



NT Shelter Inc.

Annual Report

2015-2016





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A Message from the President



NT Shelter has gone through quite significant change over the past 12 months so too has the political landscape. At the time our new Executive Officer, Tammy White joined NT Shelter, Malcolm Turnbull had challenged Tony Abbott in a leadership ballot winning by ten votes. Subsequently Malcolm Turnbull was sworn in as Prime Minister of Australia the following day.

Locally the NT CLP under the leadership of former Chief Minister Adam Giles was defeated in August by the Labor Party. Chief Minister Michael Gunner became the leader of the new government.

Looking back over the past 12 months NT Shelter has entered a new phase of greater collaboration and trust with both community services, NGOs and the Northern Territory government.

NT Shelter highlighted that the development of a sustainable 'community housing growth provider' sector, providing supported accommodation, social housing and affordable housing in response to need was, and still is, a key priority area for the NT Government.

Through broad consultation NT Shelter identified the critical need for 'whole of systems' responses to addressing accommodation needs as well as the demographic profile that these systems should target. Consequently, we argued that the Housing Strategy Framework must be developed to provide holistic responses to address the Northern Territory's housing needs.

A key pilot policy initiative under the auspice of NT Shelter is the Homelessness Response Group (HRG). This pilot project originally commenced in 2015 through funding provided, under the Partners in Recovery commonwealth program, to Saint Vincent De Paul.

Funding for this project ends in December 2016 however, it's a model worth pursuing, not because it's easy (in fact it's quite the opposite), but what makes it an important model is the commitment by key organisations to work through many of the system issues. These systemic issues span housing, mental health, disability, DV processes and procedures such as referral systems as an example.

It is with pleasure I look to the next twelve months to continue to work with the sector on a range of initiatives aimed at reducing the burden on an under resourced and under-supplied homelessness sector; and, in some instances, underutilised affordable social/community housing sector that targets vulnerable people on low to very low incomes.

Jean Ah Chee - President – NT Shelter Inc.



Executive Officer's Overview

The start to the new financial year was an eventful occasion with the team that was led by Toni Vine-Bromley moving from their old location in Cavanagh Street in the CBD to their new and current location at 1/8 Caryota Court, Coconut Grove at Nightcliff.



September 2015, we farewelled Toni Vine-Bromley after 10 years at the helm; enabling her a lifestyle set for semi-retirement bliss. A new chapter began in late September 2015 with the legacy of Toni's expertise in the housing and homelessness sector well established. Other farewells in 2016 included Alex Richmond in Darwin, David Havercroft the Central Australian Policy officer in Alice Springs and Clare Corefield bid farewell after 10 years with NT Shelter.

On reflection of our achievements over the past 12 months, key themes were getting the balance right to be able to maintain stability, but also tempered by the need for change to modernize the organisation's Information Technology and set direction for new leadership, innovation and collaboration in 2016.

The political landscape was looking for realignment with the Reform of the Federation at Commonwealth level and locally, the former CLP Government, was drafting a housing strategy.

One of Shelter's key advocacy platform is the Pre-Budget submission process, and my first attempt (with support from a great team at the time), was rewarded in providing strategic direction for the 2016-2017 financial year ahead. NT Shelter highlighted the need for 'whole of system' responses to addressing the critical needs of specific groups of people that were at risk of homelessness. Our push was for Government to consider an ongoing needs analyses of homelessness services across the NT. We have advocated for intensive case management approaches that use wrap around trauma-informed support for high need clients to maintain stable housing. We also asked for a commitment to funding an Action Innovation project fund and lastly the establishment of a Housing Authority that acts as an affordable housing provider involved with land development, housing construction and property management. Many of Shelters recommendations were either partly or fully considered, supported and or implemented.

I would like to take this opportunity to thank the members of the NT Shelter Board of Management, our dedicated staff and the broader sector for their commitment to their work in community services. I welcome another 12 months working alongside you and to embracing further innovation and collaboration.

Tammy White - Executive Officer – NT Shelter Inc.



Introduction

In 1996 Northern Territory Shelter was incorporated under the NT Associations Act and formally established as the peak non-government housing advocacy body for the Northern Territory.

NT Shelter is accountable to its members and other stakeholders through an elected Board of Management (BOM) made up of community representatives from throughout the NT. We are a small membership based organisation headed by an Executive Officer, a Central Australian Alice Springs based policy officer, a Top End Policy Officer, a part time Project Officer and a Trainee Business Operational Support Officer. Most of these positions based in Darwin.

We are funded by the NT Department of Housing to undertake our peak body role.

Our Vision

Is appropriate and affordable housing for ALL Territorians. Our Mission is working towards a just and fairer housing system in the NT. We aim to ensure appropriate and affordable housing is available to everyone, especially disadvantaged groups and those on low incomes in the NT.

Our Key Principles

NT Shelter upholds the following principles: -

- ✓ Housing is a human right
- ✓ NT Shelter works collaboratively with all stakeholders
- ✓ As a Territory-wide organisation, we have a focus on the regions and Aboriginal communities of the NT
- ✓ NT Shelter promotes consumer rights
- ✓ Aboriginal housing disadvantage must be addressed.

Our Key Action Areas

1. Policy development research, advice and responses
2. Advocacy and representation
3. Information dissemination and community education
4. Sector consultation and coordination
5. Sector capacity building
6. Strong governance and responsible management of resources



Our Board of Management

The Board collectively has responsibility for ensuring compliance with the NT Associations Act and Board members are familiar with the Act and the Organisation's Constitution.

Role of Board of Management

1. The Board of Management sets the strategic direction for the organisation, determines policy, identifies key housing or homelessness issues and is accountable to the membership and funding body/bodes.
2. The Executive Committee, in conjunction with the Executive Officer, is responsible for the day to day operations of NT Shelter.
3. The Executive Officer carries out the Board's plans and directions and presents monthly written reports and discussion papers for each meeting.

Management of the Board 2015/2016

1. The Board of Management meets 4-5 times per year.
2. The Executive Committee generally meets on alternative months to Board Meetings to direct the Executive Officer and discuss administrative, management, financial and operational issues at least 5 times per year.
3. The Executive Committee offers operational support to the Executive Officer
4. The Board may convene annual Planning Workshops, to review actions against the Strategic Plan and provide direction for new initiatives.
5. Working Groups may be established on a needs basis for issues requiring specific expertise or ongoing work. Such groups will generally involve Board members, other NT Shelter members or others with particular expertise.

Board of Management Members

Executive Committee

Jean Ah Chee, President of NT Shelter, employed by Mission Australia (CA)
Mike Byrne, Vice-President of NT Shelter, employed by Vincent Care for SVDP
Georgina Bracken, Secretary, employed by Tennant Creek Women's Refuge
Anthony Willits, former Treasurer, Health Network Northern Territory Ltd., Jessica Watkinson of the YWCA, Treasurer.

Ordinary Board Members

Alan Mole, Kalano Community Association
Jayne Lloyd, Catholic Care NT
Colin Tidswell, Yilli Rreung Aboriginal Housing
Sally Langton, Central Australian Affordable Housing
Jessica Watkinson, YWCA (interim Treasurer)
Leigh Woolcock, Anglicare NT (Central Australia)



Some of our NT Shelter Board members and staff 2015-2016. Pictured from left, Jessica Watkinson, Project Officer Kerrie Taylor, Georgina Bracken, Colin Tidswell, Sally Langton, EO Tammy White and Leigh Woolcock. Not pictured is President Jean Ah Chee.

Member Organisations

- Alice Springs Women's Shelter
- Anglicare NT
- Alice Springs Youth and Accommodation Support Service (ASYASS)
- Australian Red Cross
- Barkly Region Alcohol and Drug Abuse Advisory (BRAADAG)
- Council of Aboriginal Alcohol Program Services (CAAPS)
- Catholic Care NT
- Central Australian Affordable Housing Company
- Crisis Centre Gove
- Darwin Christian Ministries Inc
- Darwin Community Legal Service
- Darwin Aboriginal and Islander Women's Shelter (DAIWS)
- Dawn House



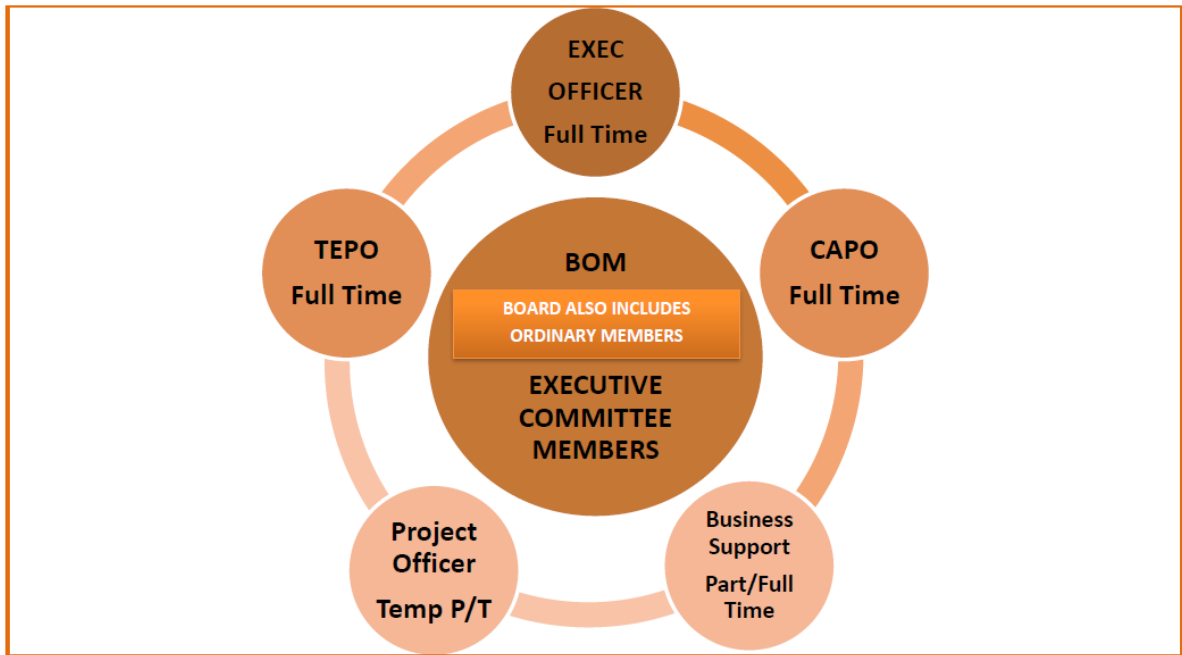
Kalano Community Association
Katherine Women's Crisis Centre
Larrakia Nation
Mabunji
Mental Health Association of Central Association (MHACA)
Melaleuca Refugee Centre
Mission Australia
Northern Territory Council of Social Service (NTCOSS)
NT Medicare Local
Salvation Army
Somerville House
St Vincent De Paul
TEAMhealth
Tangentyere Council
Tennant Creek Women's Refuge
Venture Housing Co.
Yilli Rrueng
YWCA

Individuals

Sue Bradley
John Nai Smith
Toni Vine Bromley

Organisation chart

NT SHELTER ORGANISATION CHART





Current staff

Permanent full time



Tammy White
Executive Officer
commenced 28th Sept 2015



Jacqueline Brady
Central Australian Policy Officer and
commenced with NT Shelter in June 2016

Jaqueline is a great asset to NT Shelter and it's exemplified through her advocacy role as the Central Australian representative for housing and homelessness. She's fitted in so well to her new role that I think the Barkly and CA regions will come to appreciate the tremendous strengths and capabilities that she brings to the sector.

The Top End Policy Officer position is currently vacant.

Temporary Contract



Kerrie Taylor is our Part time Project Officer who commenced May 2016 (12 months)

Kerrie commenced in May this year and although only a recent arrival she comes with a wealth of knowledge of the community services sector. Kerrie was previously the interim EO with NT Shelter so her long history and background bode well for NT Shelter's continued future success.

Former staff



Incoming EO **Tammy White** (pictured at left) with former EO **Toni Vine-Bromley**



Alex Richmond
Homelessness Officer



David Havercroft
Central Aust. Policy Officer



Clare Corfield
Admin Officer



Alaric Orange – temporary Project Officer

Secondment

Sonia Russell was seconded for 3 months (20th March to June) from Department of Housing to the Top End Policy Officer position as part of an NTG/NGO initiative that enables government employees work experience in the NGO sector. NT Shelter is grateful for the partnership through the NT Government/NGO Partnership Group (NNPG) and the goodwill with the Department of Housing in securing the expertise and experience that Ms Russell brought to the organisation. Sonia was instrumental in securing grant funding for two washing machines through Dept. of Business (Community Benefit Fund) for the Katherine Homelessness Working Group in preparation for Homelessness Week in August 2016.



Sources of funding

NT Shelter is funded annually at present by the NT Department of Housing via a contract Funding Agreement for the period 2015 - 2016. As part of this Agreement the Homelessness Policy Officer (HPO) was employed on a contract basis funded until 30th June 2016 and is dependent on renegotiating the National Partnership Agreement on Homelessness (NPAH).

Other external funding sources include revenue raised through Membership fees.



Key Events and Meetings

2015

- Jul** Secured annual funding for 2015-2016 for NT Shelter
- Aug** NT Shelter in Darwin moved to new premises at 1/8 Caryota Court Coconut Grove
- Alice Springs Accommodation Action Group and Darwin Region Accommodation Action Group meetings
- Sept** Annual General Meeting
New EO commenced 28th September after resignation of Toni Vine-Bromley after 10 years.
Attended Darwin, Katherine, Housing review community engagement meetings
- Oct** Attended the Tennant Creek and Alice Springs Housing review community engagement meetings
Attended various meetings in Tennant Creek and Alice Springs
Met with CEO Housing Ms Leah Clifford to discuss the Head Leasing Initiative
National Shelter Council Meeting and the AHURI National Housing Conference in Perth
Alice Springs Accommodation Action Group meeting
Barkly Region Accommodation Group meeting
Darwin Region Accommodation Action Group meeting
- Nov** Met with CEO from Mission Australia, Catherine Yeoman
Attended NTCOSS Member CEO Network
Attended the Property Council of Australia State of the Territory Luncheon on Friday
NT Shelter has entered a new arrangement with Dorward Technologies to modernise and redevelop our website. We now have a website which allows us to stream our Twitter feeds, breaking news and research from conferences as well as membership and event management.
- Dec** Submitted to all NT Government Ministers the 2016/17 Pre-Budget submission (PBS).
Attended the NT Government/NGO Partnership Group (NNPG) meeting.
- Facilitated 2-day Operational Planning Session for all staff to develop Work plan for remainder of 2015-2016
- Alice Springs Accommodation Action Group meeting
- Barkly Region Accommodation Group meeting
- Darwin Region Accommodation Action Group meeting



2016

Jan Attended meeting with Executive Manager of Homelessness and Social Inclusion at Anglicare to discuss Dept. of Housing Consultation strategy draft.
Met with Stephanie Booker, Community Legal Education Officer with the Northern Territory Legal Aid Commission. She's gathering information to develop an NT-specific plain language law online resource.

Participated in Council for Homeless Persons Australia (CHPA) teleconference with issues discussed including:

- the wind down of Homelessness Australia (HA)
- A final HA Board meeting to be held 1st march in Canberra
- A Face to face meeting of Council Members (NT has membership) and the HA Board meeting.

Feb Catch up meeting with CEO Larrakia Nation Aboriginal Corporation (LNAC) regarding various homelessness projects across Darwin. This would feed into how we can work collaboratively together with Aboriginal Housing NT (AHNT)

Provide Secretariat to Board of Management (BOM) February Meeting

Alice Springs Accommodation Action Group and Darwin Region Accommodation Action Group meetings

Attended Chief Minister's meeting with the NGO sector

Mar Attend and facilitate the Darwin Region Accommodation Action Group meeting

Attended National Shelter Council Meeting in Adelaide with contribution from NT submitted

Development of Housing Fact Sheets and employment of Consultant

Liaise with IT Consultant regarding new NT Shelter Website

Apr Couch Surfing Event at the NT Parliament House and Larry Orange attended event on behalf of NT Shelter.

Attend and facilitate the Katherine Accommodation Action Group meeting (KAAG)

Provide secretariat to the Board of Management (BOM) meeting

NTCOSS Board Meeting

Worked with Tony Burns of HPA, Winnellie to submit NT issues relating to the NDIS Specialist Disability Accommodation Framework submission on behalf of the Community Housing Industry Association and the Community Housing Federation of Victoria in conjunction with:

- NSW Federation of Housing Associations
- Community Housing Council of SA
- CHPs for Queensland
- Shelter Tasmania



- NT Shelter

Provide secretariat to the Executive Committee Meeting (ECM)

Establish a Katherine Homelessness working group to develop project plan and commence planning for Katherine Homeless Day (KHD) in August.

Attended NT Peaks Network Meeting to discuss proposed election advocacy strategies.

May Provide Secretariat to the Executive Committee Meeting (ECM)

Council for Homeless Persons Australia (CHPA) Teleconference

Meeting with the Larrakia Healing Group

Attend the Australia Day Council – Volunteers Day BBQ and Information Stalls in Tamarind Park - 12pm to 2pm

Attended meeting with Edgar Lui to participate in research project on lower income household barriers to low carbon living

Attend and facilitate the Darwin Region Accommodation Action Group meeting

End of Financial Year preparation – submit funding proposal to Department of Housing

Attended the Aboriginal Housing NT (AHNT) meeting request and present NTS overview to this group

Attended meeting with Marie Hodsdon at YMCA regarding new membership

Attend and facilitate the Katherine Accommodation Group meeting (KAAG)

Jun Attended the launch of the Remote Housing Strategy in Alice Springs with former Chief

Minister Adam Giles and the Minister for Housing Bess Price

Provide Secretariat to the Executive Committee Meeting (ECM)

Central Australian Policy Officer – Jacqueline Brady successful applicant commenced

Darwin Policy Officer Sonia Russell completed secondment

Attended the SVDP CEO Sleep out Interview Panel with Charlie King on the topic of Humanising Homelessness

Attended the historic Kenbi Land Title Handover held on the scenic Cox peninsular site overlooking Darwin City and harbour

Attended initial discussion with Dept. of Housing on Innovation fund proposals

Attended workshop on Homelessness Policy and Funding facilitated by AHURI (the Australian Housing and Urban Research Institute) on behalf of state, territory and commonwealth housing officials.



Priority Work Projects

Accommodation Action Groups (AAG's)

NT Shelter is responsible for conducting regular sector consultation and engagement meetings through the regional Accommodation Action groups established in Darwin, Katherine, Alice Springs and Tennant Creek. The groups:

- Raise the lack of housing and accommodation suitable for the target group at all levels of government through NT Shelter as the peak non-government housing and homelessness body;
- Advocate the need for accommodation that is suitable for the target group with government agencies;
- Work together to develop new ideas and/or specific actions or projects which may result in additional affordable and sustainable accommodation outcomes for the target group;
- Work together and contribute to the ongoing actions of the Greater Darwin Regional Homelessness action plans; and
- Share information on emerging issues and trends between all agencies working with the target group.

The AAG's provides an opportunity for cross-sector collaboration to develop options and strategies to deliver better outcomes for individual and shared clients. The issues raised by service providers in action groups are related to people who are unable to find safe, affordable or adequate temporary accommodation or long term housing or at risk of becoming homeless. These issues are then fed into the development of policy advice to the Northern Territory Government through the annual NT Shelter Pre-Budget submission (PBS) process as well as other mechanisms.

Shelter ME

Shelter Me is a web directory of services for homeless people in the Northern Territory. Shelter ME postcards (below) continue to be disseminated to the homeless sector. The postcards are designed to assist service providers to remind their users to access the site or use it as a referral tool.



Factsheets

NT Shelter Housing Factsheets were redesigned to be more topical and have recently included a Ten-year Housing Affordability Report Card. This examines a range of data from



several sources e.g. REINT, REIA and NTG Department of Housing Annual report and Australia Bureau of Statistics. Consultant Jonathon Pilbrow produced the first report card for NT Shelter and future topics will include housing stress by income and tenure analysis in the coming year.

Stock Mapping Project

NT Shelter compiled data sets to provide customised data across the 4 urban areas to the Department of Housing to contribute to the Homelessness needs analysis. The data comprises social accommodation and social housing stock maps of Darwin, Katherine and Alice Springs.

Homelessness Response Group

In 2015, a presentation was made to the Darwin Region Accommodation Action Group about the positive outcomes of a Homelessness Response Group [HRG] in Tasmania. In May 2015, a steering group was formed in Darwin made up of St Vincent de Paul, YWCA, Larrakia Nation, Mission Australia, The Salvation Army, Anglicare and TEAMhealth, with NT Shelter providing secretariat support. The steering group assessed that a pilot HRG would be beneficial to the Darwin homelessness sector. NT Partners in Recovery System Reform funding was secured by the steering group for a pilot Darwin HRG to run in 2016.

An end of pilot evaluation was conducted in June 2016 and found the HRG a successful model to coordinate the case management of young people and adults who are homeless or are at risk of homelessness, and are experiencing long term, severe and persistent mental illness or with complex needs in the Darwin Region; and, to gather and distribute systemic issues experienced by organisations in providing case management to young people and adults who are homeless or are at risk of homelessness, and are experiencing long term, severe and persistent mental illness or with complex needs in the Darwin Region.

From July – December 2016, the HRG will operate from NT Shelter with a suite of documents and processes reviewed from the June 2016 evaluation.

Case Management Toolkit

There is a mixed approach to case management through the sector in the NT. Service providers in the housing support and homelessness sector identified the need for common language and universal practices around case management to assist with referrals and collaborative planning and to assist with staff training and development. Funding agreements increasingly expect services to use case management and the sector wanted to be proactive in designing a toolkit that meets the needs in the NT. The Department of Housing is very supportive of the development of a sector led toolkit.

In late 2015, NT Shelter funded Project Coordinator Miranda Halliday formerly with AADANT, who had recently completed a case management toolkit for the NT AOD sector, as a project worker to develop a Case Management in housing and homelessness services toolkit.



NT Shelter established a steering committee to oversee the work. This includes representation from key agencies working in the NT including Anglicare, Catholic Care, YWCA, Mission Australia and Tangentyere Council. Also included was Joan Washington who works at Melaleuca Refugee Centre and is an NT specialist on trauma. Consultations with housing and homelessness organisations throughout the NT took place in late 2015 and early 2016.

The draft toolkit was road tested with selected workers on the ground and it was envisaged at the time to be launched in May or June 2016, however due to recruitment delays was finally launched in October 2016.

The Good Practice Guide and toolkit embeds trauma informed practice and describes the different aspects of case management and what is required of workers at each phase. The toolkit allows for a shared approach to case management to ensure quality service delivery and effective inter-agency collaboration. It was carefully designed and uses infographics to be accessible to the range of people working in our sector, including people whose first language isn't English and people with little formal schooling.

The Case Management in Housing and Homelessness Services good practice guide and toolkit is a comprehensive, evidence based practice package designed to assist practitioners who provide case management within specialist housing and homelessness services in the NT.

Housing and Homelessness services in the NT are provided by a variety of Government agencies and Non-Government Organisations and are inclusive of an array of support services to assist clients in achieving and maintaining their tenancy, including that of crisis, transitional, short and long term and supported accommodation.

Orange Sky Event

The Australia Day Council NT (ADCNT) each year hosts a Tour of Honour, to celebrate National Award Recipients in our community. This year ADCNT hosted the 2016 Young Australian of the Year Award Recipients - Lucas Patchett and Nicholas Marchesi. NT Shelter facilitated and participated with Larrakia Nation Night Patrol in the Australia Day Council Volunteers Day event held on 13th May at Tamarind Park.

Media and promotional work

NT Shelter now produces a combined revamped Housing and Homelessness E-News. NT Shelter moved to using the Mail Chimp platform permanently in April 2016.

Several radio interviews have been conducted throughout the year including an ABC interview with the EO highlighting the link between aboriginal homelessness and overcrowding in remote communities and the lack of available supported accommodation in the regions.



NT Shelter took the work of the National Shelter's #VOTEHOME federal election campaign, which then became the basis for the success NT election campaign called VOTEHOMENT# on social media.



Future Priorities

Sector Issues of concern

- Inability of the current NT housing system to address the burgeoning demand for housing for low income households and supported accommodation.
- NT Shelter's Pre-Budget Submission identified the development of a sustainable 'community housing growth provider' sector, providing supported accommodation, social housing and affordable housing in response to need
- Critical need for 'whole of system' responses to address the accommodation needs of the following groups where they are at risk of experiencing homelessness: Single females over 35, with no domestic and family violence or alcohol and other drugs issues; Single parents with dependent children; Youth, with/without dependent children; People with **disabilities** with dependent children; Aged; People with health issues, including with mental health; and, people in remote areas.
- Department of Housing policy regarding Bond loans and upfront bonds preventing people from moving out of homelessness and into DHsg properties.
- How Specialist Homelessness Information Platform (SHIP) works in NT and the fact that agencies are not reporting correctly into SHIP as it is not possible to capture accurate data of clients in the current configuration (most other jurisdictions have adapted and this is possible for the NT).
- Protracted annual funding negotiations resulting in serious adverse ability to deliver services as organisations must prepare for program wind down from March and are losing experienced talent from sector because of no job/ program security.
- Better collaboration between Department of Health and Department of Housing regarding cross over of people with health needs who are taking up beds originally designed for homeless people. Attention needed regarding severe health needs of many people sleeping rough. Unacceptable situation of people being exited from the hospital into homelessness as there is no alternative accommodation in Darwin.
- Visitors accommodation required in Darwin, Tennant Creek, Katherine.
- Paperless arrests leading to increased incarceration of rough sleepers.



Audited financial statement (Sections)

**NORTHERN TERRITORY SHELTER
INCORPORATED
SPECIAL PURPOSE FINANCIAL REPORT
for the period ended 30th June 2016**

SUSANNE LEE & ASSOCIATES PTY LTD

CERTIFIED PRACTISING ACCOUNTANTS

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**NORTHERN TERRITORY SHELTER INCORPORATED
SPECIAL PURPOSE FINANCIAL REPORT
YEAR ENDED 30 June 2016**

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**NORTHERN TERRITORY SHELTER INCORPORATED
STATEMENT BY THE MANAGEMENT COMMITTEE**

for the year ended 30th June 2016

In our opinion –

- (a) the accompanying financial report as set out on pages 4-12 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 2016 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 names of each committee member of the association during the relevant financial year were:

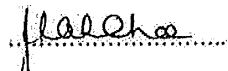
Jean Ah Chee (Chair & President)
Mike Byrne (Darwin) (Vice President)
Georgina Bracken (Secretary)
Anthony Willits (Treasurer)
Alan Mole
Leigh Woolcock
Jayne Lloyd
Jessica Watkinson
Colin Tidswell
Sally Langton

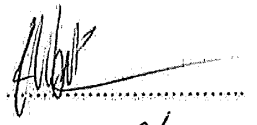
- (b) The principal activities of the association during the relevant financial were:

“To work towards a just and fairer housing system in the NT by ensuring appropriate and affordable housing is available to everyone, especially disadvantaged groups and those on low incomes in the NT”.

- (c) The net surplus of the association for the relevant financial year was: \$93,484.37

Signed at Darwin on 15 / 11 / 2016


President


A/Treasurer

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

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**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF NORTHERN TERRITORY SHELTER INCORPORATED**

Scope

I have audited the attached special purpose financial report of the Northern Territory Shelter Incorporated for the year ended 30th June 2016. The Association's Board 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 the Northern Territory Shelter 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 Board 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 the financial report presents fairly in accordance with the accounting policies described in Note 1 to the financial report and the *Associations Act*, the financial position of the Northern Territory Shelter Incorporated at 30th June 2015 and the results of its operations for the year then ended.

**SUSANNE LEE, FCPA
DATED: 11/08/2016**

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





Northern Territory Shelter Incorporated
Balance Sheet

June 2016

	This Year	Last Year
Assets		
Current Assets		
Cash at Bank/On Hand		
Cheque Account	\$113,634.62	\$14,243.48
Electronic Clearing Account	\$0.00	(\$598.40)
Petty Cash	\$300.00	\$300.00
Bendigo General 8515	\$1,805.62	\$53,452.64
Bendigo TD	\$40,737.14	\$93,557.71
Total Cash at Bank/On Hand	\$156,477.38	\$160,955.43
Trade Debtors		
Trade Debtors	\$80,000.00	\$629.80
Other Assets		
Access Card Deposit	\$90.91	\$390.91
Real Estate Agent Deposit	\$6,600.00	\$2,000.00
Storage Unit Deposit	\$0.00	\$80.00
Cab Charge Deposit	\$200.00	\$200.00
Total Other Assets	\$6,890.91	\$2,670.91
Total Current Assets	\$243,368.29	\$164,256.14
Non-Current Assets		
Motor Vehicle at Cost	\$21,378.37	\$21,378.37
Accumulated Depreciation	(\$12,628.97)	(\$11,084.96)
Furniture & Fittings at Cost	\$1,222.73	\$0.00
Total Non-Current Assets	\$9,972.13	\$10,293.41
Total Assets	\$253,340.42	\$174,549.55
Liabilities		
Current Liabilities		
Grants & Advances		
Balance carried forward	\$85,419.98	\$49,440.56
Trade Creditors		
Trade Creditors	\$22,225.86	\$14,812.23
Credit Cards		
MasterCard	\$1,266.47	\$0.00
Payroll Liabilities		
Provision for Annual Leave	\$5,346.39	\$12,104.31
Total Payroll Liabilities	\$5,346.39	\$12,104.31
GST Liability		
GST Paid	(\$19.24)	\$0.00
Total GST Liability	(\$19.24)	\$0.00
Other Current Liabilities		
Income in Advance	\$0.00	\$8,537.33
Total Other Current Liabilities	\$0.00	\$8,537.33
Total Current Liabilities	\$114,239.46	\$84,894.43
Non-Current Liabilities		
Provision Long Service Leave	\$2,000.00	\$46,038.53
Total Non-Current Liabilities	\$2,000.00	\$46,038.53
Total Liabilities	\$116,239.46	\$130,932.96
Net Assets	\$137,100.96	\$43,616.59
Equity		
Accumulated Funds	\$43,616.59	\$58,020.25
Surplus/Deficit	\$93,484.37	(\$14,403.66)
Total Equity	\$137,100.96	\$43,616.59

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



Northern Territory Shelter Incorporated

Profit & Loss

July 2015 through June 2016

	This Year	Last Year
Income		
Grants		
Department of Housing	\$551,050.18	\$523,812.81
Unspent Balance Carried Forward	-\$85,419.98	\$0.00
Unspent Balance Bought Forward	\$49,440.56	
Total Grants State Recurrent	\$515,070.76	\$523,812.81
Grants State Non Recurrent		
Unspent Balance Carried Forward	\$0.00	\$5,014.96
Dept of Justice	\$0.00	\$35,000.00
Total Grants State Non Recurrent	\$0.00	\$40,014.96
Other Grants		
Grants -St Vincent DePaul	\$72,727.27	\$0.00
Total Grants	\$595,070.76	\$514,387.21
Trading Activities		
Registration Fee Income	\$0.00	\$892.72
Sponsorship	\$4,090.92	\$0.00
Membership	\$636.36	\$13,660.00
Meeting Room/Equip Hire Income	\$13,530.98	\$0.00
Total Trading Activities	\$18,258.26	\$14,552.72
Other Income		
Other Income (Employee Provisions Adjustment)	\$50,796.45	\$5,764.39
Bank Interest Received	\$2,539.41	\$2,197.29
MV Lease Income	\$0.00	\$11,500.00
Project Management Income	\$19,000.00	\$19,920.00
MV replacement reserve	\$0.00	\$10,000.00
Total Other Income	\$65,063.13	\$49,381.68
Total Income	\$678,392.15	\$578,321.61
Expenses		
Wages & Salaries	\$363,396.92	\$334,873.14
Travel	\$26,073.68	\$32,530.35
Vehicle Expenses	\$6,460.84	\$33,543.31
General Office Expenses	\$40,688.51	\$27,009.41
Office Overheads	\$49,313.98	\$68,745.03
Program Expenses	\$14,371.43	\$36,395.76
Financial Services	\$65,537.07	\$52,096.44
Conference Expenses	\$19,065.35	\$3,785.36
Total Expenses	\$584,907.78	\$588,978.80
Operating Profit	\$93,484.37	(\$10,657.19)
Other Expenses		
Loss on Disposal of Asset	\$0.00	\$3,746.47
Prior Year Adjustments	\$0.00	\$0.00
Net Profit / (Loss)	\$93,484.37	(\$14,403.66)

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



NORTHERN TERRITORY SHELTER INCORPORATED

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2016

1. SUMMARY OF ACCOUNTING POLICIES

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

Reporting entity

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

Accounting policies

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

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

Government Grants

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

Assets

Current policy is to expense all purchases of a capital nature except those costing in excess of \$5,000.

Employee Entitlements

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

Income tax

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

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



Northern Territory Shelter Incorporated

NT SHELTER FUNDS

Job Profit & Loss Statement

July 2015 through June 2016

	Year to Date
Income	
Dept of Housing	\$292,959.20
Unspent Balance Carried Forward	(\$3,001.62)
Total Income	\$289,957.58
Expense	
Staff Wages	\$147,753.04
Superannuation	\$14,664.55
Admin/Bookkeeper Wages	\$11,032.50
Staff Development	\$180.00
Workers Compensation Insurance	\$1,623.60
Holiday Leave Loading	\$2,166.04
Recruitment	\$5,412.54
Travel	\$5,116.51
Travel Allowance	\$1,377.66
Accommodation	\$1,046.44
Mileage Allowance	\$199.30
Board Travel	\$4,096.08
Board Accommodation	\$796.58
MV Rental	\$802.20
Fuels & Oils	\$1,049.84
Registration	\$637.41
Repairs & Maintenance	\$592.35
MV Insurance	\$327.27
Depreciation on MV (15%)	\$1,544.01
Stationery	\$3,181.36
IT Support	\$15,031.73
Publicity & Marketing	\$928.14
Equipment	\$3,667.22
Postage	\$563.26
Printing & Photocopying	\$3,382.95
Miscellaneous	\$112.27
Rent	\$23,965.64
Telephone/Fax/Internet	\$4,329.31
Insurance (Public Liability)	\$545.45
D & O Insurance	\$371.66
Electricity	\$2,195.55
Cleaning	\$4,199.91
Repairs & Maintenance	\$534.35
Equipment Hire	\$108.00
Catering	\$610.52
Office Amenities	\$515.97
Resources	\$36.92
Subscriptions & Memberships	\$9,031.78
Audit	\$2,250.00
Consultation Services	\$6,699.32
Bank Fees/GST Rounding	\$800.55
Conference Registration	\$1,259.09
Office Establishment costs	\$5,218.71
Total Expense	\$289,957.58
Net Profit/(Loss)	\$0.00



Northern Territory Shelter Incorporated

PROJECT FUNDS: SHELTERME PROJECT

Job Profit & Loss Statement

July 2015 through June 2016

	Year to Date
Income	
Dept of Housing	\$18,000.00
Unspent Balance Brought Forward	\$6,573.75
Unspent Balance Carried Forward	(\$5,522.92)
Total Income	\$19,050.83
Expense	
Staff Wages	\$9,107.26
Superannuation	\$360.00
Project Wages	\$2,000.00
Holiday Leave Loading	\$120.00
Travel	\$646.99
Stationery	\$99.00
IT Support	\$3,472.13
Publicity & Marketing	\$1,045.45
Telephone/Fax/Internet	\$200.00
Project Management Fee	\$2,000.00
Total Expense	\$19,050.83
Net Profit/(Loss)	\$0.00

Northern Territory Shelter Incorporated

CHANCE

Job Profit & Loss Statement

July 2015 through June 2016

	Year to Date
Income	
Unspent Balance Brought Forward	\$26,387.81
Total Income	\$26,387.81
Expense	
Staff Wages	\$5,362.98
Superannuation	\$509.39
Printing & Photocopying	\$220.00
Telephone/Fax/Internet	\$98.18
Venue Hire	\$2,228.18
Catering	\$141.86
Consultation Services	\$13,199.14
Consultant Travel	\$3,324.45
Consultant Accommodation	\$1,303.63
Total Expense	\$26,387.81
Net Profit/(Loss)	\$0.00



Northern Territory Shelter Incorporated
PROJECT FUNDS – HOMELESSNESS POLICY OFFICER
Job Profit & Loss Statement

July 2015 through June 2016

	Year to Date
Income	
Dept of Housing	\$147,232.80
Unspent Balance Carried Forward	(\$4,168.17)
Total Income	\$143,064.63
Expense	
Staff Wages	\$66,892.30
Superannuation	\$5,299.11
Project Wages	\$7,500.00
Staff Development	\$618.64
Workers Compensation Insurance	\$541.20
Holiday Leave Loading	\$843.23
Recruitment	\$801.82
Travel	\$3,813.42
Travel Allowance	\$1,559.56
Accommodation	\$154.55
Mileage Allowance	\$180.18
MV Rental	\$155.31
Fuels & Oils	\$310.85
Stationery	\$123.78
IT Support	\$6,116.24
Publicity & Marketing	\$239.00
Memberships	\$27.27
Equipment	\$45.68
Postage	\$10.86
Printing & Photocopying	\$1,617.28
Miscellaneous	\$174.19
Rent	\$310.00
Telephone/Fax/Internet	\$2,378.30
Insurance (Public Liability)	\$5,597.53
Electricity	\$160.02
Cleaning	\$27.64
Catering	\$290.36
Office Amenities	\$145.45
Subscriptions & Memberships	\$331.82
Audit	\$500.00
Consultation Services	\$27,808.13
Project Management Fee	\$7,500.00
Bank Fees/GST Rounding	\$36.36
Conference Registration	\$954.55
Total Expense	\$143,064.63
Net Profit/(Loss)	\$0.00



Northern Territory Shelter Incorporated

ASSOCIATION FUNDS

Job Profit & Loss Statement

July 2015 through June 2016

	Year to Date
Income	
Unspent Balance Brought Forward	\$16,479.00
Fee for Service	\$1,363.64
Sponsorship	\$636.36
Membership	\$13,530.98
Other Income	\$50,796.45
Bank Interest Received	\$2,539.41
Project Management Income	\$19,000.00
Total Income	\$104,345.84
Expense	
Miscellaneous	\$14.49
Telephone/Fax/Internet	\$92.71
Electricity	\$195.17
Bank Fees/GST Rounding	\$62.46
Office Establishment costs	\$10,496.64
Total Expense	\$10,861.47
Net Profit/(Loss)	\$93,484.37

Northern Territory Shelter Incorporated

CAPO

Job Profit & Loss Statement

July 2015 through June 2016

	Year to Date
Income	
Dept of Housing	\$92,858.18
Total Income	\$92,858.18
Expense	
Staff Wages	\$71,089.25
Superannuation	\$5,615.92
Workers Compensation Insurance	\$541.20
Holiday Leave Loading	\$1,229.62
Travel	\$3,506.27
Travel Allowance	\$1,097.75
Accommodation	\$1,893.30
MV Rental	\$703.18
Fuels & Oils	\$338.42
Stationery	\$278.35
IT Support	\$136.36
Publicity & Marketing	\$68.18
Equipment	\$89.95
Postage	\$37.91
Rent	\$3,410.00
Telephone/Fax/Internet	\$702.56
Venue Hire	\$518.69
Catering	\$204.02
Office Amenities	\$69.80
Subscriptions & Memberships	\$138.06
Bank Fees/GST Rounding	\$53.03
Conference Registration	\$1,136.36
Total Expense	\$92,858.18
Net Profit/(Loss)	\$0.00



Northern Territory Shelter Incorporated
NATIONAL SHELTER
Job Profit & Loss Statement
July 2015 through June 2016

	Year to Date
Income	
Fee for Service	\$2,727.28
Total Income	\$2,727.28
Expense	
Staff Wages	\$2,132.73
Travel	\$589.09
Postage	\$5.46
Total Expense	\$2,727.28
Net Profit/(Loss)	\$0.00

Northern Territory Shelter Incorporated
St Vincent de Paul NT Grant
Job Profit & Loss Statement
July 2015 through June 2016

	Year to Date
Income	
Other Income	\$72,727.27
Unspent Balance Carried Forward	(\$72,727.27)
Total Income	\$0.00
Net Profit/(Loss)	\$0.00