



# ANNUAL GENERAL MEETING (AGM) PROCEEDINGS

22 November 2022



*Melbourne*  
— AUSTRALIA —

Everyone belongs



# AGENDA

**Welcome & Acknowledgment of Country**

**Opening of Annual General Meeting**

**Recording of Attendances, Proxies, Apologies and Quorum**

**Minutes from Last Year 2021 AGM**

**Chairperson's Reflection**

**Chief Executive Officer's Report**

**Treasurer's Report**

**Audited Financial statements 2021-22**

**Election of Board Members**

**Questions and Answers**

**We Thank You and Closing**





Everyone belongs

*Melaleuca Australia  
acknowledges the Larrakia  
people as the Traditional Owners  
of the Darwin region. We pay our  
respects to the Larrakia elders  
past and present.*





Melaleuca Refugee Centre Torture and  
Trauma Survivors Service of the NT Incorporated  
[Trading as Melaleuca Australia]

# 2021 ANNUAL GENERAL MEETING

## Minutes of Meeting

**Date** : Monday 22 November 2021  
**Time** : 7.45 am  
**Location** : Melaleuca Australia  
**Chair** : Mr Ross Springolo, Board Chairperson

---

### INVITED PARTIES:

Board Members  
Association Members  
Mr Kwame Selormey – Chief Executive Officer

### CHAIR OF MEETING:

Mr Ross Springolo – Chairperson

### MINUTE TAKER:

Ms Kate Jones – Minute Taker

### MEMBERS IN ATTENDANCE:

Ross Springolo – Board Member  
Cathy White – Board Member  
Eric Withnall – Board Member  
Lorenzo Siciliano – Board Member  
Lee Campbell – Board Member  
Benjamin Poveda – Board Member  
Edwin Joseph – Member  
Kerrin Bolton – Member

### MEMBER VIA PROXY:

Colin McDonald – Board Member

### APOLOGIES:

Christine Kute – Board Member  
Tisha Tejaya – Board Member  
Mel Beyler – Board Member

1	<b>Acknowledgement of Country:</b>
---	------------------------------------

*Melaleuca Australia acknowledges the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past, present, and emerging. Thanks to all for attending. The meeting was opened by the Chair at 7.50. The Chair Welcomed everyone to the Annual General Meeting. The Chair acknowledged that there was a quorum present and then proceeded with the meeting.*

2	The minutes from the previous Annual General Meeting had been circulated and all members present acknowledged that they had seen them. The Chair moved the motion that the minutes from November 2020 be accepted seconded by Cathy White Deputy Chair. All members present at the previous Annual General Meeting accepted the minutes as true and accurate.
---	---

The Chair shared his reflections on the year.

3	Reports:
---	----------

- The Chair's Report was delivered.  
**Moved** Ross Springolo **Seconded** Cathy White as accepted.  
**Taken as read.**

The Chair offered his thanks to Board members 2020-2021.  
The Chair acknowledged the challenges of the year.

- The CEO's Report was delivered by the CEO and accepted by the members Kwame Selormey as CEO reflected on:
  - Melaleuca's focus on health by establishing an optometry clinic and partnership with Mediclinic which would see a GP clinic set up at Melaleuca.
  - Melaleuca's focus on employment which has seen 60 people placed into employment and a partnership with Thrive who support humanitarian entrants into self-employment.
  - Melaleuca's move toward becoming a learning organisation by focusing on education and training for staff, clients and the wider community.
  - The impact of COVID-19 on Melaleuca and the community.
  - Acknowledgment of the team past and present who served Melaleuca's clients with him.

Item	Minutes
------	---------

#### 4 Financial Matters:

- The financial audit 2020/21 findings were presented to the members.
- The Chair commented that Melaleuca continues to look out for funding opportunities and that the Board is committed to sound financial stewardship of the organisation.
- The Chair commented that COVID-19 impact has meant humanitarian entrant arrivals had significantly dropped which has impacted revenue and workforce changes.

**Moved** Ross Springolo **Seconded** Cathy White that the 2020/21 Financial Statements as prepared by Merit Partners be accepted. **APPROVED**

Appointment of Auditors – Merit Partners

**Moved** Ross Springolo **Seconded** Lee Campbell that Merit Partners be appointed as the 2021/22 financial year auditor. **APPROVED**

---

#### 5 Board of Management Appointment:

- The following renomination forms were received for 2020-21 Board Members:
  - Mr Ross Springolo,
  - Mr Colin McDonald,
  - Ms Cathy White,
  - Mr Lorenzo Siciliano
  - Ms Lee Campbell
  - Mr Benjamin Poveda
  - Mr Eric Withnall
  - Ms Tisha Tejaya
  - Ms Christine Kute

**Moved** Ross Springolo **Seconded** by Cathy White that all nominations be accepted as 2021/22 Board members. **APPROVED**

- The following members have exited:
  - Ms Mel Beyler

The Chair thanked all Members, Melaleuca Stakeholders, Consultants, Federal and N.T. Governments and Partners for their continued support throughout the 2020-2021 year.

The Chair also thanked all staff for their dedication and hard work throughout the year 2020-2021, which was a challenging year.

The Chair acknowledged the organisations patrons:

- Reverend D Eugene Hurley DD – Former Bishop of the Diocese of Darwin

---

#### 6 Open forum for questions:

- No attendees spoke to this topic.

---

#### 7 Close of Meeting:

- Meeting was closed at 8:05 am and the next AGM date will be advised.
-

# CHAIRPERSON'S REFLECTION



**We acknowledge the Larrakia people, the traditional owners on whose land we serve, and on behalf of the Board, staff, and clients of Melaleuca, I thank them and pay my respect to elders both past and present.**

Each year, from our home here in Darwin, we see how our world is influenced and changed by global forces beyond our control. We then consider how our organisation is responding to these changes with the simply goal of helping our brothers and sisters in their time of need. We respond in the only way we know how, by being Melaleuca Australia.

We started the year on a stark note as withdrawal of foreign forces from Afghanistan caused thousands of families and individuals to flee potential persecution and therefore becoming displaced.

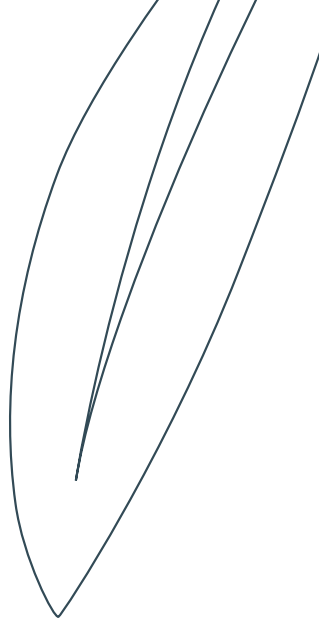
The UNHCR's reported that the events leading to the Taliban takeover of Kabul in August 2021 led to 800,000 newly displaced people within Afghanistan, taking the internal displacement numbers in Afghanistan alone to 3.5 million.

The work we do at Melaleuca Australia is directly connected to the global humanitarian plight.

Here in Darwin, Melaleuca Australia supported over 1,700 Afghan Evacuees who transited through the Centre for National Resilience. We provided support and helped connecting them to their final destination points across Australia. Our staff worked resolutely and tirelessly in operationalising such a unique triaging process with people who were so deeply wounded and affected by their experiences. This tells a remarkable story of the heart of Melaleuca Australia and its true commitment to our vision, mission and values.

As we closed in on June, we started to see an increase in humanitarian arrivals as the international borders slowly opened. We started welcoming as new Territorians refugees arriving from Pakistan and the Democratic Republic of Congo.





*"In our 25<sup>th</sup> year of our service to humanity, Melaleuca Australia has matured to tell its own story as it embraced new terrains where it hasn't before been."*

In our 25<sup>th</sup> year of our service to humanity, Melaleuca Australia has matured to tell its own story as it embraced new terrains where it hasn't before been. This has included the operationalisation of Mela Kulcha as a hospitality social enterprise. With a rapidly expanding reputation, it has been welcoming people from all walks of life, and providing opportunities for the communities we serve to learn skills that prepare them for employment.

For decades, Melaleuca Australia has been advocating for employment for people from diverse cultural backgrounds. As we closed the financial year, we were gearing up to deliver on a Workforce Australia contract achieved in partnership with AMES Australia. This first ever generalist initiative adds to our expanding ecosystem of integrated services for the communities we serve.

We extend our highest gratitude to and acknowledge the constant unyielding dedication of the Melaleuca Australia staff who achieve so much in the service of others.

We also acknowledge the tremendous support we receive from our stakeholders and the wider Darwin community. Without such support, we would not be able to achieve what we do in the service of others.

On behalf of the Board, our support Melaleuca remains constant sure and true.

**Ross Springolo**

*FCPA, FGIA, FCIS, FAICD*

*Board Chairperson*

**Board Members 2021-22**

---

Ross Springolo

Cathy White

Ben Poveda-Alfonso

Eric Withnall

Lee Campbell

Lorenzo Siciliano

Colin McDonald

Tisha Tijaya

Christine Kute (*Leave of absence*)

# CHIEF EXECUTIVE OFFICER'S REPORT



**This has been Melaleuca Australia's 25 year of service delivery, and I am honoured to be part of this significant milestone.**

We started the year responding to the Afghanistan crisis. This meant collaborating with some remarkable people and organisations within the Territory as well as nationally to welcome hundreds of Afghan evacuees arriving in Australia. The Afghanistan response here commenced at a time when Melaleuca Australia was operating with a much-reduced workforce, however the way the team came together to provide the needed support was commendable and recognised nationally.

Melaleuca's commitment to cultivating complementary and integrated services for the benefit of the individuals and communities we serve has remained unwavering. Adapting to the increase in humanitarian entrant arrival numbers in the Territory we partnered with the Northern Territory Department of Territory Families, Housing and Communities to secure additional temporary housing. We also worked with them to launch a new, specialist service for families and children.

Another partnership was strengthened as we worked with AMES Australia to become a provider for a new Workforce Australia model aimed at supporting individuals in the NT into employment. As we closed the year, we received news that AMES Australia's bid for Workforce initiative was successful and Melaleuca Australia joined the AMES Alliance.

This year, Melaleuca experienced a significant growth with the size of the organisation more than doubling. This growth trajectory had not reached its peak as we closed the year out; we see more growth on the horizon into the new financial year.

Naturally, with the growth we experienced in service offerings, came a consequential growth in workforce numbers and an expansion to working from one site in Darwin City to across three sites. We now have some of our colleagues operating from offices in Palmerston and Casuarina. This presented an opportunity to refresh and revisit the way we live our values through every action we take as a team of committed servant leaders. We continue to be a trauma-informed, integrated specialist service with our core values at the heart of everything we do.

*“Melaleuca experienced a significant growth with the size of the organisation more than doubling.”*

Last year, in an exciting first, Melaleuca activated Mela Kulcha as its Social Enterprise to enable employment, opportunities for connection, learning and social engagement for the communities we serve. This initiative has flourished and the support for Mela Kulcha has been remarkable. NT Government, the Chief Minister's Office, Masonic Charities and Power and Water, have generously sponsored its growth. Importantly, Darwin community have supported us with their patronage.

Another innovative endeavour came as we explored some new partnerships that have led us elevate the agenda of future research, and evaluation-based work. These partnerships will continue to grow as we embrace new ways of being able to speak with evidence and authority about the changes we are heralding.

Our approach to service remains founded on partnerships not only in the Territory but also nationally. Without our service partners, the growth we have experienced over the past 25 years and especially this year, would not have been possible.

My work is to serve all aspects of Melaleuca Australia, harmonising governance, workforce, systems, resources, contract obligations and legal responsibilities. The harmonisation occurs in a way that enables leadership to shine across the organisation and

be felt by our clients. This year has been extraordinary as every aspect has been transformed by growth. My fellow Colleagues on the Executive and I have been faced with and accept the challenge of responding to this new landscape of growth, ensuring that we adapt our systems, places, processes, resources, support mechanisms for our fellow colleagues and especially for the clients we are here to serve.

I cannot thank my executive colleagues enough for their generosity of service and leadership internally and externally.

At the age of 25, we have this year embraced new ways of maturity and increased our service footprint in the world larger than it has ever been.

Thank you for your interest in Melaleuca Australia and for continuing support and witness us.

***Kwame Selormey***

*Chief Executive Officer*

#### **Executive and Leadership Support 2021-22**

---

Erin Plumb

Ellie Keagan

Joy Onyeledo

Hamish McDonald

Toni Stampalija



# TREASURE'S REPORT



## 2021-2022 Financial Year

**Melaleuca Australia continued to demonstrate its resilience and agility throughout another challenging year brought about by the ongoing impact of the COVID-19 pandemic.**

The continuing impacts of the pandemic presented ongoing challenges across the organisation. For most of the year Australia's international borders remained closed. Directly resulting in no humanitarian arrivals, which sit at the core of our service provision. Reduced income generation meant managing our expenditure closely and wisely. We thank the Australian Government for their continued support of Melaleuca during this time.

Confronted with such externally imposed challenges Melaleuca Australia demonstrated its agility.

We progressed with the development of social enterprises designed to provide our clients with work experience. A new feature on the Darwin café and restaurant scene is Mela Kulcha, serving coffee and cake in the mornings and a unique dining experience under the stars at night. These investments, small

as they may be, grew in reputation throughout the year and began to generate income and more importantly an opportunity for our clients. These activities will be expanded further in 2022-23, with the restaurant to commence a regular evening service, and additional food vans being procured to empower the communities we serve to embrace the Territory lifestyle.

We also played an essential role in the processing of Afghan evacuees, following the withdrawal of international armed forces from Afghanistan. Between September 2021 and February 2022, Melaleuca processed over 1,700 Afghan evacuees through Darwin International Airport and the Howard Springs Centre for National Resilience. Melaleuca received high praise from the Australian Government for the quality of work performed.

We were successful in securing a number of grants to support initiatives targeted at migrant and communities with a refugee background: NT Primary Health Network and the Department of Territory Families, Housing and Communities provided funding for bi-cultural support workers working in health and domestic violence initiatives;

# *"Confronted with such externally imposed challenges Melaleuca Australia demonstrated its agility."*

the Centre for Multicultural Women's Health provided funding for health education in migrant communities. Melaleuca also successfully applied for funding from the Department of Territory Families, Housing and Communities for a new program of Family Support Services, which will continue through to 2026.

We successfully initiated various State and Federal government funded specialist training and job placement programs in partnership with Charles Darwin University and other recognised Training Organisations.

In early 2022, we were advised that the consortium led by AMES Australia, of which Melaleuca is a member, was successful in securing a tender for the Australian Government's Workforce Australia initiative – the new initiative that replaced Job Active as of 1 July 2022. Melaleuca will deliver services in Darwin (Casuarina) and Palmerston. There was significant effort and resources expended to gear up to deliver this new complementary service to the CALD community.

Our financial position achieved by the end of the financial year, presents a surplus, a healthy balance sheet and net equity position.

The range of initiatives developed and activated throughout the year carry the intention of generating a more consistent revenue profile. One that

represents ripples in the stream as opposed to waves in the ocean. Over time these initiatives, and others yet to be deployed, will create a more viable and sustainable Melaleuca.

We remain ever grateful to Northern Territory and Australian Government's for the support and commitment provided to Melaleuca enabling us to carry out our mission.

My gratitude also to the dedicated Finance and Audit Review Committee Members for their diligent stewardship. As well as to Merit Partners for their work on our Financial Audit.

I commend the Audited Financial Statements and Audit Report to your attention.

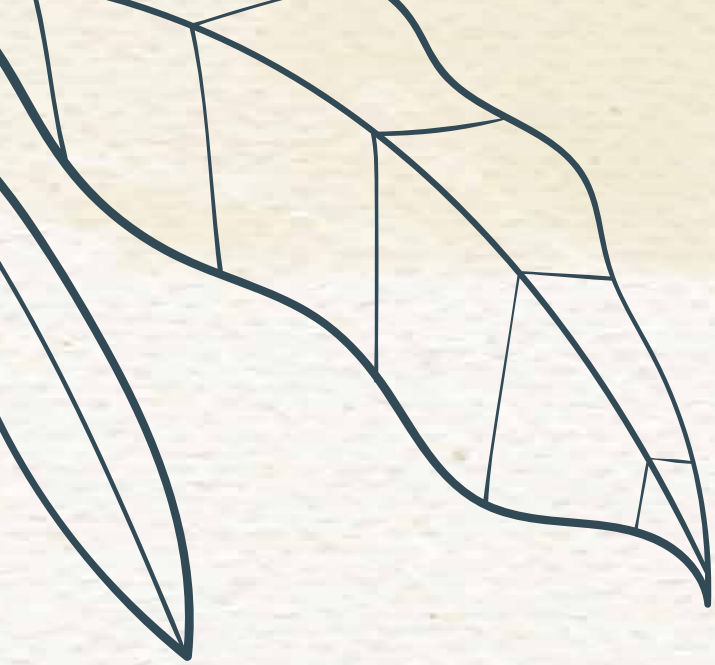
## ***Ben Poveda-Alfonso***

*Board Treasurer &  
Chair of the FAR Committee*

## **Finance and Audit Review (FAR) Committee Members 2021-22**

Ross Springolo  
Hamish McDonald  
Kwame Selormey  
Lorenzo Siciliano  
Eric Withnall  
Erin Plumb  
Ellie Keegan  
Joy Onyeledo





# FINANCIAL REPORT





Melaleuca Refugee Centre Torture & Trauma Survivors' Service of the NT  
Incorporated

ABN 50 116 495 405

**SPECIAL PURPOSE FINANCIAL REPORT**

**for the year ended 30 June 2022**

**MELALEUCA REFUGEE CENTRE  
TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT INCORPORATED**

**SPECIAL PURPOSE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

**CONTENTS**

	Page
Statement by the Governing Board	1
Independent Audit Report	2-3
Statement of Financial Position	4
Statement of Profit or Loss	5
Statement of Cash Flows	6
Notes to and forming part of the Financial Statements	7-15

**MELALEUCA REFUGEE CENTRE**  
**TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT INCORPORATED**  
**STATEMENT BY THE GOVERNING BOARD**

The Governing Board has determined that the Association is not a reporting entity.

The Governing Board has determined that this special purpose Financial Report should be prepared in accordance with the accounting policies outlined in notes 1 and 2 to the Financial Statements.

In the opinion of the Governing Board:

- a) The accompanying Financial Report, being a special purpose financial statement, is drawn up so as to present fairly the state of affairs of the Association as at 30 June 2022 and the result of its operations for the year then ended;
- b) The accounts of the Association have been properly prepared and are in accordance with the books of accounts of the Association;
- c) The financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*; and
- d) There are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

The Governing Board confirms as follows:

- a) The names of the Governing Board members of the Association during the relevant financial year were:

Ross Springolo, Chair  
Cathy White, Deputy Chair  
Ben Poveda-Alfonso, Treasurer  
Colin McDonald  
Lee Campbell  
Lorenzo Siciliano  
Christine Kute  
Eric Withnall  
Tisha Tejaya  
Mel Beyler (resigned November 2021)

- b) The principal activity of the Association during the relevant financial year was the provision of settlement and counselling services to refugees and their families in the Northern Territory.
- c) The net operating surplus of the Association for the year was \$868,431 - (2021 deficit \$37,657).

Signed at Darwin in accordance with subsection 60.15(2) of the Australian Charities and Not-for-profit Commission Regulation 2013 on this 15<sup>th</sup> day of November 2022

	<u>ROSS SPRINGOLO</u>	<u>chair</u>
Signature	Name	Position





#### **Independent auditor's report to the members of Melaleuca Australia**

##### **Opinion**

We have audited the accompanying special purpose financial report of Melaleuca Refugee Centre Torture & Trauma Survivor's Service of the Northern Territory Incorporated ("Melaleuca Australia" or the "Association"), which comprises the statement of financial position as at 30 June 2022, the statement of profit or loss and statement of cash flows for the year then ended, a summary of significant accounting policies and other explanatory notes and the statement by the Governing Board.

In our opinion, the special purpose financial report has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-Profits Commission Act 2012*, including:

- (a) giving a true and fair view of the Association's financial position as at 30 June 2022 and of its financial performance for the year then ended; and
- (b) complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

##### **Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Association in accordance with the independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the ethical requirements of the Australian professional accounting bodies. We have also fulfilled our other ethical responsibilities in accordance with the independence requirements.

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

##### **Emphasis of matter – Basis of Accounting and Restriction on Distribution,**

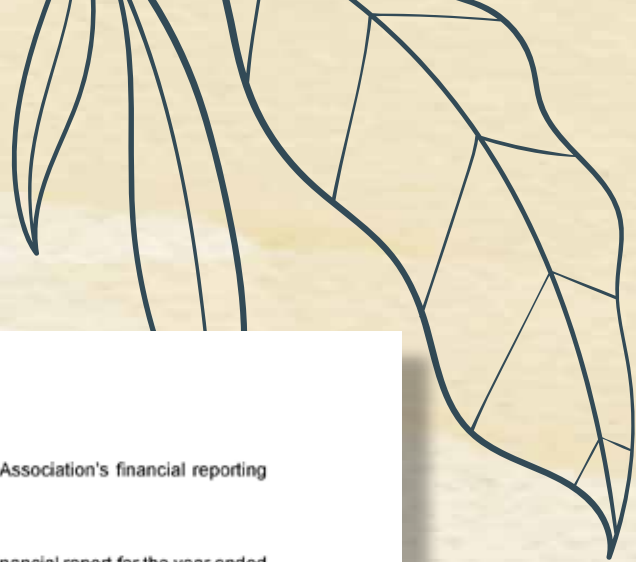
We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the Association to meet the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*, and the Association's constitution. As a result, the financial report may not be suitable for another purpose. Our report is intended solely for Melaleuca Refugee Centre Torture & Trauma Survivor's Service of the Northern Territory Incorporated and should not be distributed to parties other than Melaleuca Refugee Centre Torture & Trauma Survivor's Service of the Northern Territory Incorporated. Our opinion is not modified in respect of these matters.

##### **Responsibilities of Management and Those Charged with Governance for the Financial Report**

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012*, *Associations Act NT* and the Association's constitution and has determined the accounting policies used as described in Note 1 are appropriate to meet the needs of the Association and for such internal control as management determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the management either intends to liquidate the Association or to cease operations, or have no realistic alternative but to do so.





Those charged with governance are responsible for overseeing the Association's financial reporting process.

#### **Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report for the year ended 30 June 2022 as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

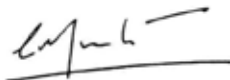
As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Merit Partners*

Merit Partners



MunLi Chee  
Director

Darwin

15 November 2022

[meritpartners.com.au](https://meritpartners.com.au)

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2022**

	Notes	2022 \$	2021 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	3	2,219,440	1,450,464
Receivables	4	551,908	2,566
Prepayments	5	175,722	52,709
Inventories	6	2,039	699
<b>TOTAL CURRENT ASSETS</b>		<b>2,949,109</b>	<b>1,506,438</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	7	743,421	524,178
Right of Use Assets	8	268,285	-
<b>TOTAL NON-CURRENT ASSETS</b>		<b>1,011,706</b>	<b>524,178</b>
<b>TOTAL ASSETS</b>		<b>2,960,815</b>	<b>2,030,616</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Payables	9	460,550	205,317
Employee Entitlements	10	139,208	91,145
Unexpended Grants	11	446,517	133,738
Loans	12	131,855	-
Lease Liabilities	8	64,681	-
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,242,811</b>	<b>430,200</b>
<b>Non-Current Liabilities</b>			
Employee Entitlements	10	20,369	5,971
Lease Liabilities	8	234,759	-
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>255,128</b>	<b>5,971</b>
<b>TOTAL LIABILITIES</b>		<b>1,497,939</b>	<b>436,171</b>
<b>NET ASSETS</b>		<b>2,462,876</b>	<b>1,594,445</b>
<b>EQUITY</b>			
Accumulated Funds at Start of Year		1,594,445	1,632,102
(Deficit)/Surplus for the Year		868,431	(37,657)
<b>Accumulated Funds at End of Year</b>		<b>2,462,876</b>	<b>1,594,445</b>

The Statement of Financial Position should be read in conjunction with the notes to and forming part of the Financial Statements

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**STATEMENT OF PROFIT or LOSS FOR THE YEAR ENDED 30 JUNE 2022**

	2022	2021
	\$	\$
<b>INCOME</b>		
Contract Services	2,718,669	752,027
Funding/Grants	1,593,010	1,308,712
Donations and Fundraisings	30,569	26,020
Other Income	35,879	264,417
Interest Received	208	550
<b>TOTAL INCOME</b>	<b>4,378,335</b>	<b>2,351,726</b>
<b>EXPENDITURE</b>		
Salaries and Wages	1,826,112	1,341,321
Contract Services	445,689	123,480
Professional Fees	352,398	250,202
Depreciation	225,884	121,711
Office Rent	196	58,696
Electricity	20,120	11,510
Insurance	59,306	47,780
Telephone	45,600	18,433
Materials	27,733	-
Interest Expense	19,152	-
Administration	487,714	416,250
<b>TOTAL EXPENDITURE</b>	<b>3,509,904</b>	<b>2,389,383</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b>868,431</b>	<b>(37,657)</b>

The Statement of Profit or Loss should be read in conjunction with the notes to and forming part of the Financial Statements

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2022**

	Notes	2022 \$	2021 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Receipts from Customers		1,204,115	1,147,226
Payments to Suppliers and Employees		(3,996,983)	(2,526,808)
Grants Received		3,807,837	1,650,860
Interest Received		208	550
<b>Net Cash from/(used in) operating activities</b>		<b>1,015,177</b>	<b>271,828</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Acquisition of Property, Plant and Equipment		(378,056)	(130,811)
<b>Net Cash used in investing activities</b>		<b>(378,056)</b>	<b>(130,811)</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>			
Proceeds from loan		131,855	-
<b>Net Cash used in financing activities</b>		<b>131,855</b>	<b>-</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>768,976</b>	<b>141,017</b>
Cash and cash equivalents at the beginning of the year		1,450,464	1,309,447
<b>Cash and cash equivalents at the end of the year</b>	<b>3</b>	<b>2,219,440</b>	<b>1,450,464</b>

The Statement of Cash Flows should be read in conjunction with the notes to and forming part of the Financial Statements



**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2022**

**1. BASIS OF PREPARATION**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Association's Constitution and the Northern Territory Associations Act and Regulations. The Governing Board has determined that the Association is not a reporting entity because, in the Governing Board's opinion, there are unlikely to exist users who are unable to command the preparation of reports tailored so as to satisfy all of their information needs.

The Association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

This special purpose financial report has been prepared in accordance with the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*. In preparing the special purpose financial report, the following Australian Accounting Standards required by the *Australian Charities and Not-for-profits Commission Act 2012* have been adopted:

- AASB 101 Presentation of Financial Statements
- AASB 107 Statement of Cash Flows
- AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors
- AASB 124 Related Party Disclosures
- AASB 1048 Interpretation of Standards
- AASB 1054 Australian Additional Disclosures.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The Financial report, except for cash flow information, has been prepared on an accruals basis and is based on historical cost except where stated, and does not take into account changing money values or current valuations of non-current assets.

The functional and presentation currency of the Association is Australian dollars.

***Application of new and revised Accounting Standards***

The Association has adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (the AASB) that are relevant to its operations and effective for the current annual reporting period. The adoption of these new and revised Standards and Interpretations has resulted in no significant changes to the Association's accounting policies.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted. The adoption of these Accounting Standards and Interpretations did not have any significant impact on the financial performance or position of the Association.



**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2022**

*Critical accounting estimates*

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the incorporated association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed below:

*Estimation of useful lives*

The Association determines the estimated useful lives and related depreciation charges for its property, plant and equipment. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete, or non-strategic assets that have been abandoned or sold will be written off or written down.

*Employee Entitlements*

The liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

*Revenue from contracts with customers – identifying performance obligation*

The performance obligation relating to revenue recognised is satisfied over time when the service is provided over the defined period. The performance obligation relating to revenue recognised from contracts is satisfied upon delivery of service to the customers.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Property, Plant and Equipment (PPE)**

Leasehold improvements, office equipment and motor vehicles, are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all PPE is depreciated over the useful lives of the assets to the Association commencing from the time the asset is held ready for use.

The rates used are:

	2022	2021
Motor Vehicles	16.67%	16.67%
Building Renovations	16.67%	16.67%
Computer Server/Office Equipment	14.29%	14.29%
Computers	20%	20%

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2022**

**(b) Income Tax**

The Association is a Public Benevolent Institution with all applicable taxation exemptions.

**(c) Employee Entitlements**

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee entitlements have been measured at the amounts expected to be paid when the liability is settled.

*Short-term employee benefits* - Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages and salaries. The Association's obligations for short-term employee benefits such as wages and salaries are recognised as a part of current trade and other payables in the statement of financial position. Other benefits such as annual leave and long service leave are recognised as employee provisions.

*Long-term employee benefits* - The Association's obligations for long term employee benefits are presented as non-current provisions in its statement of financial position, except where the Association does not have an unconditional right to defer settlement for at least 12 months after the reporting date, in which case the obligations are presented as current provisions. Provision is made for employees' leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees rendered the related service.

**(d) Provisions**

Provisions are recognised when the Association has a legal or constructed obligation as a result of past events for which it is probable that an outflow or inflow of economic benefits will result, and that outflow or inflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**(e) Cash and Cash Equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with the original maturities of three months or less.

**(f) Revenue and Other Income**

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Association and the revenue can be reliably measured. Revenue is measured at fair value of the consideration received or receivable. For this purpose, deferred consideration is not discounted to present values when recognising revenue. All revenue is stated net of the amount of goods and service tax. Interest revenue is recognised using the effective interest rate method.

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2022**

Grant income is recognised in the profit and loss statement when the Association satisfies performance obligations stated within the funding agreements. If conditions are attached to the grant which must be satisfied before the Association is eligible to receive the contribution, the grant will be recognised in the statement of financial position as a liability until those conditions are satisfied.

The portion of grant income received in the current year that remains unspent at year end is recognised in current liabilities in the balance sheet, as it is deemed that the performance obligation has not been fulfilled.

Contract services income is recognised when invoiced, and fees not yet received will reflect as receivables in current assets.

**(g) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount receivable or payable to the Australian Taxation Office is included with the other receivables or payables in the balance sheet.

**(h) Expenditure for Humanitarian Settlement Program**

Under the terms of the contract with the Department of Home Affairs (DHA), amounts paid to legitimate Australian citizens for the purchase of household furniture and transit accommodation expenses are not recorded as non-current assets in the books of the Association. The disbursements are treated as general expenditure and are tracked or substantiated through the documentation.

**(i) Inventories**

The Association maintains non-trading inventories for the purpose of meeting its obligations to clients. Inventories are measured at cost, and are recognised as an expense on a first-in, first-out basis when used to meet client obligations. Any impairment of inventory carrying values is adjusted for at the end of the reporting period as a result of stocktake procedures, and recognised in the profit and loss statement.



**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2022**

**(j) Leases**

With effect from 1 July 2021, the Association has applied AASB 16 Leases.

At inception of a contract, the Association assesses whether a lease exists - i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration.

At the lease commencement, the Association recognises a right-of-use asset, and associated lease liability, for the lease term. The lease term includes extension periods where the Association believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises of the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration less any lease incentives received.

The lease liability is initially measured at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the RBA Small Business Lenders' interest rate for new loans is used.

The right-of-use asset is depreciated over the lease term on a straight line basis and assessed for impairment in accordance with the impairment of assets accounting policy. The lease liability is initially measured at the present value of the remaining lease payments at the commencement of the lease. Subsequent to initial recognition, the lease liability is measured at amortised cost.

Short-term leases and leases of low-value assets are not recorded on the balance sheet, but are expensed on a straight line basis over the lease term.

**(k) Loans**

Loans payable are financial liabilities measured at fair value, net of transaction costs.

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

	2022 \$	2021 \$
<b>3. Cash and Cash Equivalents</b>		
General Account - Westpac	1,538,124	367,169
STA Account - Westpac	164,897	151,153
Cash Management Account - Westpac	289,033	738,931
Cash Reserve Account - Westpac	193,072	193,031
Bank Guarantee - Westpac	33,598	-
Cash on Hand - Petty Cash	716	180
	<u>2,219,440</u>	<u>1,450,464</u>
<b>4. Receivables</b>		
Trade Debtors	491,343	1,100
Other Receivables	63,926	4,827
Impairment of Debts	(3,361)	(3,361)
	<u>551,908</u>	<u>2,567</u>
<b>5. Prepayments</b>		
Prepaid Insurance	133,691	52,671
Other Prepayments	42,031	38
	<u>175,722</u>	<u>52,709</u>
<b>6. Inventories</b>		
Settlement Inventory		
<b>Balance at Beginning of Year</b>	699	717
Additions	4,409	-
Inventory Distributed	(1,830)	(18)
Impairment	(1,239)	-
<b>Balance at End of Year</b>	<u>2,039</u>	<u>699</u>
<b>7. Property Plant and Equipment</b>		
Building Renovations St Mary's	1,173,182	1,092,383
Accumulated Depreciation	(821,921)	(713,531)
	<u>351,261</u>	<u>378,852</u>
Office Equipment at Cost	334,420	167,808
Accumulated Depreciation	(114,171)	(78,670)
	<u>220,249</u>	<u>89,138</u>
Motor Vehicles at Cost	270,141	139,495
Accumulated Depreciation	(98,230)	(83,307)
	<u>171,911</u>	<u>56,188</u>
<b>Total Property, Plant and Equipment</b>	<u>743,421</u>	<u>524,178</u>



**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

**7. (cont) Movements in carrying amounts of property, plant and equipment**

<b>Year Ended 30 June 2022</b>	<b>Building Renovations</b>	<b>Office Equipment</b>	<b>Motor Vehicles</b>	<b>TOTAL</b>
<b>Balance at Beginning of Year</b>	378,853	89,138	56,187	<b>524,178</b>
Additions	80,798	166,612	130,646	<b>378,056</b>
Disposals	-	-	-	-
Depreciation Expense	(108,390)	(35,501)	(14,992)	<b>(158,813)</b>
<b>Balance at End of Year</b>	<b>351,261</b>	<b>220,249</b>	<b>171,911</b>	<b>743,421</b>
<b>Year Ended 30 June 2021</b>				
<b>Balance at Beginning of Year</b>	439,624	65,595	9,860	<b>515,079</b>
Additions	31,846	47,197	51,768	<b>130,811</b>
Disposals	-	-	-	-
Depreciation Expense	(92,617)	(23,654)	(5,441)	<b>(121,712)</b>
<b>Balance at End of Year</b>	<b>378,853</b>	<b>89,138</b>	<b>56,187</b>	<b>524,178</b>

8.	Leases	2022	2021		
	Right of Use Assets				
	Balance at application of AASB16	335,356			-
	Depreciation Charges	(67,071)			-
	Balance at End of Year	<u>268,285</u>			<u>-</u>
	Undiscounted Lease Liabilities				
	2022	< 1 year	1-5 years	> 5 years	TOTAL
	Lease Liabilities	64,681	234,759	-	299,440
	2021				
	Lease Liabilities	-	-	-	-

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF  
THE NT INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

	2022 \$	2021 \$
<b>9. Payables</b>		
Trade Creditors	167,964	147,238
Westpac Visa Card - Director	2,700	(3,118)
Westpac Visa Card - CDC	9,879	1,120
Australian Taxation (GST)	174,016	3,292
Australian Taxation (PAYG)	37,742	28,904
Sundry	12,546	2,785
Accrued Expenses	55,703	25,096
	<u>460,550</u>	<u>205,317</u>
<b>10. Employee Entitlements</b>		
<b>Current</b>		
Annual Leave	127,349	81,023
Long Service Leave	11,859	10,122
	<u>139,208</u>	<u>91,145</u>
<b>Non-Current</b>		
Long Service Leave	20,369	5,971
<b>Total Employee Entitlements</b>	<u>159,577</u>	<u>97,116</u>
<b>11. Unexpended Grants</b>		
NT PHN	38,832	-
Australian Red Cross	-	32,540
NTG Other	113,652	76,198
Federal Government Other	(99,250)	-
Other	393,283	25,000
	<u>446,517</u>	<u>133,738</u>
<b>12. Loans</b>		
Monument Premium Funding	131,855	-
<b>Total Loans</b>	<u>131,855</u>	<u>-</u>

**MELALEUCA REFUGEE CENTRE TORTURE AND TRAUMA SURVIVORS' SERVICE OF THE NT  
INCORPORATED**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

**13. RELATED PARTY DISCLOSURES**

*Transactions with Key Management Personnel*

Board Members are on a voluntary capacity and are not remunerated for their role.  
The total remuneration paid to key management personal (Executive Team Leaders) of Melaleuca Australia during the year is as follows:

	<b>2022</b>	<b>2021</b>
Total remuneration paid	\$309,272	\$296,918

*Receivables from and Payables to Related Parties*

There were no trade receivables from or trade payables to related parties at 30 June 2022 and 2021.

*Loans to/from related parties*

There were no loans to or from related parties at 30 June 2022 and 2021.

**14. EVENTS SUBSEQUENT TO THE REPORTING PERIOD**

As a result of the Association's Workforce Australia program (see Note 14), Melaleuca Australia leased new premises in Casuarina and Palmerston for a three-year term, with options for a further three years. The combined net present value of these leases for a three-year term is \$724,137, and for a six-year term (if executed, subject to funding) is \$1,427,822.

**15. GOING CONCERN, COVID-19 PANDEMIC AND ECONOMIC DEPENDENCY**

During the year Melaleuca Australia undertook activities designed to ensure that it remained a going concern. This included progressing with the development of social enterprises. The organisation had significant involvement in the processing of Afghan evacuees commencing in September 2021. As the emergency restrictions imposed due to the COVID-19 pandemic were eased, Australia's international borders re-opened in February 2022, and the organisation began receiving humanitarian entrants in March 2022. The organisation continues to operate on the basis that Australia's international borders will remain open, and that the humanitarian intake will continue and eventually return to pre-pandemic levels over the medium term.

The Association is part of a consortium that successfully tendered for the Federal Government's Workforce Australia programme commencing in July 2022. The programme will be offering generalist employment services for unemployed people who reside in the Darwin and Palmerston regions. The Workforce Australia programme is funded through a fee-for-service program.

The Association receives significant grant funds from both the Federal and Northern Territory Governments to provide various assistance and support services to people from a refugee background and humanitarian entrants. The financial report has been prepared on a going concern basis on the expectation that this funding will continue. The Governing Board believes that the support from members and funding bodies will continue and that the organisation will continue as a going concern for the ensuing 12 months from the date of this report.

# ELECTION OF BOARD MEMBERS



**Ross Springolo**



**Cathy White**



**Lorenzo Siciliano**



**Colin McDonald**



**Ben Poveda-Alfonso**



**Tisha Tejaya**



# QUESTIONS AND ANSWERS



A large white rectangular area with horizontal lines, intended for writing questions and answers.

*Thank you*









# OUR VISION

A world where everyone belongs.



# OUR MISSION

We exist to welcome and support individuals and families from diverse cultural backgrounds to lead the lives they choose.



# OUR VALUES

**Belonging** – creating a sense of community where everyone is welcome and feels included.

**Compassion** – practising empathy and kindness towards everyone.


**Ethics** – upholding our moral obligations to each other, the individuals we serve and the community.

**Respect** – accepting each person as a unique individual.

**Responsibility** – being held accountable for what we do and how we do it from beginning to end.



 [melaleuca.org.au](http://melaleuca.org.au)

 (08) 8985 3311

 Melaleuca Australia

 [admin@melaleuca.org.au](mailto:admin@melaleuca.org.au)