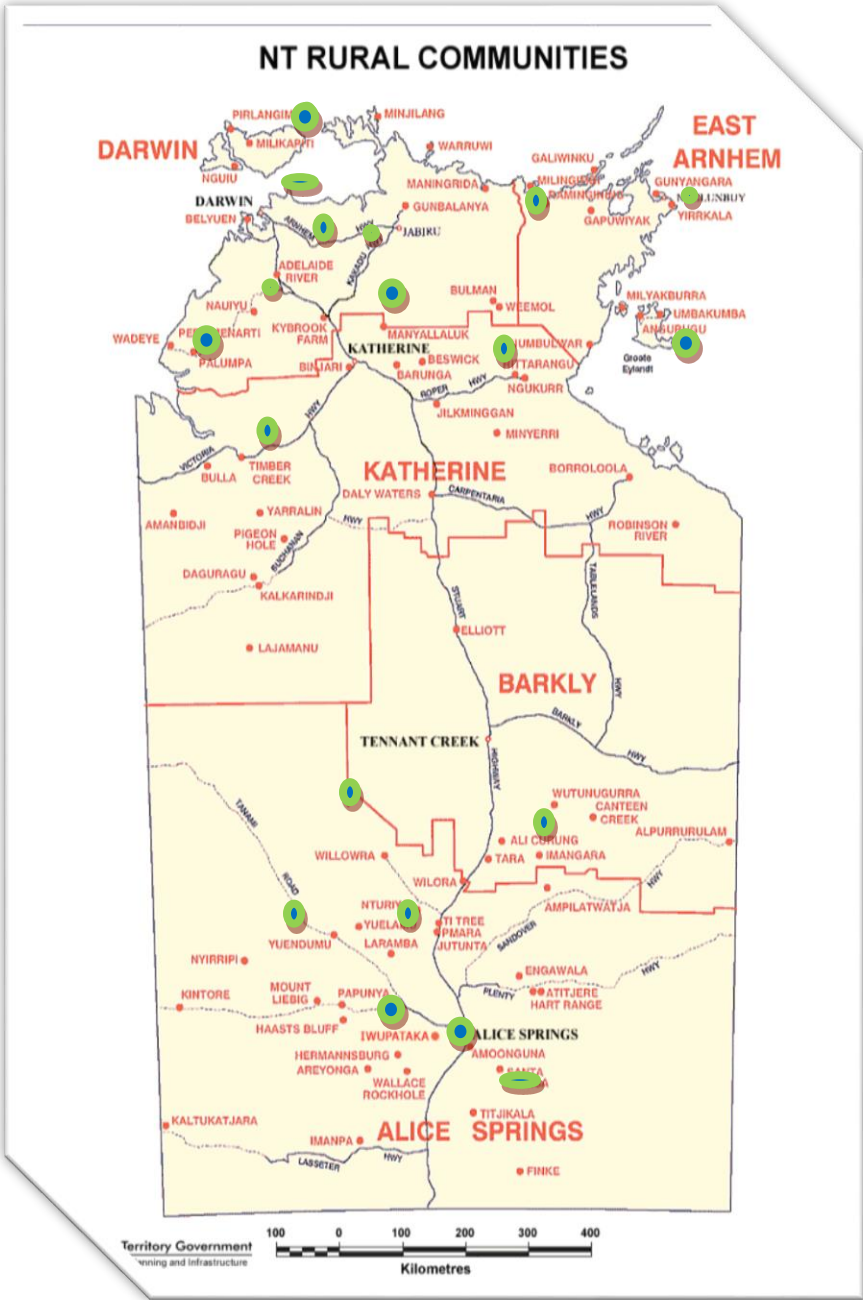
Photo below: Health Promotion Activities: Stop Sexual Assault campaign, Middle School Health Expo



 Grant <ul style="list-style-type: none">• We successfully received a grant from the Primary Health Network PHN to undertake a research project in <i>telehealth options</i>.• Another grant was received from the community benefit fund for training resources.	 Coconut Grove <ul style="list-style-type: none">• Coconut Grove premises and our Palmerston clinic are now linked to the NBN. Joining was very difficult and did result in higher costs than expected.• We soon will have Wifi available.	 Legislation reform <ul style="list-style-type: none">• 5 years of advocating for womens rights in the NT -we were successful in making a change and improving pregnancy choices for women.• Thank you to everyone who supported this long campaign.
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A big thank you to all our colleagues, networkers, partners for their support and assistance over the year. FPWANT would especially like to mention the Department of Health for their continued support. Looking forward to another wonderful year.

Education Team



NT Participants attending
Family Planning
education came from -
across the Territory

PLUS Western Australia
and Dubai

Clinic Services Report

A total of 660 clinics were held during this past financial year, with 214 of them at our Palmerston site, compared to 135 clinics offered in Palmerston the previous year. 12,307 service provided issues were undertaken to meet our client's consultations. Our clients come from a range of diverse backgrounds and needs and everyone is provided with respect and assistance. 7% of our clients identify as Indigenous, 2% were male and 2 transgender clients. Our Palmerston clinic is open two days per week and is staffed by a registered nurse and two doctors. We continued to deliver a Saturday morning walk-in clinic which opened in the year 2000, 17 years ago. This clinic is very popular, with the average age attending 24 years and the main consultation request being contraception and unplanned pregnancy support.

Our long serving Medical Director Dr Penny Steele resigned early in the financial year and Dr Paul Rivalland became our Acting Medical Director until a permanent appointment could be made. In February, we were extremely pleased to offer this position to Dr Jacqueline Murdoch. Fast forward to June, we have Dr Jacqui on maternity leave and Dr. Paul kindly stepping into the position once again. For the first time we employed an assistant in nursing who could help in our intrauterine device contraception IUD clinic held weekly. Tomomi, a registered nurse from Japan was back-packing around Australia and fell in love with Darwin. Tomomi started in April and will be leaving us in September, to return home. Our GP4 Registrar completed his six month training rotation this year. Our administration officer Diana Powell resigned in December to head to fulltime employment and we welcomed Belinda Collins to the role early in the New Year. Our reception team also had some staffing changes with Peta-Jane Goodrem and Zoe Wakefield welcomed to the team and we farewelled Adriana Burton. In June, the clinic team interviewed four GP Registrars for the 2018 GP Registrar training program and were delighted to offer Dr Emma Smith a placement.

Clinical Training

Nine doctors completed the Reproductive and Sexual Health course for doctor's clinical training after having completed the theory component. This course is nationally accredited with the RACGP and is offered once a year in Darwin. A further three Doctors completed training in Intrauterine Device (IUD) insertion technique requiring two/three clinics each. To gain this qualification in IUD insertion doctors must complete an online theory program then proceed to undertake clinical IUD training with FPWANT. Supporting male trainee Doctors in this area has enlightened us to offering women a chaperone service consultation and naturally with this brings an added cost to services. Along with the IUD training, we have changed to a complete bulk-billing service to try and remain competitive in the current market.

Two registered nurses completed clinical training placement to gain the reproductive and sexual health certificate. A further seven nurses completed the well women's screening unit by attending to clinical training in our Darwin clinic. Clinical training is normally attended to by the nurse in their own workplace however this can be a problem and FPWANT offers placement to assist.

CISS

Our Client Information Support Service CISS, remains a nine hour/week funded service. The majority of work is related to information especially unplanned pregnancy and pathology results plus clients dropping in for pregnancy discussion. Also, during this time, we have had adolescents from a local special needs school brought in for one-on-one sessions regarding sexual health and safety with carers and teachers' aides. This service also assists local GP's in providing information they require.

We believe the number of phone calls will increase after the 1st July when medical termination of pregnancy services begins. To assist GP's we are providing monthly memos to all GP clinics explaining pregnancy procedure referral pathway to FPWANT.

Governance

Our medical director and clinic coordinator have continued weekly informal meetings to discuss clinical governance and ensure best practice quality improvements are continually met. We continued to monitor our pathology recall system, clinic guidelines and clinical training practices. Full clinic staff meetings were held every four months to discuss new guidelines, data system updates, procedures, case studies, compliance.

We continued to advocate the Northern Territory Government for reform to the NT Medical Services Act. Success came in March when the new termination of pregnancy act was passed through parliament. Both our Medical Directors Jacqui and Paul at this time were heavily involved in writing policies and protocols for us to begin delivering medical termination services from 1st July. The amount of work involved in preparing for this service to begin on July 1st was massive. Staff have worked extra hours not always captured in timesheets. Paul and I would like to thank all our staff for working so well together and helping.

Both our Medical Directors also supported the NTG Department of Health termination of pregnancy guidelines for GP's, spoke with the O&G team at the Royal Darwin Hospital to improve women's access to reproductive sexual health especially long acting reversible contraception LARC's, assisted Primary Health Network PHN clinical pathways for women's health, supported the Department of Health midwives training in progesterone implant insertion technique and achieving standards and competencies, assisted in updating the CARPA manual contraceptive section and participated in National clinical governance agenda's. The Medical Director position remains funded by FPWANT self-generated funding.

Quality Assurance

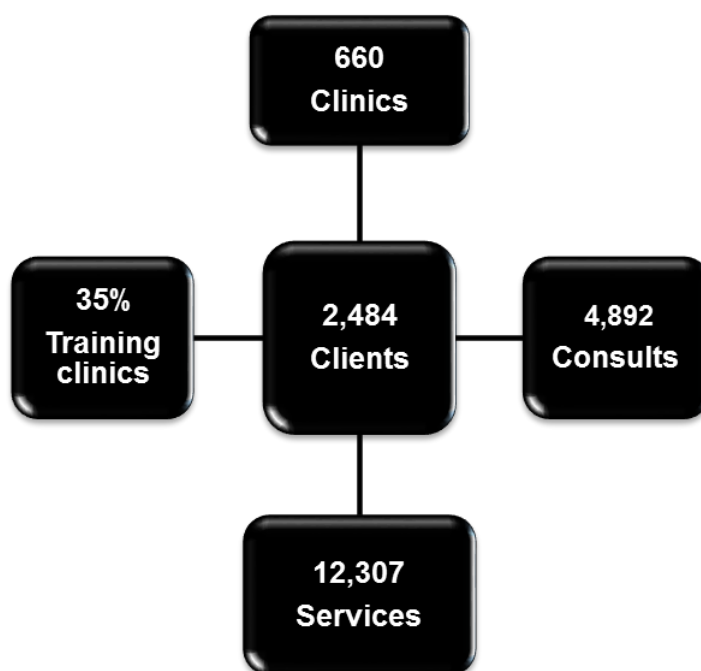
We conducted regular pathology, xray imaging and Pap smear audits to ensure best client service, care and follow up. In our latest Pap audit, as a whole, the clinical staff gained an

85.2% endocervical capture rate. National guidelines determine that a pap provider must attain 75% to be deemed competent. However, the gold star must go to our nurses who attained a 91.3% endocervical rate. ★★ training works.

Professional Development

We supported our clinic coordinator and one of our doctors Philippa Wilson, to attend the Sexual Health and ASHM Conferences in October, and they provided a wealth of new research and information about our industry upon their return. The clinic coordinator travelled to Melbourne for the conclusion of the National Education Tool Female Mutilation Awareness NETFA Program, which is run through the Multicultural Centre for Women's Health in Melbourne. This was a Commonwealth 3 year funded program to disseminate information throughout the Australian Health Community about Female Genital Mutilation/Cutting. To find more information please open the link: <http://www.netfa.com.au/>

Clinic Statistics: Darwin and Palmerston clinics combined



Kirsten Thompson

Clinic Coordinator

Reception Report



It has been a very busy year for reception. Our Palmerston clinic expanded to two days per week, so our reception staff have been thin on the ground, but are coping admirably with the extra clinics. We had an extra doctor for these six months, which also added to our duties. We have been busy organizing, with clinical staff, procedures for our upcoming medical termination of pregnancy provision, which begins on 1st July 2017.

The comments attracted from our monthly information/display presentations were all encouraging. Topics such as men's health, breast health and domestic violence, our staff have continued to provide informative and interesting displays.

There have been a number of updates with our clinic software and client data collecting tools, which have served to enhance our auditing and record keeping.

We have continued to undertake quarterly phone audits, along with continual surveys to ensure we provide the best quality service possible. We provided an extra questionnaire on 'musical tastes' to our waiting room clients this year. It drew numerous comments, the majority of which concurred that modern music radio stations were palatable for the majority of our clients.

We welcomed Zoe to our team early in the year and she has fitted in immediately. PetaJane has now become a permanent part-time member of staff. Our Saturday morning clinic continues to be looked after by Emily and Amelia.

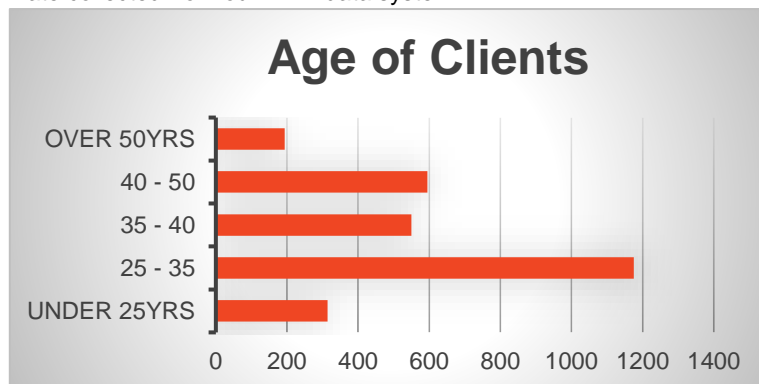
Thank you to all our reception team members who have continued to work hard to deliver a quality service to our community. We are the face of FPWANT and are valued and very much respected by our colleagues and clients.

Kerry Reader

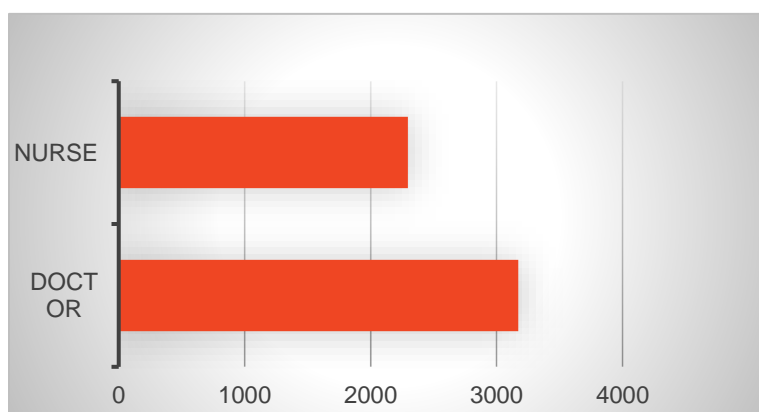
Reception Manager

Kerry will be celebrating 20 years of service to Family Planning NT on July 18th 2017, an achievement deserving of a huge thank you.

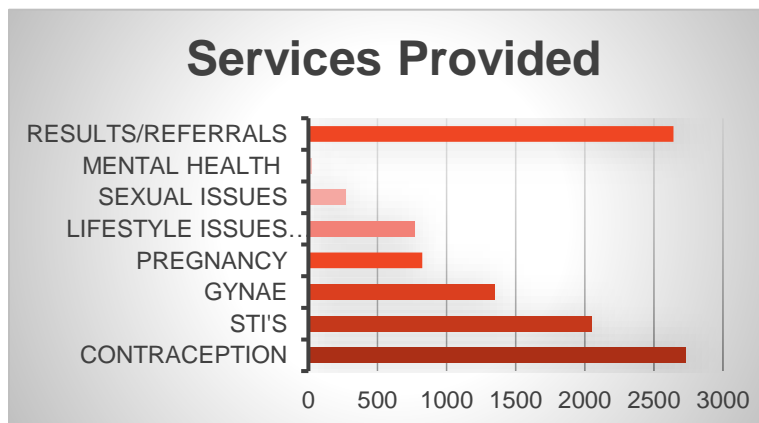
Date collected from our DME data system.



Age of Clients: Clients age group vary, our youngest 13 the oldest 75years.



Consultations: Clients visit both our doctor and nurses. The average duration of each visit is 35 minutes.



Services provided. Analysis shows that people attend largely for contraception, STI check-ups and gynecology. Our service values clients receiving results.

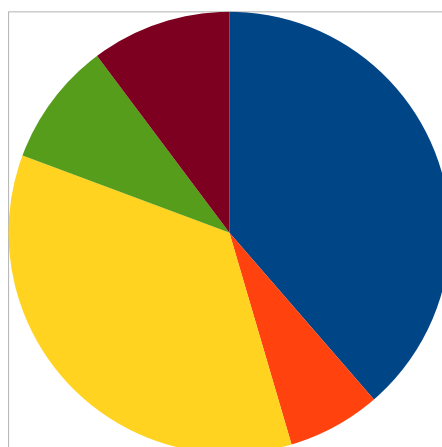
Quality Improvement

Telephone Survey: Three times each year we conduct an internal telephone survey to understand the volume of calls we receive. This year we received approximately 13,000. The majority of calls were for results and appointments. We have found people requesting education information are now decreasing due to our website updated information.

Website: On average we have 1060 visits each month.

Client satisfaction survey: Client satisfaction surveys are undertaken in August. We will be providing clients with electronic survey options next year. In the past all surveys completed have been in hard copy and then collated which is very time consuming.

What was your primary reason for attending FPWNT?

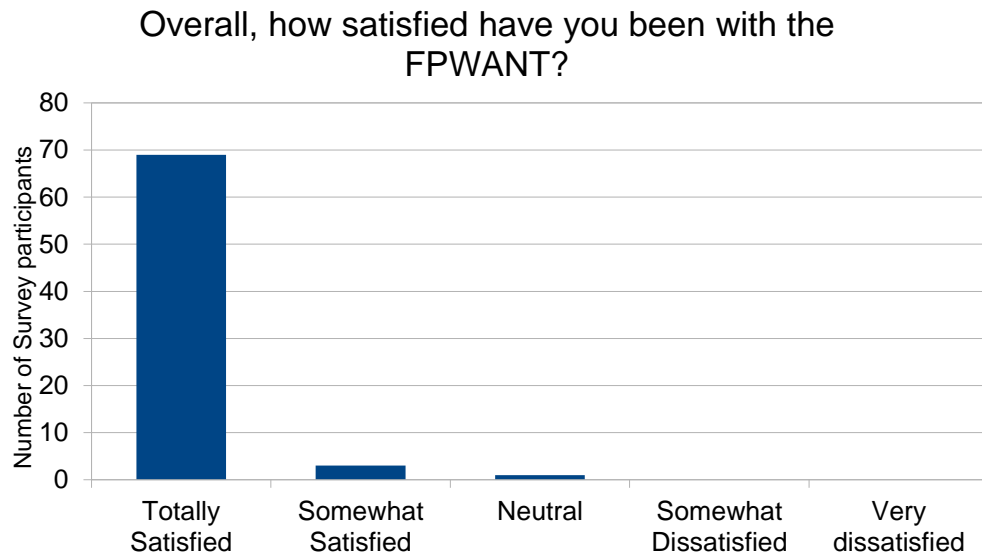


- Family Planning Services
- Cancer Screening Services
- Access to women practitioners' for sexual and reproductive services
- Value for money
- Other



Comments from our clients:

Love everything and easy to navigate
 Everything
 Always helpful
 Nurse was amazing, made me feel very comfortable
 Really friendly and welcoming
 Excellent info about procedure and product.
 Friendly and prompt
 Amount of information provided
 Plenty of time allocated/ caring, personal experience
 Helpful Doctor
 Personal interest in my life
 Staff were very understanding
 Doctors are compassionate
 Professional / informative
 Friendly and fast service
 Understanding / helpful
 Excellent communication/explanation and care
 Very kind, nice and friendly
 The friendly staff
 Excellent clear info on my choices
 Felt I finally found someone who knew something on menopause



Pathology Audit: Pathology audits are attended during the year. Both audits found 100 % electronic pathology results returned.

Registered Training Organisation Compliance: Family Planning Welfare Association NT (RTO #2131) is an accredited training center, granted accreditation from 1/1/2013 to 31/12/2017. To meet the Australian Quality Training Framework standards each course is evaluated by the Department of Health and FPWANT education staff. All documents and assessment tasks are reviewed for continuous improvement.

All participants and employers are invited to complete the National Learners and Employer survey annually. 47 students completed the 2016 survey and unfortunately only 4 employers. Even though the return responses were poor, the results were positive. The majority of students hold a Bachelor of nursing degree and found the training interactive and networking opportunities excellent. 50 % of students were in the age bracket 25 – 34yrs and the remaining students over 45 years.

Education feedback: Community Education -teacher evaluation “Jill always has the children engaged, a great teacher”. Defence Expo held in Darwin “I need to visit Family Planning for contraception” and “Do you provide education in schools in Darwin”? Doctor’s Reproductive and Sexual Health Course: ‘was a wonderful training experience’. Well Women’s Screening Unit- “finally managed to do this training, great course’.

Other feedback: One employee exit survey: “to meet Family Planning NT Strategic plan objectives, more funding is required and staff better remunerated”. Nursing assistant Tomomi from Japan- “I have never worked in primary health care and I love it”.



Photo: World Abortion Day September 2016 Our Choice

Our Staff

Thank you everyone for another wonderful working year of achievements and challenges.

Clinic team

Paul Rivalland	Philippa Wilson	Edna Gadil
Kirsten Thompson	Barbara Allen	Jacqui Murdoch
Aoife Molloy	Olivia O' Donoghue	Deborah Frost
Cathy Dugdale	Paul Robrigado	Penny Steele

Education team

Genevieve Jobson	Jillian Briggs
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Administration

Robyn Wardle	Kerry Reader	Adriana Burton
Belinda Collins	Amelia Wardle	Emily Arthur
Peta Jane Goodrem	Zoe Wakefield	Diana Powell

Outsourced Services

Debbie Wilson & Associates (finance)

Territory Technology Solutions (IT)

A wet season day



Strategic Plan Summary

OUR VISION

For all Territorians to enjoy good sexual and reproductive health.

VALUES THAT GUIDE US

We believe sexual and reproductive health and wellbeing is a fundamental right for individuals and communities.

ORGANISATIONAL VALUES	PRIORITY GROUPS
Non-judgmental Open communication Confidential and safe Affordable Expert and professional	Young people Indigenous people Agencies working with vulnerable peoples Education/training healthcare providers Flexible access

OUR STRATEGIC GOALS

Organisational capacity building and governance
Targeted programs for priority population groups
Education and Training

NTG office of Women's Policy Framework for Northern Territory Women 2015 – 2020.

*The Northern Territory Government, through the Women's Health Strategic Unit in the Department of Health recognises the need for policy and program approached that respond to the different requirements of women and men and that some health issues are unique to, more common, or more serious for women. These include **sexual and reproductive health (including family planning)**, child birth and support for parenting, breast and cervical cancer prevention, the profound impact of family and sexual violence, primary care giving, and stress relating to the multiple roles.*

Special Purpose Financial Report

For the year ending 30 June 2017

Contents

Statement by the Management Committee

Independent Audit Report

Balance Sheet

Profit and Loss

Notes to, and forming part of, the financial statements

FAMILY PLANNING WELFARE ASSOCIATION OF THE NT INCORPORATED**STATEMENT BY THE MANAGEMENT COMMITTEE**

for the year ended 30th June 2017

In our opinion –

- (a) the accompanying financial report as set out on pages 4-9 being a special purpose financial statement, is drawn up so as to present fairly the state of affairs of the Association as at 30th June 2017 and the results of the Association for the year ended on that date;
- (b) the accounts of the Association have been properly prepared and are in accordance with the books of account of the Association; and
- (c) 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:

President	Dr. Suzanne Belton
Vice President	Shelly Holland
Secretary	Anne Davis
Treasurer	Fataneh Misaghi (resigned Sept 2016) & Shelly Holland
Board Member	Sally Bolton
Board Member	Kim McKenzie
Board Member	Amy Williams
Public Officer	Robyn Wardle CEO

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

Provision of Family Planning Services.

- (c) The net deficit of the association for the relevant financial year was **(\$37,730.25)**.
Operating loss was **(\$97,714.30)**

Signed at Darwin on 16 / 10 / 2017



President



Committee Member

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

SUSANNE LEE & ASSOCIATES PTY LTD

CERTIFIED PRACTISING ACCOUNTANTS

Mailing Address QLD

PO Box 475 Mudgeeraba QLD 4213

Mobile 0418 897 757

Email suelee@bigpond.net.au**Registered Office QLD**

3 Firth Place Mudgeeraba 4213

ABN: 29 161 528 481

INDEPENDENT AUDIT REPORT**TO THE MEMBERS OF FAMILY PLANNING WELFARE ASSOCIATION OF NT INC****Scope**

I have audited the attached special purpose financial report of Family Planning Welfare Association of the NT Incorporated for the year ended 30 June 2017. The Association's Committee of Management is responsible for the preparation and presentation of the financial report, and the information contained therein, and has determined that the accounting policies used are consistent with the financial reporting requirements of the entity's constitution and are appropriate to meet the needs of the members. I have conducted an independent audit of the financial report in order to express an opinion to the members of Family Planning Welfare Association of NT Incorporated on its preparation and presentation. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for distribution to the members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the Association's constitution and the *Associations Act*. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates, to any person other than the members, or for any purpose other than that for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with the basis of accounting described in Note 1 to the financial report and the requirements of the *Associations Act*. These do not require the application of all Accounting Standards. The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion

1. 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 Family Planning Welfare Association of the NT Incorporated at 30 June 2017 and the results of its operations for the year then ended.
2. All grants have been expended in accordance with their funding agreements.(See Note 3)



SUSANNE LEE, FCPA

DATED: 15 September 2017



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

Family Planning Welfare Association of the NT Inc. Balance Sheet

June 2017

	This Year	Last Year
ASSETS		
Current Assets		
Bank Accounts		
Cheque Account	\$52,514.01	\$27,242.68
Cash Management Account	\$255,750.52	\$278,678.64
Leave Accruals Account	\$6,874.58	\$116,377.38
Course Fees Account	\$2.00	\$2.00
Term Deposit	\$110,000.00	\$0.00
Total Bank Accounts	\$425,141.11	\$422,300.70
Floats/Clearing Accounts		
Petty Cash Float/Darwin	\$544.20	\$500.00
Float/Courses	\$300.00	\$0.00
Clinic Float/Darwin	\$200.00	\$200.00
Clinic Float/Palmerston	\$150.00	\$150.00
Receipt Clearing Account	\$214.30	\$765.00
Total Floats/Clearing Accounts	\$1,408.50	\$1,615.00
Other Current Assets		
Bond - Coconut Grove Office	\$7,321.66	\$7,321.66
Trade Debtors	\$3,370.00	\$14,855.00
Accrued Interest	\$1,202.43	\$0.00
Total Other Current Assets	\$11,894.09	\$22,176.66
Prepayments		
Prepaid FBT Instalments	\$1,471.00	\$1,704.00
Prepaid Other Insurance	\$8,909.51	\$0.00
Prepaid MV Insurance	\$619.28	\$0.00
Prepaid Rent	\$7,500.00	\$7,500.00
Prepaid Membership/Subs	\$2,133.67	\$545.45
Prepaid Workers Comp Insurance	\$4,363.00	\$0.00
Prepaid Expenses - Other	\$1,528.64	\$226.36
Total Prepayments	\$26,525.10	\$9,975.81
Total Current Assets	\$464,968.80	\$456,068.17
Non-Current Assets		
Plant and Equipment >\$5K	\$21,178.19	\$15,678.19
Accumulated Depreciation	-\$16,540.36	-\$8,328.26
Motor Vehicles at Cost	\$25,450.00	\$44,416.36
Accumulated Depreciation	-\$11,895.32	-\$13,622.85
Total Non-Current Assets	\$18,192.51	\$38,143.44
Total ASSETS	\$483,161.31	\$494,211.61

Family Planning Welfare Association of the NT Inc. Balance Sheet

June 2017

	This Year	Last Year
LIABILITIES		
Current Liabilities		
Accounts Payable		
ANZ Business Card	\$2,989.10	\$0.00
Trade Creditors	\$45,337.03	\$45,832.24
Accrued Wages/Superannuation	\$29,617.04	\$0.00
Accrued Audit Fees	\$5,750.00	\$6,500.00
Accrued Expenses/Other	\$3,460.89	\$1,976.45
Prepaid Income	\$3,472.73	\$18,786.35
Total Accounts Payable	\$90,626.79	\$73,095.04
Employee Provisions		
Provisions - ARL	\$56,288.00	\$37,900.00
Provisions-Long Service Leave	\$52,542.00	\$44,179.00
Provision for Redundancy	\$37,454.00	\$36,366.00
Total Employee Provisions	\$146,284.00	\$118,445.00
Other Provisions		
Provision for ICT Replacement	\$10,000.00	\$22,000.00
Provision for MV Replacement	\$30,000.00	\$30,000.00
Provision for Leasehold Restoration	\$45,000.00	\$45,000.00
Provision for Legal Fees	\$10,000.00	\$15,000.00
Contingency Provision	\$0.00	\$40,000.00
Provision for Work Force Development	\$0.00	\$5,000.00
Total Other Provisions	\$95,000.00	\$157,000.00
Deferred Grants		
Well Women	\$2,120.83	\$0.00
CBF Education	\$0.00	\$4,510.00
Telehealth	\$3,323.46	\$0.00
DHF Core Funding	\$43,975.46	\$0.00
Total Deferred Grants/Funds	\$49,419.75	\$4,510.00
GST Liability		
GST Collected on Sales	\$292.72	\$1,350.46
GST Paid on Purchases	-\$1,303.47	-\$760.66
Total GST Liability	-\$1,010.75	\$589.80
Total Current Liabilities	\$380,319.79	\$353,639.84
Total LIABILITIES	\$380,319.79	\$353,639.84
Net ASSETS	\$102,841.52	\$140,571.77
EQUITY		
Retained Earnings	\$140,571.77	\$174,163.96
Current Year Earnings	-\$37,730.25	-\$33,592.19
Total EQUITY	\$102,841.52	\$140,571.77

Family Planning Welfare Association of the NT Inc. Profit & Loss

July 2016 through June 2017

	This Year	Last Year
INCOME		
Core Funding		
Core Funding Commonwealth	\$421,780.00	\$300,456.00
Core Funding NTG	\$309,108.00	\$404,397.00
Core Funding Commonwealth Index	\$9,266.00	\$8,653.00
Core Funding NTG Index	\$0.00	\$10,899.00
Total Core Funding	\$740,154.00	\$724,405.00
Project/Grant Funding		
Deferred CBF Grant Bought Forward	\$4,510.00	\$23,494.56
Deferred Deficit Well Women Bought Forward	\$0.00	(\$9,783.09)
CBF Grant	\$0.00	\$4,691.82
Women's Health Grant (DoH)	\$67,390.00	\$66,349.00
Surplus Deferred to next FYR	(\$49,419.75)	(\$4,510.00)
Minor Grants	\$15,000.00	\$0.00
NTGPE Teaching Allowance	\$1,404.00	\$1,728.00
Rural Health Education Grant	\$0.00	\$3,287.25
Total Project/Grant Funding	\$38,884.25	\$85,257.54
Clinic Services		
Pregnancy Tests	\$18.18	\$199.99
Professional consultations	\$4,199.37	\$4,554.27
Contraception	\$9,333.46	\$34,375.75
Clinical Training	\$7,009.10	\$9,195.47
Clinic Sales	\$2,766.59	\$1,418.15
Medicare Assignments	\$237,239.50	\$179,207.50
Total Clinic Services	\$260,566.20	\$228,951.13
Training & Education Services		
Course/Workshop Fees	\$48,938.41	\$58,892.21
Resource Sales/Pamphlets	\$2,969.51	\$5,167.72
Community Education Fees	\$1,200.00	\$1,609.09
Total Training & Education Services	\$53,107.92	\$65,669.02
Donations		
Donations	\$11,643.49	\$3,473.53
General		
Bank Interest	\$1,699.63	\$1,472.15
Hire Training Room	\$6,811.92	\$6,228.37
FPWNT Membership	\$5,082.41	\$18,837.98
Travel/Accommodation Cost Recovery	\$0.00	\$1,881.76
Other Cost Recoveries	\$0.00	\$591.82
Fundraising	\$276.00	\$2,400.00
Sponsorship	\$600.00	\$0.00
Prior Year Provisions	\$0.00	\$22,505.73
Total General	\$14,469.96	\$53,917.81
Total INCOME	\$1,118,825.82	\$1,161,674.03

Family Planning Welfare Association of the NT Inc. Profit & Loss

July 2016 through June 2017

	This Year	Last Year
EXPENSES		
Employment Expenses		
Wages/Clinic	\$83,897.94	\$153,208.75
Wages/Doctors	\$283,366.98	\$181,220.99
Wages/Admin & Management	\$360,428.97	\$290,644.21
Superannuation/Clinic & Admin	\$45,290.06	\$45,309.20
Superannuation/Doctors	\$26,919.56	\$18,677.52
Workforce Development	\$7,082.19	\$4,409.40
Annual Leave/Transfer to Provisions	\$35,600.47	\$36,272.89
LSL/Transfer to Provisions	\$8,363.00	\$5,092.00
Recruitment Costs	\$1,190.27	\$1,186.73
Redundancy/Transfer to Provisions	\$1,088.00	\$711.00
W'Force Development/Transfer to Provision	\$0.00	\$5,000.00
Total Employment Expenses	\$853,227.44	\$741,732.69
Project/Grant Expenses		
Consultancies-Specialist Services	\$6,813.70	\$0.00
Education Costs		
Workshop/Community Education	\$3,335.10	\$6,717.77
Course Materials	\$60.15	\$1,315.00
Lecture Fees	\$1,936.36	\$1,812.50
Total Education Costs	\$5,331.61	\$9,845.27
Clinic Costs		
Clinic Resources	\$16,045.15	\$14,702.28
Contraceptive Purchases	\$11,526.62	\$8,002.95
Total Clinic Costs	\$27,571.77	\$22,705.23
Operational/Administration Expenses		
Accounting	\$32,543.25	\$29,684.00
Advertising	\$6,321.43	\$2,815.59
Audit	\$5,750.00	\$7,500.00
Cash Discrepancies	\$86.10	\$461.71
Cleaning Supplies/Laundry	\$10,027.74	\$8,721.81
Computer Support	\$24,238.38	\$21,723.72
Depreciation on Plant & Equipment	\$16,475.43	\$16,264.95
Educational Resources	\$24,102.30	\$13,344.60
Equipment Clinic <\$5K	\$0.00	\$2,691.20
Equipment Office <\$5K	\$5,403.25	\$2,373.77
Fringe Benefits Tax	\$6,137.75	\$6,817.86
Legal Expenses	\$1,130.50	\$0.00
Legal Fees/Transfer to Provision	\$0.00	\$10,000.00
Maintenance/Equipment	\$3,478.13	\$2,674.79
Meetings & Forums	\$784.37	\$582.45
Membership/Subscriptions	\$9,649.56	\$10,090.65
Postage/Freight	\$2,225.50	\$2,191.92
Reference Books/Pamphlets	\$0.00	\$1,254.57
Stationery/Office Consumables	\$6,124.87	\$12,186.84

Telephone/Fax/Broadband	\$7,087.90	\$7,917.44
Provision Transfer ICT Replacement	\$0.00	\$22,000.00
Bank Charges		
Bank Charges ~ General	\$366.70	\$377.81
Bank Charges ~ Merchant Fees	\$1,666.93	\$1,801.46
Total Bank Charges	\$2,033.63	\$2,179.27
Total Operational/Administration Expenses	\$163,600.09	\$183,477.14
Motor Vehicle Expenses		
Kilometre Reimbursement	\$610.50	\$385.36
Motor Vehicle Expenses	\$6,922.96	\$4,839.54
MV Provision Transfer	\$0.00	\$30,000.00
Total Motor Vehicle Expenses	\$7,533.46	\$35,224.90
Insurance		
Workers Compensation Insurance	\$7,573.69	\$11,568.06
Officers & Directors Insurance	\$1,331.98	\$2,240.00
General Insurance	\$1,877.59	\$2,161.32
Motor Vehicle Insurance	\$205.13	\$1,524.93
Professional Indemnity Insurance	\$4,596.26	\$6,660.00
Total Insurance	\$15,584.65	\$24,154.31
Travel & TA Allowance		
Travel & Accommodation	\$11,056.44	\$14,236.32
Travel Allowance	\$2,906.60	\$3,629.70
Total Travel & TA Allowance	\$13,963.04	\$17,866.02
Occupancy Expenses		
Rent	\$102,605.69	\$102,043.77
Building Repairs & Maintenance	\$1,530.95	\$402.50
Electricity	\$13,683.49	\$14,199.03
Waste disposal	\$4,094.23	\$3,715.36
Building Lease Agreement	\$0.00	\$500.00
Palmerston Clinic set-up	\$1,000.00	\$0.00
Total Occupancy Expenses	\$122,914.36	\$120,860.66
Total EXPENSES	\$1,216,540.12	\$1,155,866.22
Operating PROFIT	(\$97,714.30)	\$5,807.81
Other INCOME		
Surplus on Sale of Cap Asset	\$1,479.05	\$0.00
Bring in Prior Year Provision	\$58,505.00	\$0.00
Prior Year Adjustment	\$0.00	\$600.00
Total Other INCOME	\$59,984.05	\$600.00
Other EXPENSES		
Transfer SGF to Contingency	\$0.00	\$40,000.00
Net PROFIT/LOSS	(\$37,730.25)	(\$33,592.19)

**NOTES TO, AND FORMING PART OF, THE FINANCIAL STATEMENTS
for the year ended 30 June 2017**

1. SUMMARY OF ACCOUNTING POLICIES

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

Reporting entity

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

Accounting policies

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

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

□ *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.

Taxation

The Association is considered to be exempt from income tax under section 50-B of the Income Tax Assessment Act 1997, GST concession under division 176 A New Tax System (Goods and Services Tax) Act 1999 and FBT exemption under section 123D Fringe Benefits tax Assessment Act 1986.

2. LAND

The association operates from rented premises in the Clock Tower in Coconut Grove.

The End