

# Aboriginal Child, Family and Community Care State Secretariat (AbSec)

## Annual Report 2012/2013



## Acknowledgement

The Aboriginal Child, Family and Community Care State Secretariat (AbSec) would like to acknowledge that our work is conducted on the land of the Aboriginal nations of NSW.

We pay our respects to the Elders, both past and present and to those of the future, for they hold the memories, the traditions, the culture and aspirations of the Aboriginal Community.



## Who are we

The Aboriginal Child, Family and Community Care State Secretariat (AbSec) is a not-for-profit incorporated community organisation. The organisation is primarily funded by the NSW Department of Family and Community Services and is recognised as the peak NSW Aboriginal organisation providing child protection and out-of-home care policy advice on issues affecting Aboriginal children, young people, families and carers.

AbSec's membership primarily comprises of Aboriginal Out-of- Home Care (OOHC) and family support agencies along with foster and kinship carers but categories of membership are also available to organisations and individuals who supports AbSec's goals and principals.



## Contents

Acknowledgement .....	1
Who are we.....	1
Contents .....	2
Annual General Meeting – Agenda.....	3
Our Principles.....	4
History of the Aboriginal Child, Family and Community Care State Secretariat NSW (AbSec).....	5
AbSec Aims and Objectives.....	6
Acknowledgement of Partnerships .....	6
AbSec Structure 2013.....	7
Chairperson's Report 2012/2013 .....	8
Chief Executive's Report .....	11
Protecting Aboriginal Children Together (PACT)..	12
Intensive Family Based Services (IFBS).....	14
Bringing Them Home .....	16
Aboriginal Jobs Together (AJT).....	18
Aboriginal Family Group Conferencing (AFGC)....	19
Training and Support.....	21
2012/2013 Service Provision.....	22
Transition Team .....	32
AbSec Financial Statements.....	36



## **Annual General Meeting – Agenda**

**Aboriginal Child, Family and Community Care  
State Secretariat NSW  
Annual General Meeting  
Thursday 17 October 2013, 11am**



### **AGENDA**

- Welcome
- Apologies
- Confirmation of previous minutes of AGM
- Chairperson's Report
- Auditor's Report
- Annual Report
- Other Business





## Our Principles

### **Acknowledge and Respect**

We will acknowledge the cultural diversity of the Aboriginal nations of Australia and respect them as the traditional owners of the land and further acknowledge their elders, their cultural knowledge and lore;

### **Professionalism**

We will provide and advocate for high quality, innovative/alternative and culturally appropriate, accessible and relevant services;

### **Commitment**

We will advocate for Aboriginal children and young people, their families, extended families, carers and communities;

### **Openness**

Our relationship with stakeholders will be characterised by integrity and openness and our decision-making will be transparent;

### **Holistic social cohesion**

Our work will promote social cohesion amongst our own communities and the broader NSW community as a means of ensuring better life outcomes for all Aboriginal Children and Young People;

### **Independence**

We will remain politically unaligned and independent of other institutions;

### **Self determination**

We will advocate to ensure that the interests of Aboriginal children and young people, their families, extended families, carers and communities are appropriately reflected in government policy and decision making processes and outcomes;

### **Integrity**

We will maintain our integrity and professional standards at all times;

### **Solutions focus**

We will be solution focused and apply a whole-of-system approach to problem-solving.



## History of the Aboriginal Child, Family and Community Care State Secretariat NSW (AbSec)

In 1999, Community Services (CS - formerly the Department of Community Services) funded the Association of Children's Welfare Agencies (ACWA) to bring all of the funded Aboriginal Out-of-Home-Care (OOHC) agencies together on a monthly basis to form a network of agencies. This group of agencies formed the AbSec committee.

In 2000, ACWA as the incorporated body and AbSec as the advisory body was the successful tender to provide support service to Aboriginal carers in NSW. This service is the Aboriginal Statewide Foster Carer Support Service (ASFCSS). It was agreed that once AbSec incorporated the ASFCSS would be transitional from ACWA to AbSec.

ACWA and AbSec agreed that the ASFCSS would be located within ACWA until AbSec's incorporation. The State Co-coordinator of ASFCSS was appointed in September 2000.

Also during 2000, CS made \$1million available for service improvements to Aboriginal OOHC agencies. It allowed agencies to assess the needs of their agencies and priorities. One of the priorities identified was training for staff. CS released funding through the Expression of Interest process (EOI) and ACWA was the successful tender.



In 2001, AbSec submitted a proposal to Community Services for funding as the peak body for Aboriginal OOHC in NSW. The proposal was well received and funding approved. The AbSec Committee, with support from ACWA, worked tirelessly towards AbSec becoming incorporated.

An EOI went out for a consultant to develop the Constitution for AbSec. Task dynamics were the successful consultants and, in April 2002, AbSec became a legally incorporated peak body.

In September 2002, AbSec employed the Executive Officer (EO). The EO and state Foster Carer co-coordinator were both located within ACWA while suitable premises were found for AbSec. In June 2003, staff moved into their new office.

AbSec continues to work proactively with ACWA and other peak organisations, and enables other government and non-government services a means of communication with Aboriginal Out-Of-Home-Services on a state level.



## AbSec Aims and Objectives

- To assist Aboriginal communities in their goals to achieve self-determination and create a safe, secure and caring environment for their children and young people.
- To provide support, information and networking opportunities for Aboriginal agencies providing care and protection services for children and young people.
- To advise the Government, key Departments and agencies on issue impacting Aboriginal children and families.
- To provide advice on child protection and out-of-home care policy
- To provide advice to the Department of Family and Community Services, Community Services on issues for Aboriginal families involved in child protection and out-of-home care services
- To provide a communication mechanism between Aboriginal member agencies, communities, government departments and non-government organisation's on issues affecting Aboriginal children and young people, their families and communities.

## Acknowledgement of Partnerships

AbSec would like to acknowledge our corporate partners and funders, the Department of Family and Community Services, Community Services (CS) - our primary funding body who have demonstrated a real commitment in the past 4 years to conduct business with Aboriginal people in a more culturally appropriate way. We would especially like to acknowledge the support offered by Ms Maree Walk, Chief Executive, Community Services and our brothers and sisters at the Aboriginal Services Branch and those on the Aboriginal Reference Group.



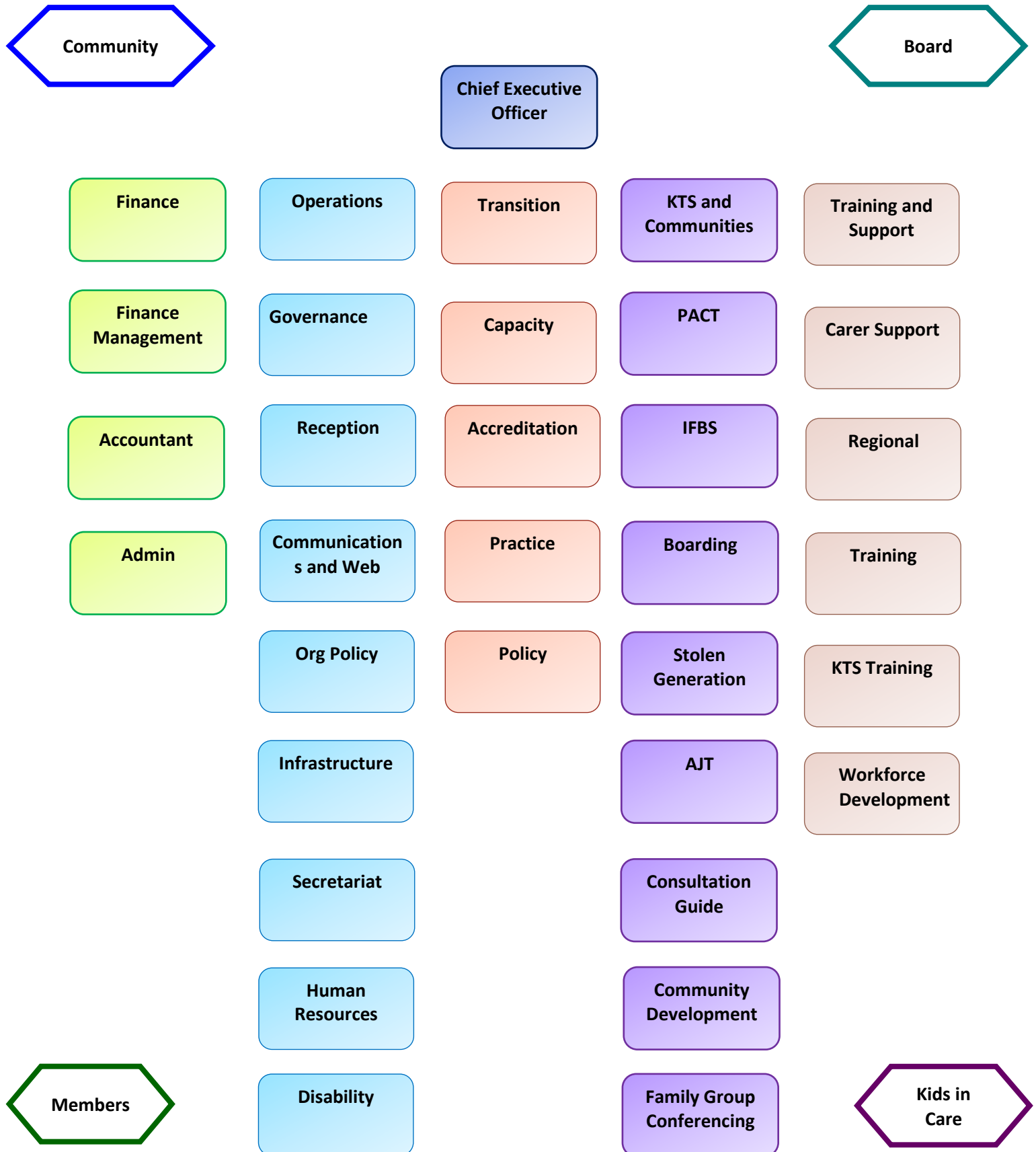
We would like to thank OATSIH for the funding they have made available to the Stolen Generations Council of NSW/ACT.

We continue to work proactively with the NSW Government and AbSec acknowledges the support of the Hon. Pru Goward MP, Minister for Family and Community Services, Minister for Women and the Hon. Victor Dominello MP, Minister for Citizenship and Communities, Minister for Aboriginal Affairs.

We welcome a new relationship with the Hon. John Ajaka MLC, Minister for Ageing, Minister for Disability Services in expanding support of the Aboriginal Community.



## AbSec Structure 2013



## Chairperson's Report 2012/2013

2012/2013 has spun by in a blur.....a blur of transitions, growth, capacity building and development of new and partner agencies.

To meet these challenges AbSec has continued to grow, with additional staff bringing our employee numbers up to 27.

In February we saw Mr Bill Pritchard move on to a different phase in his life, it was with mixed emotions that we celebrated his achievements and his resignation. Bill undertook a mammoth task when he agreed (if you speak to him, when he was cajoled) to take on the role of AbSec Executive Officer. When we look back on what he accomplished for Aboriginal families, Aboriginal children and Aboriginal communities, the list is huge. Bill worked tirelessly at the highest levels to ensure that outcomes for AbSec had a flow on effect for member agencies, in the form of expansion, growth, development, and self-determination for Aboriginal people. We wish Bill well and look forward to working with him in whatever capacity he chooses, and we know that as the "warrior" he is, Bill will be back in the NSW Aboriginal service sector again.

We welcomed Ms Angela Webb as the new Chief Executive Officer, in March 2013. Angela has brought a new eye to our Peak and we thank her for all her hard work. Angela had big shoes to fill, with Bill Pritchard's resignation, but she continues to champion our cause and continues to represent Aboriginal children and families at the highest levels, as well as advocating for the member agencies wherever possible and whenever needed. Angela has worked hard at building relationships and standing firm on issues that arise for our people. We thank her for her contributions and rest safe in the knowledge that Angela now leads AbSec, and that it is in safe, strong black hands.

It has been a remarkable year, of achievements that highlights the great work undertaken by all AbSec staff.

One of the major highlights in August 2012, being AbSec and the Stolen Generations Council's involvement with the 100 year commemoration of the Cootamundra Aboriginal Girls Training School, and the wonderful work that AbSec staff conducted, under difficult circumstances to achieve this. It was an honour to represent AbSec as the Chair at such a remarkable event, and to witness firsthand the impact that the sensitive and thorough organisation had on the "Coota Girls."

I was also honored to be present for the opening of the revamped AbSec premises, with both the Hon. Pru Goward MP, Minister for Family and Community Services, Minister for Women and Ms Marie Walk Chief Executive Officer, Community Services in attendance, along with numerous dignitaries and heads of agencies; it was a wonderful demonstration of the high regard that AbSec now holds within our sector.

Minister Goward signed another MOU between AbSec and the Department of Family and Community Services, a further feather in the cap of AbSec.

AbSec's list of achievements for the past 12 months is huge, and I'm sure will be covered in the AbSec Annual Report. I would however like to mention that from the beginning of the transition over 350 Aboriginal children, young people and their carers





have transitioned to Aboriginal Agencies, adding to the 300 that were already in our care, leaving 2,000 to transition over the next 8 years.

The Intensive Family Based Service (IFBS) and Protecting Aboriginal Children Together (PACT) pilots have been reviewed, with the outcomes positive, we still struggle with referrals at times for both pilots in certain areas, and with developing those really important relationships that need to enhance the referral process, but the agencies, alongside Dave Tierney and his team are working hard to address this, and re-educate about the positives of the process and early intervention. This is a continuing opportunity for Aboriginal people in Aboriginal organisations to address Aboriginal family issues in our own way.

Nick, Barry, Peter, Julie, Wendy, Noel, and the Transition Team continue to inform change, providing scoping papers and direction for the Aboriginal Out-of- Home Care (OOHC) sector. Peter and Julie have been very proactive supporting new and partnership agencies around accreditation and working well as a liaison with the OCG.

The Transition Team will continue to oversee the transfer of Aboriginal children to Aboriginal agencies over the next year. We now have 14 Aboriginal agencies or partnerships in OOHC operating across the state. This is a wonderful outcome of the Transition Team, and with the projected growth, this can only get bigger and better for our Aboriginal children and families across NSW.

Tracy continues lead our Foster Care Team, and as always works diligently in supporting carers and workers across the state. A major achievement for Tracy and Matt has been the roll out of the Aboriginal Diploma specific to the OOHC sector. Tracy and Matt have worked alongside a team of other services, including TAFE, Burrun Dalai, Ngunya Jarjum, AbCare and GLMACS to coordinate and develop this specific training, is a credit to their commitment.

The foster care team continues the foster care support groups across NSW, and the isolation of positions and the work some of the team carries out is remarkable. Vicki has done an outstanding job in keeping up the work of the team and maintaining the communications between services, carers, and Community Services.

Lyn and Pina continue to support the financial aspects of the service and do this with much responsibility, the Board understands the difficulty this presents at times given the state wide membership and the availability of board members. To the admin staff: Gail, Jessie, and Brian, you are the first point of call for our agency and also the engine room, you do all the work that keeps the place moving along, well done.

Other programs to continue include the Aboriginal Family Group Conferencing pilot, which is well on its way to delivering training for Aboriginal agencies and the completion of an Aboriginal consultation guide for the NGO sector – both recommendations of Keep Them Safe.

AbSec also continues to be a part of the Coalition of Aboriginal Peak Organisations (CAPO). This is a very powerful alliance and has placed us in a good political position that is working closely with government around the roll out of the OCHRE (Opportunity, Choice, Healing, Responsibility, and Empowerment) Report.



This has been a year of trying to keep up with an ever changing landscape, as transition rolls out; issues change daily, making it difficult to stay abreast of every change. At times it seems to be very demanding and tiring, but, it is also what we have always wanted; to play a significant role in informing government about the needs of our children, young people, and families. This has been achieved through the hard work, commitment, and persistence of Angela and the staff, and the Board thanks you for this.

The next twelve months will again see a climate of rapid change, unpredictable, and fluid playing fields, with a working environment that appears always being a step behind or on the back foot, but in reality, what will be different. As Aboriginal people that is how we have lived our whole lives, never quite knowing what is expected of us.

We know the next twelve months will bring bigger and better things for all our agencies and communities, I would like to thank the Board again, they have been a wonderful support. I would also like to thank the staff and their commitment to Aboriginal children and families. We are blessed to have a group of similar minded people that are similarly driven and have similar hopes and dreams for our future.

Thank you all

**Dana Clarke**  
**Chairperson**



## Chief Executive's Report



Wow! What a year 2012/13 has been for the Aboriginal Child, Family and Community Care State Secretariat (AbSec).

I would like to take this opportunity to thank Mr Bill Pritchard for his contributions made to AbSec over the previous 6 years he was Chief Executive Officer. Bill was a key driver of the strategies that have helped us become a successful Aboriginal peak organisation within NSW/ACT. I wish Bill the very best in his future endeavors.

As AbSec's Chief Executive Officer, I will be building on our achievements with a new strengthened approach.

Our work in support of Aboriginal Children and Young People (CYP) in Out-of-Home Care (OOHC), recruitment of Aboriginal Carers, building partnerships, strengthening and extending our relationships with the NSW Government, their departments and key stakeholders on policy and the sector has kept us focused and firmed us as a leader in the Aboriginal OOHC & Child Protection sector.

The challenges faced for Aboriginal CYP should never be underestimated and without the valuable insight and vision of the AbSec board members, we shall only strive to work harder for the betterment of Aboriginal people.

I will continue to work closely with Ms Dana Clarke, AbSec Chairperson and board members (who are representative of Aboriginal OOHC agencies and communities across NSW/ACT) to ensure that AbSec moves to a new era in time, particularly in providing strong leadership, advocacy and strategic direction.

I acknowledge the hard work, commitment and dedication of our talented AbSec staff in continuing to build partnerships and supporting our member agencies. Your passion for supporting Aboriginal Communities to care for our children is admirable.

I am well supported by a strong Senior Management team and assisted by a dedicated staff team. We will continue to support and advocate for Aboriginal Communities by way of community engagement, education and, informing and equipping communities with knowledge about the OOHC and child protection systems.

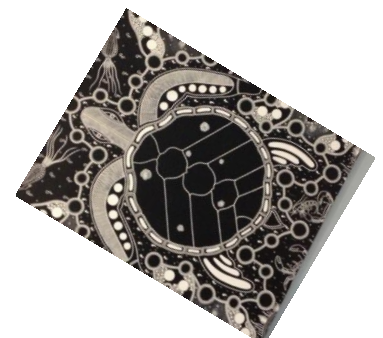
AbSec - The role we play to ensure that Aboriginal voices are heard

We continue to work towards our vision of all Aboriginal children and young people being cared for in safe Aboriginal families and communities and raised strong in spirit and identity, with every opportunity for lifelong wellbeing.

Yours sincerely

**Angela Webb**  
Chief Executive Officer

*I'm proud to report that AbSec has again achieved it's important milestones this year for its delivery of services to support Aboriginal Children*





## Protecting Aboriginal Children Together (PACT)

### Background

In 2008, the Justice Wood inquiry raised concerns around the over representation of Aboriginal children and young people in the child protection and out-of-home care service systems in NSW. Keep Them Safe (KTS) sets out the NSW Government's five year plan to improve the safety and wellbeing of children and young people; this includes actions to support and work with Aboriginal children, young people and families and to reduce the number of Aboriginal children and young people coming into contact with the child protection system.

Keep Them Safe recommendation 8.5 states that the NSW Government should "develop a strategy to build capacity in Aboriginal organisations to enable one or more to take on a role similar to that of Lakidjeka ACSASS". In effect, this means the service is to act as advisers to Community Services (CS) in relation to child protection matters.

AbSec and the Aboriginal Services Branch of the Department of Family and Community Services (FACS) have developed two PACT pilot sites located in Shellharbour and Moree. Following, is a report on the progress of each site.

### Shellharbour PACT

Myimbarr/Illawarra Aboriginal Corporation PACT Service has now been operational since April 2012. The service successfully recruited the Team Leader, two PACT Advisors and a receptionist/administration position. The premise is located at Oak Flats and is easily accessible to the community. Over the last year, Myimbarr have had 48 Aboriginal families referred to PACT which includes 98 children and of those, 16 cases have been closed.

The Aboriginal community is engaging well with the service, and the service provides advocacy and support to families, facilitates referral pathways to relevant services and works constructively with FACS to ensure the cultural needs of families are being met.

Communication between the local Community Service Centre (CSC) and PACT has continued and a solid network has been formed. Both CS staff and PACT are building on the strong relationships developed over the year, staff have continued to attend training when required, weekly allocation meetings are well attended, as are assessment consultations and pre-assessment consultations.

The Local Implementation Group (LIG) has been meeting throughout the year and continues to oversee the development and implementation of the pilot in the area. The group comprises of staff from CS, AbSec and PACT.



## Moree PACT

Pius X Aboriginal Corporation completed recruitment for the Team Leader, the two PACT Advisors and an Administrative Support Officer and it has been operational for just over 1 year now. The staff have undergone the required training around Child Protection Dynamics, Mandatory Reporting, PACT NGO training and Introduction to Child Protection. The new PACT Advisors have since worked on a number of cases and to date the service has 24 Aboriginal families that have been referred to PACT and 53 Aboriginal children with 10 of those cases have been closed.

FACS engaged a consultant who provided management and operational support to the PACT staff to work on the areas they identified as concern and it has had a positive effect on the program. The relationship between the PACT staff and CS continues to be workable which will benefit local Aboriginal children, young people and families.

The Local Implementation Group developed last year agreed to meet monthly until the PACT staff were comfortable working throughout all areas of the service. The LIG oversees the local implementation of the pilot, with the group comprising of staff from CS, AbSec, and PACT.

## Community Engagement and Involvement

The PACT pilot continues to be ground breaking and both locations have discussed local Aboriginal Elders and respected people becoming more engaged with the program. The establishment of an advisory panel is something new to the child protection sector and more discussion is needed at LIG meetings. All agree self-determination is a high priority if programs such as PACT are going to be workable for Aboriginal people and engaging with local people will better inform decision making.

## Evaluation

The PACT Program is currently being evaluated by ARTD Consultants. ARTD has liaised and engaged with local CSC's and families who have participated in PACT over the duration of the program.

The Evaluation Report is expected to be finalised by the end of 2013.

## Summary

PACT continues to make real progress in the two pilot site locations around child protection concerns. It enables Community Services to involve the Aboriginal families and communities around the decision making process of their children and young people, and the involvement of Aboriginal community people will strengthen the process. The working relationship between AbSec, CS and PACT for our Aboriginal communities, children and young people in NSW is very productive and will only strengthen as the services grow.



## Intensive Family Based Services (IFBS)

### Background

AbSec has been funded until June 2014 by FACS, to engage a Senior Program Manager to work in partnership with the Aboriginal Services Branch (ASB) of FACS, on the Aboriginal Intensive Family Based Services (IFBS) pilot.

IFBS provides an intensive, time-limited (12 week) service to Aboriginal families in crisis within the child protection system; at the high end of a service continuum where out-of-home care is likely, or will continue, without significant change in parental behaviors and in the safety of the environment for the children and young people concerned. The model also includes a step-down service, providing less intensive case management support for up to six months following the intensive crisis service.

There are **four** service types within the IFBS crisis intervention program. Each have a specific aim and intended outcome:

- **Crisis intervention:** occurs with families when their child is at imminent risk of removal, with the intention of stabilising the situation so the child or young person can stay at home while the family works toward providing a safe, stable and nurturing environment.
- **Restoration:** occurs with families when they have begun to address issues and made suitable changes that work towards providing a safe environment for the child or young person, with the intention of enabling the child or young person to return home from an OOHC placement.
- **Placement Support:** occurs with carers of children and young people in OOHC, with the intention of ensuring the child or young person is safe and their placement is stable.
- The **step-down** service helps address a gap in family support following IFBS intervention. The service helps facilitate implementation of post-intervention goals in partnership with the CSC and other relevant services and supports families to sustain the gains made while in IFBS. Step-down caseworkers can work with up to 12 families at a time

The Aboriginal NGO IFBS project has established four IFBS services in identified high-need areas across NSW. The establishment of services has been rolled out progressively over four years. Locations for the four pilot sites were identified according to the number of reports to FACS on children at risk of removal from their natural families or where safety concerns of children were identified.

Following extensive research of Aboriginal agencies with the capacity to conduct the service, and service mapping of local agencies to support an IFBS service, four locations were agreed on:

- **Kempsey** - Burrun Dalai OOHC and Family Support Services
- **Central Coast** - Bungree Aboriginal Corporation
- **Wagga Wagga** - Riverina Medical and Dental Aboriginal Corporation
- **Clarence Valley** - Bulgarr Ngaru Aboriginal Medical Service



## Current Status

All agencies are fully operational and all staff training has been completed. Client intake and family casework is ongoing and local Aboriginal families are responding well to services now provided by a local Aboriginal agency.

There have been a total of **103** families referred to the four services to date with **95** completing the full intervention, while early results indicate that children and young people in families who concluded the crisis intervention service were subject to an average of 4.33 ROSH (Risk of Significant Harm) reports in the nine months prior to the intervention compared to 0.78 in the nine months following.

Local Implementation Groups at all sites have been developed and meet quarterly. These groups consist of representatives from Aboriginal IFBS, local Community Service Centre (including Aboriginal Services Branch) and AbSec.

AbSec has found client feedback to be very positive with families indicating that it is much more comfortable working with Aboriginal staff *“who understand our situation and are less quick to judge us”*. Meaningful engagement (with FACS Caseworkers) has been a significant barrier to families obtaining outcomes in the care and protection of their children.

AbSec continues to work closely with the Department of Family and Community Services (Community Services division).

## Evaluation

The Evaluation is measuring the impacts of the program in improving the safety and wellbeing of the children and young people involved through subsequent substantiated risk of significant harm reports and OOHC placements. Early findings indicate that participation has benefits for families who concluded the crisis intervention service. These families were subject to significantly fewer reports following the intervention than those families who did not conclude or those in a comparison group.

The final Evaluation Report is due March 2014.

## Summary

All milestones for the IFBS pilot have been successfully met. The working relationships between AbSec, FACS and the Aboriginal IFBS are very productive and continue to build as the services grow and deliver services. AbSec will continue to provide support to the Aboriginal IFBS agencies and continue to work closely with FACS to ensure the pilot continues to respond to the needs of Aboriginal families.





## Bringing Them Home

At the last Stolen Generations Council NSW/ACT meeting which was held in Cootamundra, participants discussed the 100 Years Commemoration, finalising the budget and the documentary 'All One' (a working title). The documentary which is being produced by Gaia Films tells stories of the lives directly from the 'girls' who spent their childhood in the Cootamundra Home and includes interviews with 16 former residents of Cootamundra Aboriginal Girls Training Home.

Some of the interviews were screened at the Arts Centre in Cootamundra for the 100 year commemoration. One of the key accomplishments was being part of the organising committee for the Cootamundra 100 year Commemoration which was held on Saturday August 11 2012. Over 400 people attended events over the weekend with 50 former residents of the Home travelling from all over the country to be there.

Aunty Lorraine Peeters conducted a Marumali Program which was held in Coolangatta, 9 former residents of Cootamundra, and AbSec attended. The workshop theme was Healing, Cultural Awareness, Identity and Spirituality and as part of the workshop the Girls attend an Aboriginal Dance function and tasted bush food which was very interesting.

AbSec was successful in applying to the Healing Foundation for The Girls to attend the 5th Anniversary of the National Apology in Canberra. A Stolen Generations Council meeting was held at the same time and other events included meeting Politicians, a tour of Parliament House and attended the 5th Anniversary of the National Apology Concert.

The Healing Foundation also provided the Stolen Generations Council NSW/ACT with tickets to the 2012 Deadly Awards which was held at the Opera House in September 2012. The Stolen Generation Council NSW/ACT were nominated and won an award for Outstanding Contribution to the Stolen Generations of NSW. The award was accepted on behalf of the Stolen Generations Council by 5 of the Stolen Generation girls who attended and AbSec.

AbSec also applied to the Healing Foundation for funding on behalf of the Stolen Generations Council NSW/ACT for a second workshop which was held in May 2013 at Caves Beach on the Central Coast. Aunty Lorraine Peeters facilitated the workshop with the Girls talking about their experience of being taken away from their families and not knowing who they were and how they would be accepted into the Aboriginal community that they belonged. This was very emotional time, sharing their experiences not knowing who they were and where they came from because some of them are still connecting to family members.



Commissioner Milroy and Commissioner Coates from the Royal Commission into Institutional Responses to Child Sexual Abuse were also invited to attend. The Girls were very interested to hear from the Commissioners.

There was 137 registered Stolen Generations Council members in 2012/13, sadly we acknowledge the passing of 5 members. The membership is comprised of survivors of the Cootamundra Aboriginal Girls Training Home, the Kinchella Boy's, Bomaderry Infants Home and Parramatta Girls Home and their descendants. There are various other classes of membership available to other survivors of other institutions as well as organisations that support the aims of our organisation.

The Council also operates a telephone assistance service for members of the Stolen Generations. During 2012-13, the service fielded over 500 calls from members of the Stolen Generations, their descendants and various organisations.





## Aboriginal Jobs Together (AJT)

### Background

Aboriginal Jobs Together (AJT) program is a joint venture between AbSec, Department of Education and Communities (Aboriginal Affairs Division) and Department of Education, Employment and Workplace Relations (DEEWR). The AJT Program is part of the Indigenous Employment Program (IEP) which has the objective of increasing the employment of Aboriginal people.

AJT is targeting employment in the Community Services sector in various fields in partnership with Non-Government Organisations (NGO's). The Aboriginal Jobs Together is a trial project funded for two years (2011-2013) with the aim of:

- increasing Aboriginal employment in the disability and community services NGO sector;
- helping to build the capacity of NGOs to employ Aboriginal people; and
- assisting Aboriginal people to meet the skills requirements of NGOs.

AbSec will continue to work with agencies to ensure that they are on the right track in terms of training and development for staff employed through the AJT Program.

AbSec has been funded by Aboriginal Affairs to provide 45 trainee and cadet places – which comprises of 14 cadets and 31 trainees. Funding is also provided by DEEWR to support the wage subsidies and cadet allowances. This funding is provided on an annual basis to support the 31 trainees and 14 cadets. To date, 9 non- Aboriginal and 9 Aboriginal NGO's participate in the AJT program. There are a number of new organisations coming on board for the next round of recruitment. There are 6 new Aboriginal NGO's and 5 new non-Aboriginal NGO's participating in the program.

### Current Status

Of the 3 cadets who started the program, 2 are still part of the program and are doing great, and 1 cadet finalised their cadetship in December 2012. Of the 17 trainees who commenced the program, 2 dropped out, 5 are now contracted employees with their employers and 10 are continuing their traineeships.

Recruitment is currently being undertaken to fulfil AbSec's commitment to employing 45 Aboriginal people in agencies across NSW.

### Summary

The AJT program and contracts with DEEWR will have to be reviewed to reflect our current and future commitments which are that we the program will have 6 cadets as opposed to 14, and 39 trainees in various disciplines.

The remaining placements are due to be finalised by December 2013.



## Aboriginal Family Group Conferencing (AFGC)

The purpose of the Aboriginal Family Group Conferencing (AFGC) program is to encourage all family members, Elders and significant people where appropriate to meet and make decisions about the safety of children and young people involved in Child Protection or OOHG systems. The 'Family Plan' will determine the direction for family and ideally support the Case Plan. The AFGC officer will monitor the 'Family Plan' and in partnership with the family, Community Services and professional services, determine necessary AFGC Reviews as required.

### Background

The Report of the Special Commission of Inquiry into Child Protection Services in NSW (the Wood Report) recommended that adequate funding be provided so that alternative dispute resolution (ADR) is used prior to and in care proceedings. In response the Keep Them Safe action plan stated that the feasibility of a state wide rollout of Family Group Conferencing based on the Dhum Dzirri model (Aboriginal Family Decision making model in Victoria) should be considered.

Community Services assessed the feasibility of implementing the Dhum Dzirri model in NSW and concluded that it was feasible. It was recommended that Family Group Conferencing be further developed, promoted and implemented in NSW, initially through piloting Family Group Conferencing (FGC) in two sites – Coffs Harbour CSC and Metro Central region. This FGC pilot did not however address Aboriginal needs.

AbSec were engaged to develop an Aboriginal Family Group Conferencing model and pilot it in NSW. The model developed by AbSec is based on the New Zealand Family Group Conferencing model, which supports Maori youth in the justice system.

The AFGC will benefit families by providing them with the opportunity to have a say in identifying solutions to address child protection concerns and ensure the safety, welfare and wellbeing of their children. AFGC will facilitate greater compliance with legislation regarding Aboriginal self-determination and participation in decision making required by sections 11 and 12 of the Children and Young Persons (Care and Protection) Act 1998. It will also assist in the application of section 13 of the Act - the placement principles, if a child or young person can no longer live with their parents or carer.

### Achievements

The following achievements have been reached with AFGC since its funding commenced end of July 2012.

- The AFGC Guidelines have been drafted and a final guide has been forwarded to Aboriginal Services Branch, Community Services.
- AFGC forms have been developed and will be finalised in the coming months.
- AFGC Officer has visited New Zealand and observed directly how FGC operates within a juvenile justice framework with significant community program supports.





- AFGC Officer has visited Melbourne and observed how FGC operates within a court referral system which has recently changed to Early Intervention model with significant community program supports.
- AFGC Officer has undertaken numerous community meetings with services and community in developing the AFGC Guidelines in locations including Lismore, Coffs Harbour, Grafton, Shellharbour and other locations.
- AFGC Officer has engaged in communicating the aims and directions of AFGC in developing the AFGC Guidelines with other agencies and services including Department of Aboriginal Affairs in Lismore, North Coast Health Services in Grafton, Maclean and Coffs Harbour, numerous Aboriginal NGO services in Early Intervention, family services, health, legal services and others in various locations.
- AFGC Officer has worked in partnership with our member agencies at Ngunya Jarjum in Lismore, AbCare in Coffs Harbour and Myimbarr in Shellharbour in developing protocols for AFGC, guidelines and forms.
- Negotiations with NSW TAFE have resulted in the development of a Certificate IV Course for AFGC based on Community Services Diploma. Modules are Community Services course content with AFGC references.
- TAFE Course will be 4 one week workshop blocks in varying locations, commencing in Port Macquarie with the first block during March 2014 with other scheduled dates will occur in throughout 2014.
- All attendance and accommodation for TAFE training has been negotiated with TAFE, and will be financed through TAFE application for additional funding.
- Head Teacher for TAFE course has been agreed; and upon her acceptance, Rhonda Radley, who has direct experience in FGC processes, will be the coordinator for training.
- AFGC locations have been agreed with by CS. Those locations are Broken Hill, Central Coast, Grafton and Shellharbour.
- Job Description has been confirmed for advertisement for a second AFGC Officer to be located in Marrickville. To be finalised and advertised in 2013/14.



## Training and Support

The Training and Support team within AbSec aims to improve the information, support and training opportunities for Carers of Aboriginal children and young people in NSW. We do this so that Carers are able to carry out their role to provide quality care and support to Aboriginal children and young people.

The team also provides Aboriginal Out- of- Home Care (OOHC) staff and organisations with information on appropriate training and resources, and contributes to the design and development of resource materials to enhance their knowledge and skills so they are able to effectively support and provide quality services to Aboriginal children and young people in care.

## Staffing

The Training and Support team has had numerous staff movements in the past twelve months. Ms Judy Bell resigned from the Southern Regional Carer Support Worker position to take up another role in her community. This role is currently vacant. We have not advertised this position as AbSec is currently negotiating with Community Services regarding funding.

Ms Tracey Keevers-Keller has continued in her role as Senior Manager Training and Support. Ms Vicki Barton has continued in her role as Foster Care Support Manager. Mr Barry Duroux has continued in his role as Northern Regional Carer Support Worker.

Ms Julie O'Brien and Ms Deb Skinner continue in the North Western Regional Carer Support Worker positions. Mr Matthew Simpson commenced in the role as Project Manager in October 2012. Matt has been involved in the training and development side of the team and brings a wealth of knowledge and experience from his previous role as a Caseworker with Community Services. Ms Johanna Clancy commenced in the role as conference coordinator on a part time basis, but had to relinquish this position due to other commitments.



## 2012/2013 Service Provision

### Overview

### Support

The Training and Support Team continues to provide telephone support and advice to Carers (both foster and kinship) of Aboriginal children and young people; establishing and maintaining Carer support groups and providing advice to government and non-government sector in regards to OOHC and Carer issues and concerns.

### Support to member agencies

The Training and Support team have provided support within this reporting period to Aboriginal member agencies on:

- developing supporting groups
- recruitment of carers
- advocacy for carers.

Advice and support has been provided to a number of AbSec member agencies.



### Carer Support and Carer Advice Line

AbSec continues to receive calls from Carers who were concerned with changes in regards to the allowances for young people who turned 16 and the switch to Youth Allowance, Teenage Education Payment, as well as the Transition of Children and Young People in OOHC from Government to Non-Government Organisation

AbSec's profile is increasing within the community through continued attendance at community events, website development and higher profile through our Regional Support workers, which has resulted in carers raising numerous issues when they call the advice line seeking advocacy and information.

#### Advice Line Enquiries

	Avg. per Month	2012 - 2013
<b>Total</b>	75	908 #

# Figures in the table above reflect the number of carer enquiries made to all Training and Support Team staff – many enquiries involve numerous phone calls to provide support and advice to these carers.



Issues and Concerns raised via the Advice Line relate to:-

- Transition from Government to Non-Government Sector
- Working With Children Checks
- Teenage Education Payment
- Youth Allowance
- Carer allowances
- Assisting Carers to obtain Children's Documents i.e. Birth Certificates etc.
- Education concerns around children being sent home without DET following procedure
- Advice on education policies regarding suspensions and part attendances
- Assistance to allow children to attend funeral of previous carer
- Advising Carers regarding rights in decision making for the child in their care
- Providing advice and support to grandparents caring for grandchildren with high needs
- Advising resources available to carers
- Supporting Carers through allegations
- Advising Carers regarding rights in decision making for the child in their care
- Supporting potential carers through the process
- Cultural connections and heritage, and providing Community Contacts and information

There has been an increase of Aboriginal and non-Aboriginal staff contacting the Carer Support Carer Advice Line seeking advice and information regarding the transition. We have also had an increase in non-Aboriginal Carers calling for advice relating to Aboriginal children they are caring for.

### Regional Peer Support Service

The **Peer Support Program** drives our 35 peer support groups across the state. Carer (Peer) Support groups are essential networks for carers of Aboriginal children, supported by AbSec's Training and Support Team.

The groups' membership comprise Aboriginal NGO foster Carers, FaCS Aboriginal Carers, Aboriginal Kinship Carers, Non-Aboriginal Carers who care for Aboriginal Children (as a cultural education aid to those Carers), representatives from Community Services and Regional Foster Care Support staff. Carers, who attend the support groups become better informed whilst caring for Aboriginal children, establish networks and gain support.



The Regional Peer Support Worker's role is to develop, support and coordinate monthly foster care support groups. They also have provided a strong advocacy role for Carers within the education, health and welfare sectors.





The Regional Peer Support workers and the areas they cover included:

- **Debbie Skinner and Julie O'Brien – Western Region.**  
CSCs covered: Bourke, Brewarrina, Broken Hill, Wilcannia, Cobar, Coonabarabran, Coonamble, Dubbo, Nyngan, Parkes, Condobolin, Murrumbidgee, Bathurst, Condobolin, Cootamundra, Cowra, Orange and Parkes.
- **Judy Bell - Southern Region.**  
CSCs covered: Batemans Bay, Bega, Cooma, Goulburn and Queanbeyan.
- **Barry Duroux – Parts of Northern and Western Region.**  
CSCs covered: Bourke, Brewarrina, Walgett, Coonamble, Moree, Inverell, Glen Innes, Lismore, Tweed Heads and Ballina

The Support groups allow Carers to seek support from regional staff regarding issues and concerns of children and young people in their care. This has enabled regional staff to provide advocacy and support that extends beyond the support group meetings.

The partnerships that have been formed with the Community Service Centre's (CSC) and other government and non-government services has been critical to ensure that information is shared effectively and appropriately and that ultimately the carers are empowered to provide the Aboriginal children and young people in their care with the best level of support.

The Training and Support Team have also provided advice and support to Carers in regards to the Transition from Community Services to NGO's in their areas. Many Carers raised concerns regarding Transition and staff were able to provide direct, appropriate and accurate information regarding Transition, or were able to refer them to AbSec's Transition team for advice.

This has been a huge change in the sector and Carers had expressed concerns over misinformation that they had received. To help rectify this and build upon providing timely and accurate information, Training and Support team has worked with the Transition team to develop a flyer with accurate and current information which is distributed during Community events.







## Recruitment and Retention of Carers



The **Aboriginal Foster Carer Recruitment Roadshow** has visited over 32 community events across NSW from January – July 2013. We have provided information and advice to contact Member Agencies for recruitment of new carers, as well as CSC's if there was not a member agency within the targeted area.

The **Development of Aboriginal Carer Recruitment Kits** has enabled our team to provide information to people who are considering becoming Carers. Our Team developed the 'How to become a Carer' information sheets, with contacts for Aboriginal NGO's across the state, as well as partnership agencies details. We have developed the 'Supported Care Allowance' information sheet for Community member for the kits, as well as a 'Transition Information' sheet.



**Resources were purchased** to assist the promotion of the need for more Aboriginal Carers, to assist us on the Aboriginal Carer Recruitment Roadshow. Resources included the purchase of a marquee, with AbSec logos, table cloths in the same design and tear drop banners.





### Foster Care Regional Advisory Group meetings

There has been a review of the Foster Care Regional Advisory Group Meetings, which has not yet been released. During this reporting period, AbSec has continued with attendance at the Foster Care Regional Advisory Group held by Community Services. Meetings are held throughout regional NSW regarding foster care.

A roster of staff and board members has been co-ordinated to maintain attendance at these meetings, as well as helping ensure local / regional based representatives to provide local / regional based consultations to the meeting.

### NAIDOC event 2012

AbSec supported a group of 41 people to enjoy a weekend in Hobart attending the NAIDOC Ball, as well as visit to a cultural centre, and a ferry cruise. The group included Foster and Kinship Carers; Carers came from different areas throughout NSW, as well as from Community Services and NGO Carers. Many Carers advised that they had never had a holiday together in years. This trip was a great way to gain respite, to enjoy some quality time together, and the opportunity to network with each other.

One of our Carers commented on a thank you card *'To all at AbSec, Thank you for the most wonderful holiday I have had in my 80 years of life!'*







### Family Fun Day to celebrate National Aboriginal and Islander Childrens Day

The Training and Support Team co-ordinated the Family Fun Day to celebrate National Aboriginal and Islander Children's Day on Saturday 4th August 2012 at Parramatta Park. Community Services provided \$20,000 funding to support the event. This event was a great success, with a great turnout of people for the day, fabulous performances from Sean Choolburra, Freshwater, Wollemi Dancers and the Dulwich Hill Public School Singers.





### Foster Care Week 2012

The Training and Support team attended the Foster Care Week Picnic Day, at Parramatta Stadium on Sunday 9 September, which was a free day for Carers and their families to enjoy. Our team also supported events held in Bathurst, Queanbeyan, Dubbo Zoo and Tingha.

## Consultations

### Raising Them Strong (RTS)

The *Caring Together, Raising Them Strong: Caring for kids with a disability* – booklet on caring for Aboriginal Kids with Disabilities booklet was launched by the Department of Family and Community Services at AbSec's Family Fun Day to celebrate Aboriginal and Islander Children's Day at Parramatta Park. Copies of this booklet have been distributed to Carers and member agencies.

### In Consultation with Community Services

The *Code of Conduct for Authorised Foster, Relative and Kinship Carers* was approved by the Hon. Pru Goward MP, Minister for Family and Community Services. AbSec provided comments and feedback for the Code of Conduct during the consultation process.

### In Consultation with Connecting Carers NSW

AbSec has consulted with Connecting Carers for their resource '*Dhiyaan*', written by Elaine Russell. This resource has been planned for launch at Parliament House in September 2013 and is a book about Elaine's journey and her life as an Aboriginal Kinship Carer.

AbSec's Training and Support team have also participated in various meetings during this period, including:

- Chief Executive/ Carer Stakeholder meetings
- Connecting Carers NSW
- Metro South West Indigenous Carers Support Group
- Carer Registers Working Group
- Probity Roundtable
- Working With Children Check



## Staff Training

The Training and Support team have attended the Raising Them Strong Training – Support for Aboriginal kinship and foster carers in NSW, which was presented by Community Services. Regional Staff have begun presenting this training to carers within their support groups.

Two staff members were also supported to attend the SNAICC Conference held in Cairns in June 2013, for training and staff development.



Yarrabah State School Students who performed at the SNAICC Conference in Cairns, June 2013.  
Photo taken by Vicki Barton





## Training

The Diploma Child, Youth and Family Intervention Course was developed in partnership with North Cost TAFE, Burrun Dalai, GLMACS, Abcare, Ngunya Jarjum, and AbSec. This course is focused on providing a student with the necessary tools to become an effective OOHC case worker.

Throughout the course, students cover a variety of topics and issues that a typical OOHC caseworker will come into contact with. The diploma course is delivered to Aboriginal Caseworkers that are already employed with an Aboriginal NGO within the OOHC sector.

The diploma's pilot group will come to an end December 2013 and the second class of students commenced July 2013 with approx. 20 students starting their diploma. The Diploma Steering Committee will be organising a graduation celebration for the students who graduate in 2013.

## KTS AbSec Change Management Project

AbSec was funded to develop modules for this Change Management Project through KTS.

The resource development was completed as stage one of the project. The modules Collaborative Practice and Integrated Case Management and Engaging Children, young people and families including learning resources have been redeveloped and contextualised. The target group will be Aboriginal workers and those providing services to Aboriginal children and families.

Stage two of the project involves desktop publishing for the learning resources and the development and facilitation of a 'train the trainer' session for facilitator's.

Stage three will include AbSec's management of the delivery of Regional workshop sessions to interagency groups across NSW. However AbSec has not received funding to develop this project further as planned.



## Transition Team

In the financial year 2012/2013 the Transition Team worked in different ways to support the development of a stronger Aboriginal out-of-home care sector. These processes have been trialed in various forms and have now been developed into a series of products that we believe we will roll out to our member agencies in 2013/2014.

These products address Capacity Building, Governance, OOHHC Management and Casework Practice.

## Capacity Building Outreach

Extensive support is provided by the Capacity Building Managers for community consultation, negotiation with government and non-government organisations, partnership development, service development advice and planning and sector advocacy.

## Support with Provisional Accreditation

AbSec's Accreditation and Practice staff have successfully supported agencies to achieve provisional accreditation. This has been done through supporting the developing of policies and procedures and understanding of requirements.

## CARD Assessment framework

The Capacity Assessment, Review and Development framework and tool developed in collaboration with Matrix on Board provides a structured process to assist agencies to determine their development needs. The CARD is particularly applicable for Boards and Managers to support governance processes.

## Governance Top 10 Tips

A presentation and action planning process for developing and reviewing fundamental non-government and community agency governance processes. These have been specifically tailored to address out-of-home care requirements.

## NSW Standards for OOHHC presentation

A plain English explanation of the OOHHC Standards pitched for workers, managers and boards to understand their legal responsibilities. A version has also been delivered to carers.

## Direct Evidence and Casework support

- **Ongoing support** – after provisional accreditation – agencies continue to receive support to address direct evidence requirements and build their casework capacity.
- **Child and carer file checks** – provide an independent check of record keeping against the OOHHC standards.
- **Health Scan** – provides a review process and analysis of practice.
- **Reflective Practice** – provides an opportunity for staff to assess their own understanding and performance against requirements.



### **Managing Allegations of Reportable Conduct**

Our Agency Support staff with specialist expertise have supported agencies to undertake investigations and complete relevant reporting in line with statutory requirements. Training can also be provided to assist staff to understand their obligations.

### **Research and Policy work**

AbSec Transition Team staff contribute to development and consultation on sector and internal policies. This year these have included areas as diverse as:

- Case Management Policy
- Review of Care and Protection Act
- Ongoing work is also being done to address issues in Cultural Care Planning and Leaving and Aftercare support

### **Direct advocacy**

The team manager is able to advocate on behalf of the member agency to address issues such as funding, contracting, file transfer speed, referrals and consultation. The manager has developed relationships with Directors and Executive Directors across a range of Community Services teams to assist agencies to get problems resolved.

### **Strategic Partnership**

The Transition Team worked closely with colleagues in the Transition Program Office employed by our partners ACWA and Community Services. By working together at a strategic level we have been able to make a significant contribution to delivering the goals of the OOHHC Strategic Implementation Framework. See the colour report card for a summary of the successes of this important partnership (**Att 1**).



# OOHC Transition Implementation Framework

## Stage 1: Report Card Overview

Transition  
Program Office



### Transition Partnership Progress – Stage 1

Child-focussed strategies

Transition Program Office – Stage 1 actions completed >>> OOHC sector business as usual

Embed governance and cultural change

Champion capacity building

Increase focus on preservation and restoration

Base placement decisions on the needs of the child

Drive placement transfers through regional processes

Recruit the carers that children and young people need

#### Vision

Build a vibrant, responsive, sustainable non-government out-of-home care sector that has the capacity to achieve the best possible outcomes for children, young people and their families

### Key achievements

(March 2012-June 2013)

- ✓ Transition targets exceeded.
- ✓ Child Assessment Tool (CAT) developed and used across the State.
- ✓ Referral Management System (RMS) developed and used across the State.
- ✓ ACWA leading a carer recruitment awareness campaign.
- ✓ AbSec leading capacity building in Aboriginal communities.
- ✓ Community Services and NGO policy agreement on the placement and transfer of Aboriginal CYP
- ✓ Carer information sessions facilitated by Connecting Carers NSW held across the State with more than 1,850 carers attending
- ✓ Regional Implementation Groups established and collaborating to implement OOHC transition
- ✓ Roll out of an innovative model to build new Aboriginal agencies through partnerships with accredited non-Aboriginal providers.

### Growth to date

(March 2012-June 2013)

✓ 100% of 2012–13 target met

Target = 2,183 > Achieved = 2,335

✓ 30% of 10-year target met  
Achieved: 2,335 out of 7,800

✓ 5,065 placements purchased from OOHC service providers to facilitate NGO growth

✓ 34% growth in out-of-home care funded service sector in the first 12 months

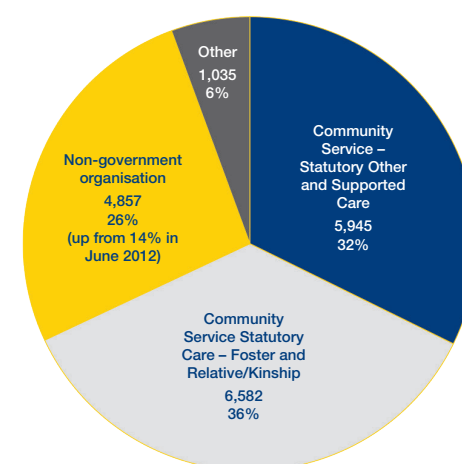
✓ 277 new carer households recruited by NGOs

✓ 4 new Aboriginal agencies accredited and 5 partnerships established to build capacity

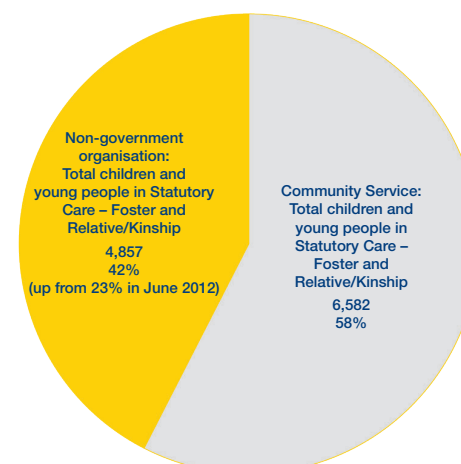
CYP – Children and Young People  
NGO – Non-government organisation  
CS – Community Services  
OOHC – Out-of-home care  
TPO – Transition Program Office  
AbSec – Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc  
ACWA – Association of Children's Welfare Agencies

### Measures

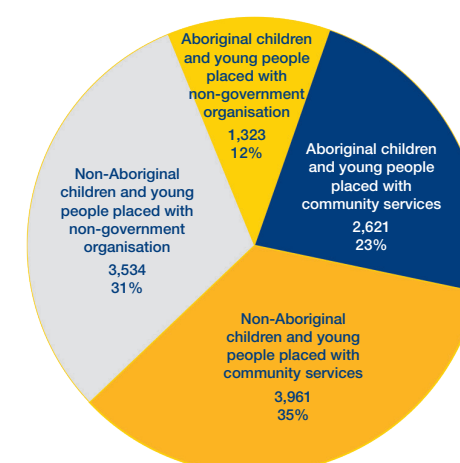
Overall out-of-home care population as at 30 June 2013 (total 18,419)



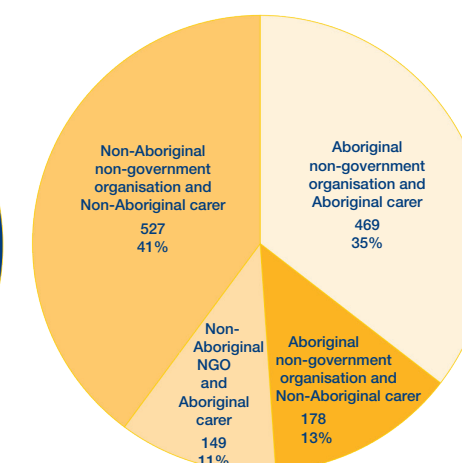
Community Services and non-government organisations proportion of total CYP in Statutory Care Foster and Relative/Kinship as at 30 June 2013 (total 11,439)



Aboriginal and non-Aboriginal proportion of total CYP in Statutory Care in non-government organisations and Community Service care as at 30 June 2013 (total 11,439)

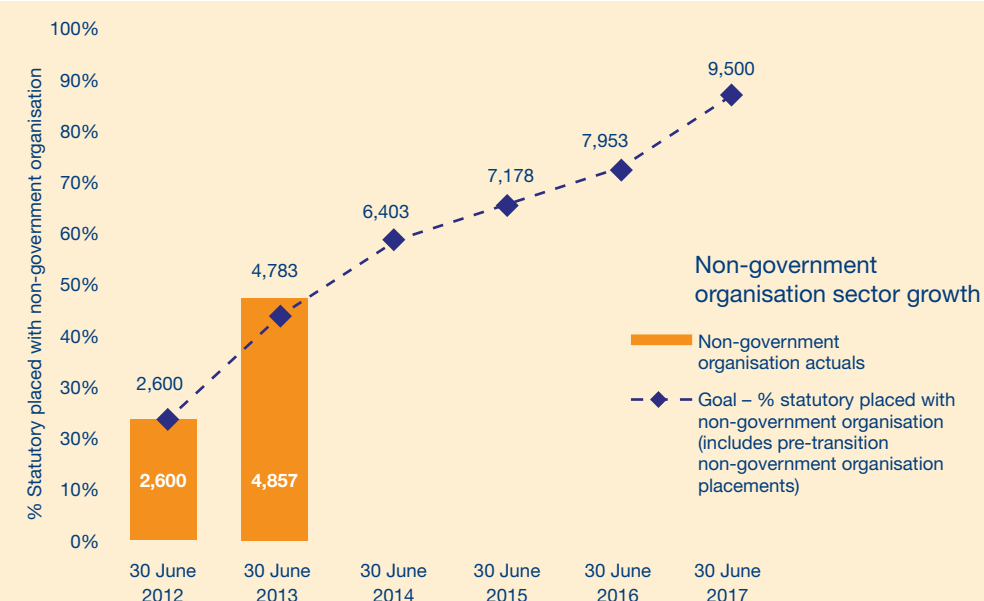


Aboriginal CYP placed with non-government organisations in Statutory Care as at 30 June, 2013 (total 1,323)



### Focus for 2013 – 2014

- Continue to build and strengthen governance, processes and procedures to build a sustainable non-government out-of-home care sector
- Continue to build and strengthen sector partnerships to build an integrated and responsive system across early intervention, family preservation, restoration, foster care, residential care, leaving care and adoption programs
- Continue to support NGO service sector capacity through workforce development and career recruitment programs
- Continue to meet transition targets and other measures of sector progress



Version 2 – August 2013



**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

Financial Statements

For the year ended 30 June 2013

**R A Carroll - Accountant**

Shop 3 101 Great Western Highway

Emu Plains NSW 2750

Phone: 02 4735 7122 Fax: 02 4735 7166



Contents:

Committee's Report

Statement of Income and Expenditure

Statement of Assets and Liabilities

Statement of Cash Flows

Statement of Changes in Equity

Notes to Financial Statements

Statement by Members of The Committee

Independent Auditor's Report

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**  
**ABN 22 477 168 898**  
**Committee's Report**

---

Your Committee members submit the financial report of Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc. ("the Association") for the financial year ended 30 June 2013.

**COMMITTEE MEMBERS**

The committee members at any time during the financial year and up to the date of this report comprised representatives of member agencies. The name of those member agency representatives were:

Dana Clarke (Chairperson)  
Amanda Bridge (Vice-Chairperson)  
Garry Matthews (Treasurer)  
Wayne Carroll (Secretary)  
Tina McGhie  
Iris McLeod (Resigned October 2012)  
Lenore Marlowe

Shirley Wilson (Resigned June 2013)  
Terry Williams (Removed July 2012)  
Terry Chenery (Removed March 2013)  
Ernest Lovelock (Appointed January 2013)  
Craig Ardler (Appointed April 2013)  
Barbara Kelly (Appointed June 2013)

**PRINCIPAL ACTIVITIES**

The principal activities of the Association during the financial year were to provide support and advocacy services to member foster care agencies throughout NSW.

**SIGNIFICANT CHANGES**

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

**OPERATING RESULT**

The surplus from ordinary activities for the financial year amounted to \$15,323 (surplus 2012 year \$1,261,742).

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



Name: Dana Clarke  
Position: Chairperson

DANA



Name: GARRY MATTHEWS  
Position: TREASURER

GARRY

Dated: 16/10 day of October 2013.

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Income and Expenditure Statement**

**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Income</b>		
AJT - Aboriginal jobs together	400,000	0
PACT Statewide002 (FCG)	35,384	0
PACT Statewide003	20,000	0
Healing 1	4,000	0
DEEWR-AJT Cadets	-3,500	113,272
DEEWR-AJT Traineeships	41,272	73,272
Dept Premier/Cabinet-KTS Resources	0	9,223
Dept FaCS-Transition Funding	1,299,999	622,500
DOCS-ABSEC Core Funding	456,936	443,540
DOCS-Aboriginal Foster Care Support Serv	182,244	176,901
DOCS-Aboriginal Services Training/Devel	137,167	133,146
DOCS-Accreditation Project	30,970	122,974
OATSIH CootaBTH-Councillors	108,949	79,766
OATSIH-CootaBTH-Enhancement-FILM	0	118,213
Coota variation 2 - film2	79,000	0
DOCS-Keep Them Safe IFBSS 004	70,812	789,523
DOCS-Keep Them Safe PACT 003 (Ongoing)	252,591	244,795
DOCS-Keep Them Safe 005 PEER	665,148	349,322
DOCS-Enhance KTS	0	487,000
Coota Girls Centenary Event	30,000	5,000
DOCS-Capacity (SDPKTS001)	167,250	245,500
Conference Registrations	0	77,486
Conference Sponsorships	0	47,000
Conference Accomodation	0	6,782
Membership fees	8,005	8,056
Marumali workshop (heal 2)	35,800	0
Interest received	179,957	83,496
Other income	5,881	759
Program administration fees	0	20,233
Rents received	0	23,283
Profit on sale of Fixed Assets	2,148	0
<b>Total income</b>	<b>4,210,013</b>	<b>4,281,042</b>

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Income and Expenditure Statement**

**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Expenses</b>		
Accountancy	9,966	3,500
Admininstration fees (programs)	0	20,233
Agency support fees	178,085	20,000
Audit fees	8,763	8,400
Bank fees and charges	1,147	1,480
Board travel and related costs	26,304	28,373
Carer support	18,422	9,398
Community support	2,527	2,853
Cleaning and recycling costs	12,170	6,230
Conference expenses	4,561	49,452
Consultants fees	126,016	161,170
Coota BTH Film incidental expenses	0	70
Depreciation - plant/equipment/vehicles	109,449	77,780
Depreciation - buildings	18,628	14,250
Donation - Sponsorship Golf Day	5,000	0
Non tax deductible gift	600	0
Dues and subscriptions	7,555	6,816
Electricity	9,886	5,646
Entertainment - EO discretion	2,304	2,002
Fees & charges	13,949	292
Fines	100	88
Freight	60	0
Fringe benefits tax	20,558	9,400
Healing forum	21,566	0
Insurance	25,335	16,302
Interest expense	42,839	44,104
IT related costs	63,074	53,004
Loss on disposal of fixed assets	0	1,466
Marketing	44,572	49,564
Meeting costs	19,243	9,457
Minor assets written off	11,866	0
Motor vehicle expenses	98,346	64,331
Office equipment	7,026	7,007
Office equipment maintenance	523	732
Office maintenance	4,583	2,123
Postage and shipping	2,399	2,975
Printing and stationery	30,796	18,267
Provision for Annual/RDO/In lieu leave	8,624	191,777
Rates & land taxes	4,537	4,084
Rent	16,304	7,965
Research	0	23,212
Salaries and employee related costs	2,270,204	1,484,301
Sponsorship	20,567	13,000
Taxis - personal (FBT Liable)	1,152	1,238
Telephone	39,433	32,815

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Income and Expenditure Statement**

**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Trainee / cadet support	189,272	180,659
Training forums	218,422	68,876
Training materials	174,729	20,000
Travel and conferences	282,778	281,608
Travel subsidies for trainees	20,450	13,000
<b>Total expenses</b>	<u>4,194,690</u>	<u>3,019,300</u>
<b>Net Profit from Ordinary Activities before income tax</b>	<u><b>15,323</b></u>	<u><b>1,261,742</b></u>

**These Financial Statements should be read in conjunction with the attached Notes which form part of these Financial Statements**



**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Statement of Assets and Liabilities**

**For the year ended 30 June 2013**

	Notes	2013 \$	2012 \$
<b>Current Assets</b>			
Cash assets	2	3,853,302	5,321,917
Receivables	3	8,012	4,092
Other	4	0	23,057
<b>Total Current Assets</b>		<u>3,861,314</u>	<u>5,349,066</u>
<b>Non-Current Assets</b>			
Property, plant and equipment	5	1,463,293	1,225,551
<b>Total Non-Current Assets</b>		<u>1,463,293</u>	<u>1,225,551</u>
<b>Total Assets</b>		<u>5,324,607</u>	<u>6,574,617</u>
<b>Current Liabilities</b>			
Payables	6	117,032	103,229
Current tax liabilities	8	59,241	536,603
Provisions	9	118,881	109,009
Other	10	2,542,713	3,354,363
<b>Total Current Liabilities</b>		<u>2,837,867</u>	<u>4,103,204</u>
<b>Non-Current Liabilities</b>			
Financial liabilities	7	55	51
<b>Total Non-Current Liabilities</b>		<u>55</u>	<u>51</u>
<b>Total Liabilities</b>		<u>2,837,922</u>	<u>4,103,255</u>
<b>Net Assets</b>		<u>2,486,685</u>	<u>2,471,362</u>
<b>Member's Equity</b>			
Opening balance		2,471,362	1,209,620
Current year profit		15,323	1,261,742
<b>Member's Equity</b>		<u>2,486,685</u>	<u>2,471,362</u>

These Financial Statements should be read in conjunction with the attached Notes which form part of these Financial Statements

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**  
**ABN 22 477 168 898**  
**Statement of Cash Flows**  
**For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Cash flows from operating activities</b>		
<b>Surplus as per Income Statement</b>	15,323	1,261,742
<b>Adjustments for:</b>		
Decrease in grants in advance	-811,650	0
Increase in grants in Advance	0	2,982,529
Depreciation	128,077	92,030
Increase in employee provisions	9,872	45,813
Interest income	-179,957	-83,497
Interest expense	42,839	44,104
Profit on sale of fixed assets	-2,148	0
Loss on sale of fixed assets	0	1,466
Decrease in trade and other receivables	19,137	11,380
Increase in trade payables	13,803	40,613
Cash generated from operations	<u>-764,704</u>	<u>4,396,180</u>
Decrease in taxation liabilities	-477,362	0
Increase in taxation liabilities	0	462,682
Net cash from operating activities	<u>-1,242,066</u>	<u>4,858,862</u>
<b>Cash flows from investing activities</b>		
Purchase of property, plant and equipment	-372,173	-170,662
Proceeds from sale of equipment	8,506	917
Net Interest received	137,118	39,393
Net cash used in investing activities	<u>-226,549</u>	<u>-130,352</u>
<b>Cash flows from financing activities</b>	0	0
<b>Net decrease in cash</b>	-1,468,615	0
<b>Net increase in cash</b>	0	4,728,510
<b>Cash at beginning of the period</b>	5,321,917	593,407
<b>Cash at end of the period</b>	<u><u>3,853,302</u></u>	<u><u>5,321,917</u></u>

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Statement of Changes In Equity  
For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Opening balance</b>		
Balance carried forward from previous period	2,471,362	1,209,620
Adjustment for errors	0	0
Adjustment for changes in accounting policies	0	0
Adjusted opening balance	<u>2,471,362</u>	<u>1,209,620</u>
<b>Comprehensive income</b>		
Other comprehensive income	0	0
Revaluation Adjustment	0	0
Surplus (Deficit) for the period	15,323	1,261,742
<b>Total comprehensive income</b>	<u>15,323</u>	<u>1,261,742</u>
<b>Contributed equity /capital</b>	0	0
<b>Closing balance attributable to Association</b>	<u><u>2,486,686</u></u>	<u><u>2,471,362</u></u>

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Notes to Financial Statements**

**For the year ended 30 June 2013**

---

**Note 1: Statement of Significant Accounting Policies**

This financial report of the Aboriginal Child Family and Community Care State Secretariat (NSW) Inc. ("the Association") is a special purpose financial report prepared in order to satisfy the requirements of the Department of Community Services and other Government Departments. The members of the Committee have determined that the Association is not a reporting entity.

The financial report has been prepared in accordance with the Associations Incorporation Act 2009 and with the requirements of the following Australian Accounting Standards:

AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors

AASB 110: Events after the Balance Sheet Date

AASB 116: Property, Plant and Equipment

AASB 1031: Materiality

AASB 1048: Interpretation of Standards

No other Australian Accounting Standards or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report is also prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report:

**(a) Income Tax**

The Association is registered as an income tax exempt entity under Section 50 of the Income Tax Assessment Act 1997; accordingly, no provision for income tax is necessary nor is one represented in these accounts.

**(b) Property, Plant and Equipment**

Land is included at cost, independent of the entity's valuation. Buildings are carried at cost less, where applicable, any accumulated depreciation.

Plant and equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all plant and equipment are depreciated over the useful lives of the assets to the Association commencing from the time the asset is held ready for use.



**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Notes to Financial Statements**

**For the year ended 30 June 2013**

---

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

Assets costing less than \$2000 are written off as low value assets.

**(c) Employee Entitlements**

Provision for employee benefits in the form of Long Service Leave, Annual Leave, Rostered Days Off and Time in Lieu have been made for the estimated accrued entitlements, including on-costs, of all employees on the basis of their terms of employment.

In the case of Long Service Leave, any accrual has been measured by reference to periods of service and current salary rates as it is considered that this results in an amount not materially different to that achieved by discounting estimated future cash flows.

**(d) Subsequent Events**

There has not arisen, since the end of the financial year, any matter or circumstance that has, or may, significantly affect the operation of the Association, the results of those operations or the state of affairs of the Association in future financial years that are not otherwise disclosed in this financial report.

**(e) Revenue**

Revenue from the rendering of a service is recognised upon the delivery of the service to the customer.

Grant revenue is recognised in the Income Statement when the entity obtains control over the funds, which is generally at the time of receipt unless the grant is clearly identified as relating to future periods. In this event, it is shown as "Grants in Advance" and brought to account progressively in the Income Statement over the period of the grant.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Other revenue is recognised when the right to receive the revenue has been established.

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

**(f) Comparative Figures**

Where required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.



**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Notes to Financial Statements**

**For the year ended 30 June 2013**

---

**(g) Goods and Services Tax (GST)**

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

Receivables and payables in the Balance Sheet are shown inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as a current asset or liability in the Balance Sheet.

**(h) Operating Segment**

The Association is incorporated under the Associations Incorporation Act 1984 and operates predominantly in one business and geographical segment being the provision of support and advocacy services to member foster care agencies throughout NSW.

**(i) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Balance Sheet.

**(j) Impairment of Assets**

At the end of the reporting period, the committee reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the assets carrying amount over its recoverable amount is recognised in the income and expenditure statement.

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Notes to Financial Statements  
For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	\$	\$
<b>Note 2: Cash assets</b>		
<b>Bank accounts:</b>		
Cash at bank - CBA Cheque account	826,942	23,268
Cash at bank - ING On-Call Account	259,659	174,303
Cash at bank - CBA Online Account	2,764,501	5,120,746
Cash at bank - CBA DGR Account	500	500
Other cash items:		
Petty cash	900	900
Petty cash - Cowra (Jannet)	0	200
Petty cash - Southern (Judy)	200	200
Petty cash - Trangie (Deb)	200	600
Petty cash - Building expenses	0	1,000
Petty cash - Northern (Barry D)	200	200
Petty Cash - Paul (FGC)	200	0
	<u><b>3,853,302</b></u>	<u><b>5,321,917</b></u>

*The Association currently maintains a mortgage offset account with the Commonwealth Bank of Australia in respect of its property located at 21 Carrington Rd, Marrickville NSW (refer to Note 5 and Note 7) amounting to \$630,000. As at 30 June 2013, the unused portion of this facility amounts to \$629,945. This facility is at call.*

**Note 3: Receivables**

**Current**

Trade debtors	7,524	3,750
RTA E-Toll Account	488	342
	<u><b>8,012</b></u>	<u><b>4,092</b></u>

**Note 4: Other Assets**

**Current**

Other	0	23,057
	<u><b>0</b></u>	<u><b>23,057</b></u>

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Notes to Financial Statements  
For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	\$	\$
<b>Note 5: Property, Plant and Equipment</b>		
<b>Land/Buildings:</b>		
Land-21 Carrington Rd, Marrickville- at cost	350,000	350,000
Building -21 Carrington Rd, Marrickville- at cost	803,948	594,615
- Less: Accumulated depreciation	<u>-38,878</u>	<u>-20,250</u>
	<b><u>1,115,070</u></b>	<b><u>924,365</u></b>
<b>Furniture and Fittings (Marrickville):</b>		
- At cost	132,307	64,905
- Less: Accumulated depreciation	<u>-15,941</u>	<u>-6,592</u>
	<b><u>116,366</u></b>	<b><u>58,313</u></b>
<b>Computer Equipments:</b>		
- At cost	88,458	82,667
- Less: Accumulated depreciation	<u>-66,010</u>	<u>-45,166</u>
	<b><u>22,448</u></b>	<b><u>37,501</u></b>
<b>Office Furniture and Fittings:</b>		
- At cost	45,297	34,538
- Less: Accumulated depreciation	<u>-26,261</u>	<u>-21,470</u>
	<b><u>19,036</u></b>	<b><u>13,068</u></b>
<b>Motor vehicles:</b>		
- At cost	331,022	283,966
- Less: Accumulated depreciation	<u>-140,648</u>	<u>-91,662</u>
	<b><u>190,374</u></b>	<b><u>192,304</u></b>
	<b><u>1,463,294</u></b>	<b><u>1,225,551</u></b>

*The Association currently maintains a mortgage offset account with the Commonwealth Bank of Australia in respect of its property located at 21 Carrington Rd, Marrickville NSW (refer to Note 5 and Note 7) amounting to \$630,000. As at 30 June 2013, the unused portion of this facility amounts to \$629,945. This facility is at call.*

**Note 6: Payables**

**Unsecured:**

- Trade Creditors	90,045	83,245
- DEEWR	12,950	0
- Accrued Expenses	12,000	11,550
-Master Card - B Pritchard	0	449
-Master Card – D. Clarke	1,545	0
-Master Card- E.O	492	0
-Master Card	0	7,985
	<b><u>117,032</u></b>	<b><u>103,229</u></b>

**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Notes to Financial Statements  
For the year ended 30 June 2013**

	<b>2013</b>	<b>2012</b>
	\$	\$
<b>Note 7: Financial Liabilities</b>		
<b>Non-Current</b>		
Secured*:		
- CBA Loan Account 200014002863	55	51
	<u><b>55</b></u>	<u><b>51</b></u>

*The Association currently maintains a mortgage offset account with the Commonwealth Bank of Australia in respect of its property located at 21 Carrington Rd, Marrickville NSW (refer to Note 5 and Note 7) amounting to \$630,000. As at 30 June 2013, the unused portion of this facility amounts to \$629,945. This facility is at call. The offset arrangement resulted in a considerable reduction in the budgeted interest charge that the Association had expected to be incurred on its borrowings required to fund its property purchase. So as to properly reflect the expected charge, interest expense has been grossed up with a reciprocal item shown as interest received so as to accurately record this expected financial position.*

**Note 8: Tax Liabilities**

**Current**

GST payable control account	30,051	0
ATO Integrated Account	0	506,403
PAYG withholding tax payable	29,190	30,200
	<u><b>59,241</b></u>	<u><b>536,603</b></u>

**Note 9: Provisions**

**Current**

Provision for annual leave	94,024	79,068
Provision for rostered day off	8,842	9,229
Provision for time in lieu	609	337
Provision for long service leave	14,159	20,375
Provision for paid parental leave	1,247	0
	<u><b>118,881</b></u>	<u><b>109,009</b></u>

**Note 10: Other Liabilities**

**Grants in Advance:**

- Department of Human Services	0	529,363
- Department of FaCS-Ageing , Disability & Homecare	375,000	625,000
- Department of FaCS-CS	2,167,713	2,200,000
	<u><b>2,542,713</b></u>	<u><b>3,354,363</b></u>



**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Notes to Financial Statements**

**For the year ended 30 June 2013**

---

**Note 11: Economic Dependency / Going Concern**

The ongoing operation of Aboriginal Child Family and Community Care State Secretariat (NSW) Inc. is financially dependent upon the continued support of funding bodies for recurrent grant income.

This financial report has been prepared on a going concern basis, which contemplates continuity of normal operating activities and the realisation of assets and settlement of liabilities in the normal course of the Association's operations.

**Note 12: Association Details**

The registered office and principal place of business of the Association is:

Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc.

Level 1, 21 Carrington Road

Marrickville NSW 2204



**Aboriginal Child Family and Community Care State Secretariat (NSW) Inc.**

**ABN 22 477 168 898**

**Statement by Members of the Committee**

---

The Committee has determined that the Aboriginal Child Family and Community Care State Secretariat (NSW) Inc. is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee:

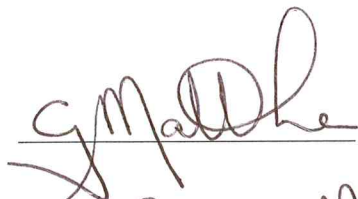
1. The financial statements and notes present fairly the entity's financial position as at 30 June 2013 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements;
2. At the date of this statement, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

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



DANA

Name: Dana Clarke  
Position: Chairperson



GARRY

Name: GARRY MATTHEWS  
Position: TREASURER

Dated 17<sup>th</sup> day of October 2013



## **Independent Auditor's Report to the Members of Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc.**

We have audited the accompanying financial report, being a special purpose financial report, of Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc. ("the Association"), which comprises the committee's report, the assets and liabilities statement as at 30 June 2013, the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the statement by members of the committee.

### **Committee's Responsibility for the Financial Report**

The committee of the Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc. is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the *Associations Incorporation Act 2009* and is appropriate to meet the needs of the members. The committee's responsibility also include such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.



An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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

## **Opinion**

In our opinion, the financial report presents fairly, in all material respects, the financial position of Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc. as at 30 June 2013 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the *Associations Incorporation Act 2009*.

## **Basis of Accounting and Restriction on Distribution**

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the Aboriginal Child, Family and Community Care State Secretariat (NSW) Inc. to meet the requirements of the *Associations Incorporation Act 2009*. As a result, the financial report may not be suitable for another purpose.

**A F Wallis & Co.**  
**Chartered Accountants**

**A F Wallis**

Registered Auditor Number: 87922

Dated in Sydney this 17<sup>th</sup> day of October 2013