





## **Operational highlights**

The following report details our performance for the period 1 July 2014 to 30 June 2015. The work of the Cairns Registry increased this year with the addition of Doomadgee as a welfare reform community and the Commission met the additional challenge with minimal disruption. The increased workload was successfully absorbed by rationalising client management related processes and procedures. The Client Manager along with the Client Management and Intake staff worked as a team to map processes and work flows, analyse procedures, redesign as required and effect incremental process changes which were then monitored for efficiencies. As part of this review changes were effected to the Commission's Customer Relationship Management (CRM) database to replace what were previously manual functions. The Commission's client base increased this year with 30 new Aurukun clients, 9 new Coen clients, 32 new Hope Vale clients, 9 new Mossman Gorge clients and 210 new Doomadgee clients.

The Local Commissioners continued to challenge themselves this year and embraced their independence by conducting conferences without the presence of Commissioner Glasgow. As a result there were 769 conferences conducted by three Local Commissioners, an increase of 550 from the 2013-2014 reporting year. The Commission supports and encourages this increase by facilitating training opportunities for the Local Commissioners to ensure they are emotionally resilient, confident with their abilities and upskilled to be able to implement new concepts and ideas to utilise in conference. The Commissioner and Deputy Commissioner have continued to provide feedback and advice to the Local Commissioners on their journey to independence. Whilst the Local Commissioners are encouraged by their progress, they do continue to seek the Commissioner and his Deputy's attendance at conference for support in certain circumstances and with certain clients. Subject to section 64(2) and 85 of the Act, the Commissioner's or Deputy Commissioner's endorsement is also sought on all income management outcomes and Show Cause Notices. In this 2014-2015 reporting period the Local Commissioners have sought a reconvening Commissioner for 150 conferences.

Whilst the Local Commissioners through community based presentations have remained aware of the government and non-government services available to their community members, they have again sought the use of family based solutions and personal responsibility undertakings (monitored through further conferences) and to use school attendance targets in conference discussions (again monitored in repeat conferences) as a focus for measuring the client's willingness to implement behavioural change, rather than direct referrals to service providers. In January 2015 the Client Management database was adapted to capture these outcomes and can identify 144 occasions where this strategy has been applied.

### School attendance rate for 2008-2015 term 2

School attendance data	Aurukun community primary <sup>6</sup>	Aurukun community secondary¹	Coen <sup>2,6</sup>	Doomadgee <sup>3</sup>	Hope Vale <sup>6</sup>	Mossman Gorge community <sup>2,4</sup>
Prior methodology⁵						
Term 2 2008	44.0%	19.8%	96.8%	53.1%	87.6%	60.9%
Term 2 2009	68.8%	40.3%	93.6%	52.0%	86.9%	81.6%
Term 2 2010	64.7%	32.7%	92.2%	57.2%	83.5%	79.1%
Term 2 2011	73.2%	51.5%	86.6%	52.7%	78.6%	79.5%
Term 2 2012	61.5%	17.4%	88.5%	51.9%	78.8%	74.7%
New methodology						
Revised term 2 2012	61.3%	15.6%	87.9%	49.9%	77.3%	70.0%
Term 2 2013	63.4%	-	89.3%	46.8%	70.2%	84.0%
Term 2 2014	64.7%	23.2%	92.6%	59.8%	77.6%	64.0%
Term 2 2015	57.5%		88.7%	55.9%	83.3%	67.2%







- 1. In 2013 Aurukun secondary campus schooling transitioned to the Alternative Secondary Pathway (ASP) program facilitated by WCC. Term 2 2013 attendance rate for WCC Aurukun Secondary Campus has been withdrawn from the data table because administrative processes used at the school during that period resulted in attendance rates that were not comparable over time, or with other schools. Effective from 1 January 2015 DET closed the ASP program.
- 2. Caution should be used when examining the percentage changes in attendance for both Coen and the Mossman Gorge community. Both these have relatively small numbers of students and a small numerical change can result in a large percentage difference in the overall attendance figures.
- 3. Doomadgee State School operates on a weekly schedule of four extended days (8:30 am to 3:00 pm Monday to Thursday) and one short day (8:30 am to 12:30 pm Friday). The current counting rule applied for Doomadgee State School is not adjusted to account for the extended days.
- 4. Mossman Gorge community attendance includes attendance for school-identified students from Mossman State School and Mossman State High School.
- 5. The transition of Queensland schools to the 'OneSchool' IT system has resulted in a variation in the calculation of student attendance. Effective from January 2013 statistics are being calculated on the attendance history of each student on each day, irrespective of enrolment history. Students with high mobility will now be accurately reflected in student attendance reporting. DET advise that the student attendance series based on the new methodology is not directly comparable to the prior methodology.
- 6. As of Term 1, 2015 CYAAA moved to One school roll marking in line with EQ policy using the 2 hour late as the trigger for the A (absent) code to be entered.

#### **Performance statement**

Following are the performance measures used by the Commission to identify workload and operating results.

Performance measures	2013-2014 actual result	2014-2015 target estimate	2014-2015 actual result
Percentage increase in Local Commissioners sitting without Commissioner or Deputy Commissioner	New Measure	6%	251%
Percentage of clients who have had CIM orders revoked or reduced	New Measure	3%	3%

#### **Discontinued measures**

Performance measures included in the 2014-15 Service Delivery Statements that have been discontinued are reported in the following table. These measures were discontinued from the Service Delivery Statements because they do not demonstrate the effectiveness or efficiency of services.

Performance measures	2013-2014 actual result	2014-2015 target estimate	2014-2015 actual result
Number of clients subject to agency notices	860	870	1,051
Number of clients who are on orders to attend support services	226	222	124
Number of client service referrals	435	475	186
Number of clients subject to Conditional Income Management (CIM)	239	275	194







## Notifications and conferences by community

From 1 July 2014 to 30 June 2015, the Commission received a total of 5,157 agency notices of which 3,791 were in jurisdiction, comprising:

- 25 District Court notices
- 928 Magistrates Court notices
- 2426 School Attendance notices
  - 31 School Enrolment notices
- 303 Child Safety and Welfare notices
- 78 Housing Tenancy notices

1,366 notices were not within jurisdiction, comprising:

- 867 Magistrates Court notices
- 449 School Attendance notices
  - 3 School Enrolment notices
  - 41 Child Safety and Welfare notices
  - 6 Housing Tenancy notices

2,296 conferences were held in the period.

#### **Aurukun**

Aurukun accounted for 1546 notices, 40.8 percent of the total notices that were in jurisdiction, comprising:

- 25 District Court notices
- 443 Magistrates Court notices
- 913 School Attendance notices
- 30 School Enrolment notices
- 108 Child Safety and Welfare notices
- 27 Housing Tenancy notices

265 Magistrates Court notices, 19 School Attendance notices, 1 School Enrolment notice and 1 Child Safety and Welfare notice were processed as not within jurisdiction.

932 conferences were held in Aurukun.

#### Coen

Coen accounted for 192 notices, 5.1 percent of the total notices that were in jurisdiction, comprising:

- 84 Magistrates Court notices
- 78 School Attendance notices
- 1 School Enrolment notice
- 21 Child Safety and Welfare notices
- 8 Housing Tenancy notices

16 Magistrates Court notices, 15 School Attendance notices and 1 Housing Tenancy notice were processed as not within jurisdiction.

80 conferences were held in Coen.

### Doomadgee

Doomadgee accounted for 737 notices, 19.4 percent of the total notices that were in jurisdiction, comprising:

- 686 School Attendance notices
- 51 Child Safety and Welfare notices

346 School Attendance notices and 33 Child Safety and Welfare notices were processed as not within jurisdiction.

485 conferences were held in Doomadgee.

#### **Hope Vale**

Hope Vale accounted for 1112 notices, 29.3 percent of the total notices that were in jurisdiction, comprising:

- 309 Magistrates Court notices
- 662 School Attendance notices
  - 0 School Enrolment notices
- 114 Child Safety and Welfare notices
- 27 Housing Tenancy notices

175 Magistrates Court notices, 60 School Attendance notices, 2 School Enrolment notices, 7 Child Safety and Welfare notices and 4 Housing and Tenancy notices were processed as not within jurisdiction.

564 conferences were held in Hope Vale.







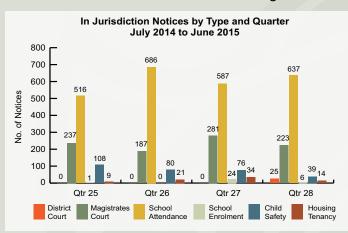
### Mossman Gorge

Mossman Gorge accounts for 204 notices, 5.4 percent of the total notices that were in jurisdiction, comprising:

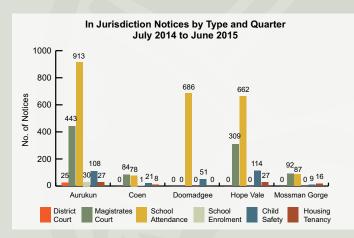
- 92 Magistrates Court notices
- 87 School Attendance notices
- 0 School Enrolment notices
- 9 Child Safety and Welfare notices
- 16 Housing Tenancy notices

411 Magistrates Court notices, 9 School Attendance notices and 1 Housing and Tenancy notice were processed as not within jurisdiction.

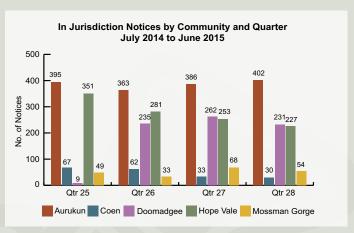
235 conferences were held in Mossman Gorge.



Graph 1: In jurisdiction notices by type and quarter 1 July 2014 to 30 June 2015.



Graph 2: In jurisdiction notices by type and community 1 July 2014 to 30 June 2015.



Graph 3: In jurisdiction notices by community and quarter 1 July 2014 to 30 June 2015.

The majority of School Enrolment (SE) notices were received from Aurukun (30) with only one other SE notice received from Coen. The Commission has worked closely with CYP in 2015 to develop transition plans for the students that have been identified as disengaged from their schooling option, integrating the transition plans into conferencing and extending case plans where required. The large number of SE notices received and subsequent consultation with parents and carers revealed concerns in relation to changes to the administration of ABSTUDY. Three major changes are reported: the shift in responsibility for booking travel from ABSTUDY officers to school staff; a transformation from local to national intake services; and a change in the method of communication with parents/carers.

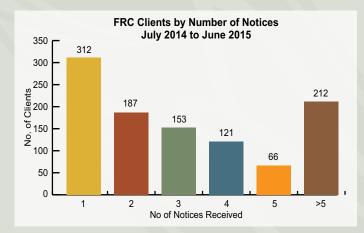
By proclamation on 28 November 2014 the Act was changed, paving the way for Doomadgee, and potential future communities, to be added as welfare reform areas and providing for additional court triggers from the Supreme, District and Children's Courts. To date, only 25 District Court notices have been received for Aurukun with no District Court notices received for Coen, Hope Vale and Mossman Gorge. No notices have been received from the Supreme or Children's Court. Following the consultation process required to add communities to the welfare reform agenda, the Commission only receives school enrolment/attendance and child safety notifications for the community of Doomadgee. Thus far therefore the impact of this legislative change is yet to be realised and the time between the date of the offence and notification to the Commission is considerable. The Commission is working with the Department of Justice and Attorney-General to clarify and streamline court notification processes.





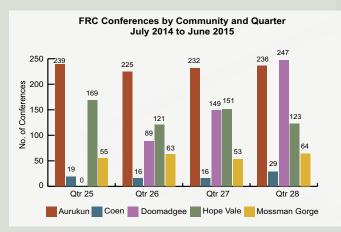


From 1 July 2014 to 30 June 2015, 20.2 percent of the Commission's clients received more than five notices. Of these clients 50 percent were the subject of notices from more than one notifying agency, a statistic which provides some insight into the complexity of the circumstances in which some Commission clients live. Seventy-one percent of these clients have received a combination of school attendance and child safety notifications.



Graph 4: FRC clients by number of notices 1 July 2014 to 30 June 2015.

**Note:** Counting rules are that an agency notice is counted on the basis of number of 'clients' on the notice. For example a Child Safety and Welfare notice relating to two parents is counted as two notices. Where multiple notices are received each notice is counted individually and each child's absence is counted individually. For example, if three children from one family were absent on one day that is counted as three individual notices.



Graph 5: FRC conferences by community and quarter 1 July 2014 to 30 June 2015.

#### Referrals

From 1 July 2014 to 30 June 2015, 186 referrals for 139 clients were made to service providers. Referral options have included the RFDS WBC, MPower money management program, Queensland Health, CYP It Takes a Village (ITAV) Home Pride, CYP ITAV Structured Parenting Program, CYAAA SCM, Medicare Local WBC and Save the Children. The Commission has also utilised Apunipima Cape York Health Council's services in Mossman Gorge through the WBC. Referrals to the WBCs account for 65 percent of all referrals made by the Commission in this reporting period. The Commission commenced the year with an undertaking from the RFDS WBC to work on improving the exchange of information between the service and the Commission in relation to Commission clients. It is hoped that continued collaboration with the RFDS WBC will result in the provision of a greater number of treatment plans containing more detailed information in order to better meet the needs of our joint clients. This year has seen a lower number of referrals to the MPower Money Management program than in previous years. This decline can be attributed to the majority of Commission clients having previously accessed the service. Once referred, MPower clients remain registered and can utilise the service on an 'as-needs' or voluntary basis after the requirements of the case plan have been met.

CYP's ITAV Parenting Program was comprised of two streams this year – Home Pride and one-on-one structured sessions. The delivery format identified clients who were able to transition comfortably from entry level engagement programs in Home Pride to the more intensive, individualised sessions of the Parenting Program. The Commission notes that the majority of referred clients were unsuccessful in completing the Parenting Program. Due to staff shortages the programs were not delivered in all communities for the full year.

CYAAA's SCM service delivery was variable across the communities in this reporting period. Whilst Coen, Mossman Gorge and Hope Vale received consistent attendance case management, Aurukun was without attendance case management in Term 1, and with limited resources available in Term 2 the school made the decision to focus on lifting the attendance of children who were within reach of an acceptable attendance percentage.

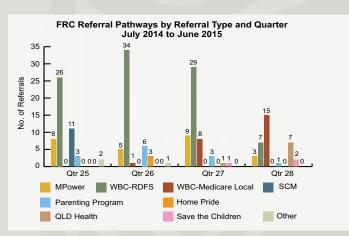






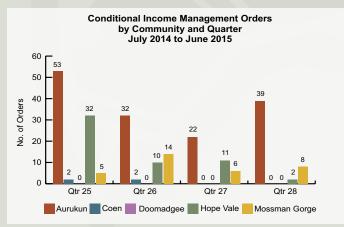
Doomadgee State School's Attendance Case
Management program operates under the RSAS of
the Department of Prime Minister and Cabinet. The
Commission has been liaising with the new school
principal and the Department to improve the accuracy
of the school roll in order to better enable conferencing.
The school is in a difficult situation presently with a
new principal and a large changeover of teachers and
has implemented a new culture to overcome current
difficulties.

Strong professional relationships have been established between the FRC and Doomadgee service providers with Medicare Local WBC, Community Health and Save the Children currently in receipt of referrals from the Commission. These services are receiving on-going support and training in the Commission's reporting requirements.



Graph 6: FRC referral pathways by referral type and quarter 1 July 2014 to 30 June 2015.

#### **Conditional Income Management**



Graph 7: Conditional Income Management orders by community and guarter 1 July 2014 to 20 June 2015.

In this reporting period 238 CIM orders were issued to 194 clients. Effective from the 1 January 2014, the *Social Security (Administration) Act* was amended allowing for an increase in the maximum rate of income management from 75 to 90 percent.

From 1 July 2014 to 30 June 2015, 106 CIM orders were issued to 85 clients at 90 percent, resulting in:

- 47 new orders at 90 percent where the client had not previously been on a 90 percent CIM order
- 4 new orders at 90 percent where the client had not previously been placed on a CIM order
- 3 alteration orders for an increase from 75 to 90 percent for the remainder of the existing CIM term
- 47 new orders at 90 percent where the client had previously been on a 90 percent CIM order
- 2 new orders at 90 percent where the client had previously been on a 90 percent CIM order reduced to 75 percent and increased again to a 90 percent
- 3 new orders at 90 percent where the client had previously been on a 90 percent CIM order reduced to 75 percent.

Out of the 85 clients who were placed on a 90 percent CIM order during 2014-15, 25 clients have had their 90 percent CIM orders revoked or altered from their initial order:

- 21 90 percent CIM orders revoked
- 2 90 percent CIM orders reduced to 75 percent
- 2 90 percent CIM orders reduced to 75 percent and then increased to 90 percent.

There were also 11 clients who were placed on a 90 percent CIM order during 2013-14 who had their 90 percent CIM orders revoked or altered from their initial order during 2014-15:

- 7 clients' 90 percent CIM orders revoked
- 2 clients' 90 percent CIM orders reduced to 90 to 75 percent
- 2 clients' 90 percent CIM orders reduced from 90 to 60 percent.

The above statistics demonstrate the flexibility exercised in the imposition of Conditional Income Management. Whilst the Commissioners consistently seek opportunities to revoke or reduce the CIM percentage, they are not adverse to imposing a new order or increasing the CIM percentage for clients who fail to make the behavioural changes expected by the Commissioners.







Whilst the total number of clients on CIM orders within the period has decreased, it is important to note that the Doomadgee Commissioners do not currently have the ability to income manage clients. The Commission notes that the number of CIM orders either revoked or reduced has increased from last year. The increase can be attributed to the Commissioners seeking family based solutions and introducing school attendance targets with a possible decrease in income management as an incentive to meet these targets. Local Commissioners report that clients have found these actions more tangible and have sought frequent advice from the Local Commissioners and Local Coordinators as to how they are tracking in reaching the goals discussed in conference. As a result, more clients have complied with Local Commissioner requests and have not required income management, or have had their CIM orders revoked or reduced in percentage.

25 clients have sought Voluntary Income Management from the Commission during this reporting period.

### Case management

As at 30 June 2015, 127 clients were being case managed through active case plans pertaining to 186 referrals as follows:

- 52 percent of clients on a Case Plan not subject to an CIM order
- 48 percent of clients on a Case Plan which include a CIM order.

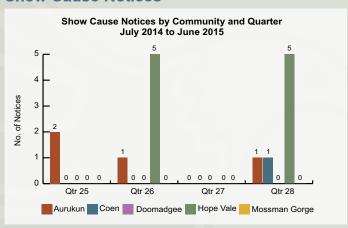
For 2014-15 there were 194 clients placed on a conditional income management order. Out of the 194 clients:

- 24 (12 percent) of those clients who were placed on a CIM order in 2014-15 were already on a case plan from a prior year when they were CIM'd
- 65 (34 percent) of those clients who were placed on a CIM order in 2014-15 were placed on a case plan during 2014-15
- 105 (54 percent) of those clients who were placed on a CIM order in 2014-15 were not placed on a case plan during 2014-15.

The Commission monitored case management statistics throughout the reporting period and has facilitated service provider engagement with Local Commissioners to maintain awareness of service deliverables. Commissioners report, however, that their priority has shifted from developing referrals to service providers to developing plans with families in their own home.

It is understood that the reason for this preference is that Commissioners rely on their knowledge of family circumstances in conjunction with agency notifications to monitor progress. Commissioners express concern at a lack of reliability amongst service providers, and describe periods of time when services are inaccessible to clients on referred case plans. Child Youth and Mental Health services in Aurukun continue to be a concern in terms of their capacity to provide specialist mental health services including case management and therapy for local children and adolescents exhibiting complex mental health issues including psychosis, mood disorders and reactions to trauma. The Commission worked closely with DATSIP this year to develop a plan to bring relevant parties together in an effort to provide more effective service provision for the youth of Aurukun. To date little progress has been achieved.

### **Show Cause Notices**



Graph 8: Show Cause Notices by community and quarter 1 July 2014 to 30 June 2015.

The Commission has seen a reduction in the number of Show Cause Notice conferences held within this reporting period. The Commission has implemented a process whereby future conference dates to review client progress are scheduled at the time of the case plan implementation. This practice has negated the need for a Show Cause conference at a later date as progress is already being consistently monitored. The decrease in the number of case plan referrals has also had a natural flow-on effect on the number of clients who become eligible for Show Cause proceedings.

The initial conference (with subsequent review conferences) and Show Cause Notice conferences ensure open communication is maintained between the client and the Commissioners and enables service







provision to be monitored more closely. In some circumstances case plans and income management orders have been revoked due to inadequate or absent service delivery which was revealed at conference.

From 1 July 2014 to 30 June 2015, 15 Show Cause hearings were held. These matters resulted in:

- 2 clients' CIM orders revoked
- 1 client's case plan revoked
- 1 client placed on a case plan
- 1 client placed on monitor
- 6 clients given a warning
- 2 no further action
- 2 clients were rescheduled, however they were unable to attend their rescheduled conference. Their notices then passed their 12 month expiry date and were unable to be seen for their Show Cause conference.

### **Amend or End Applications**

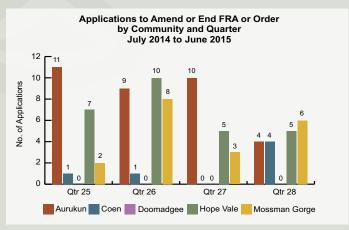
The Act invites clients to apply to amend or end a Commission order or agreement. The Commissioners continue to consider a number of options when determining the outcome of applications, including varying a case plan, amending the income management percentage or ending the order or agreement. The Commission views applications to amend or end agreements or orders as an indicator of client confidence in the Commission's ability to provide a fair, just and equitable process. Fifty-one percent of the applications received this year resulted in a revocation of the income management order or agreement.

Applications to amend or end voluntary income management are also heard in the conference setting, unless the client indicates to the Commission that the request requires urgent attention. If so, the application may be heard by the Commissioner and the Local Commissioners and a decision made outside of a scheduled conference date.

The Commissioners have welcomed the increase to 90 percent income management as it has provided them with a broader scope of increments with which to negotiate behavioural change. Local Commissioners have in effect incentivised income management by amending the percentage of the client's income management subject to the client achieving certain outcomes.

From 1 July 2014 to 30 June 2015 a total of 86 Applications to Amend or End an FRA or Order were received. The applications resulted in:

- 43 income management agreements and orders revoked
- 2 income management agreements and orders revoked and clients ordered to comply with case plans
- 1 client's case plan revoked
- 1 CIM order percentage reduced from 90 to 75 percent
- 2 CIM order percentages reduced from 90 to 60 percent for the remainder of the original income management orders
- 3 CIM order percentages reduced from 75 to 60 percent for the remainder of the original income management orders
- 1 VIM agreement increased from 60 to 90 percent for the remainder of the original income management agreement
- 1 VIM agreement decreased from 75 to 60 percent for the remainder of the original income management agreement
- 16 applications dismissed
- 3 applications dismissed and client ordered to comply with case plan
- 3 applications dismissed and clients Conditionally Income Managed at 90 percent
- 3 applications dismissed and clients given a warning
- application dismissed and client placed on monitor
- 6 applications received at the end of the financial year - decisions pending.



Graph 9: Applications to Amend or End FRA or Order by community and quarter 1 July 2014 to 30 June 2015.







## **Financial summary**

This financial overview is a summary of the financial performance and position of the Commission.

# The Commission's financial reporting framework

A comprehensive set of 2014-15 financial statements covering all aspects of the Commission's activities commences on page 71. These statements include explanatory notes and comparative figures for 2013-14.

Internal audits are performed by the Accountant to ensure efficiency and economy of systems and to identify financial, operational and business continuity risks. Audit results are duly reported to the Commissioner and Registrar/General Manager to determine whether any remedial actions are required and to establish compliance with statutory requirements and best practice.

### **Administering department**

The Commission moved from the Department of Aboriginal and Torres Strait Islander and Multicultural Affairs to the Department of Aboriginal and Torres Strait Islander Partnerships on 16 February 2015 as a result of the Administrative Arrangements Order (No 1) 2015.

### Operating result

The operating result for 2014-15 was a surplus of \$0.401 million.

# Summarised statement of comprehensive income

Summary statement	30 Jun 2015 \$,000	30 Jun 2014 \$,000
Income	4,228	3,409
Less: expenses	3,827	3,805
Operating result for financial year – surplus/(deficit)	401	(396)

### Adjusted operating result for 2014-15

Explanation	30 Jun 2015 \$,000
Operating result for financial year – surplus/ (deficit)	401
Less adjustments – Note 17 (7) of financial statements	(309)
Adjusted operating result for financial year	92

#### Income

Income by type	30 Jun 2015 \$,000	30 Jun 2014 \$,000
Queensland Government funding	1,600	1,649
Australian Government funding	1,800	1,700
Doomadgee Reimbursement	554	-
Other Reimbursement (Local Commissioners super prior years)	165	-
Other Revenue – Note 3 of financial statements	109	60
Total	4,228	3,409

#### **Expenses**

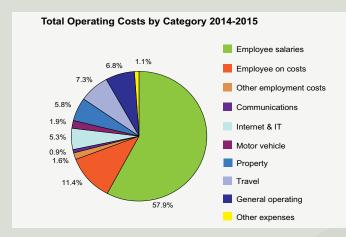
Expenses by type	30 Jun 2015 \$,000	30 Jun 2014 \$,000
Employee expenses	2,713	2,752
Supplies and services	1,036	1,014
Other expenses	78	39
Total	3,827	3,805

Overall the Commission's employee expenses dropped marginally in 2014-15. Increases due to wage rises, increments and remuneration of new Local Commissioners (for Doomadgee) were more than offset by an internally generated restructure of the Commission during 2014-15. Supplies and services expenditure slightly increased in 2014-15 due to replacement of computer equipment (written off as an expense being less than the \$5,000 capitalisation threshold), additional costs for motor vehicles and travel to remote communities. These costs were partly compensated by internal cost saving measures.



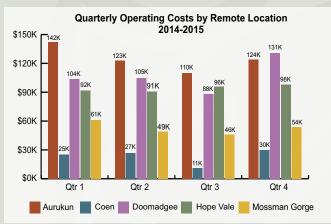




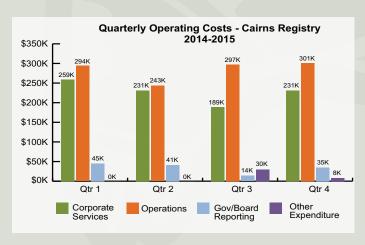


Graph 10: Expenses by category and percentage of total 1 July 2014 to 30 June 2015.

# Remote location and Cairns registry expenditure



Graph 11: Operating costs by remote location 1 July 2014 to 30 June 2015.



Graph 12: Quarterly operating costs, Cairns Registry 1 July 2014 to 30 June 2015.

### Statement of financial position

Total assets at 30 June 2015 consisted of current assets of cash, prepayments and receivables.

Total liabilities as at 30 June 2015 consisted of payables and accrued employee benefits.

Statement of financial position	30 Jun 2015 \$,000	30 Jun 2014 \$,000
Current assets	1,148	1,024
Total assets	1,148	1,024
Current liabilities	269	546
Total liabilities	269	546
Net assets	879	478
Retained equity	879	478

#### Cash flow statement

The cash flow statement shows the nature and amount of the Commission's cash inflows and outflows from all activities.

Cash flow statement	30 Jun 2015 \$,000	30 Jun 2014 \$,000
Operating activities	104	(344)
Net increase/(decrease) in cash held	104	(344)
Cash at beginning of financial year	981	1,325
Cash at end of financial year	1,085	981