

Family Responsibilities Commission

*Report to the Family Responsibilities Board and
The Minister for Aboriginal and Torres Strait Islander Partnerships*

Quarterly Report

No. 31

January 2016 to March 2016



*Report prepared by the Family Responsibilities Commission under the leadership of
Commissioner David Glasgow*

Executive Summary

During quarter 31, 1,017 within jurisdiction agency notices were received by the Family Responsibilities Commission (the Commission), an increase of 69 from last quarter. There were 542 conferences held for the same period, representing an increase of 16 from the previous quarter. Seven Family Responsibility Agreements (FRAs) were entered into, 29 orders were made to attend community support services and 42 Conditional Income Management (CIM) orders were issued. When compared to last quarter, this represents a decrease of 5 FRA's, a decrease of 9 orders to attend community support services and a decrease of 11 CIM orders.

Voluntary Income Management (VIM) agreements increased by seven from last quarter. VIM agreements are requested in order to assist with budgeting and to ensure funds remain available for purchases. The Commission considers an increase in VIM numbers to be indicative of community members resuming responsibility for their lives.

The Commission case-managed 139 clients during the quarter, making 34 referrals relating to 31 clients. Further activity during the quarter consisted of 20 Applications to Amend or End Agreements or Orders (an increase of 7 from the previous quarter). No Show Cause conferences were held during quarter 31 (the same as the last quarter).

In January of this quarter the Commission released its Domestic Violence and the Workplace Policy in order to foster a workplace culture where employees model public service values and behave in a way that promotes a work environment free from violence. This policy clearly outlines the Commission's workplace commitment to supporting employees affected by domestic and family violence, provides a definition of what domestic and family violence is, details leave entitlements and flexible work arrangements and what support options are available to employees. In line with the Commission Chief Executive Directive 4/15 – Support for employees affected by domestic and family violence - all employees have completed the online awareness raising program, *Recognise, Respond, Refer: Domestic Violence and the Workplace*.

The first notices for domestic violence orders (DVOs) were received on 23 February from the Department of Justice and Attorney-General and uploaded to the database with a new upload tool created specifically for DVOs. The Commission's database has also been modified by our Database Administrator to capture domestic violence breaches (DVBs) separately from other Magistrate and District Court notices. The Commission commenced reporting to DATSIP on the triggers from January 2016. Monthly reports include which Courts are providing domestic violence (DV) notices (breaches and orders), the number of conferences held in relation to DV notices per community, outcome actions taken in relation to conferences for DVO and DVB notices, the number of referrals made in relation to these conferences and what circumstances affect the statistical data and outcomes.

Following the launch of the CRM database upgrade project on 27 July 2015, the system was implemented into production on 22 January 2016. During this quarter the database was additionally enhanced to provide a family profile in relation to income management clients and electronic forms were streamlined to increase efficiencies in remote locations.

A recruitment process for the position of Registrar was commenced last quarter with the successful appointment of Maxine McLeod on 22 January 2016. The role of Registrar includes the development and implementation of appropriate strategies to support the strategic capability of the Commission, introducing and implementing reforms within the area and overseeing operations of the registry, including managing and coordinating resource and activity planning, resource acquisition, accountability, professional development and the provision of responsive and efficient corporate and ICT services.

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Abbreviations

CIM	Conditional Income Management
DATSIP	Department of Aboriginal, Torres Strait Islander Partnerships
DET	Department of Education and Training
FRA	Family Responsibilities Agreement
FRC	Family Responsibilities Commission
VIM	Voluntary Income Management

Also:

Family Responsibilities Commission (the Commission)
Family Responsibilities Commission Act 2008 (the Act)
Family Responsibilities Commission Registry (the Registry)
Family Responsibilities Board (the Board)

Family Responsibilities Commission Welfare Reforms

Report to 31 March 2016.

1. Activities and Trends

Notices

In quarter 31 the Commission received **1,422 agency notices**¹. Some individuals may have been the subject of more than one agency notice. Of that figure 1017 notices (72 percent) were within the Commission's jurisdiction and 405 notices (28 percent) were outside the Commission's jurisdiction.

Within jurisdiction notices comprised of:

4	District Court notices
29	Childrens Court notices
322	Magistrates Court notices
22	Domestic Violence Breach notices
30	Domestic Violence Order notices
544	School Attendance notices
4	School Enrolment notices
43	Child Safety and Welfare notices
19	Housing Tenancy notices

Of the 405 notices not within the Commission's jurisdiction, there were 0 District Court notices, 3 Childrens Court notices, 247 Magistrates Court notices, 12 Domestic Violence Breach notices, 21 Domestic Violence Order notices, 112 School Attendance notices, 0 School Enrolment notices, 4 Child Safety and Welfare notices and 6 Housing Tenancy notices.

Details of notices within jurisdiction for each community are set out below:

- **Aurukun's 479 notices constitute 47.10 percent** of the total notices in jurisdiction across the welfare reform communities:

4	District Court notices
28	Childrens Court notices
208	Magistrates Court notices
7	Domestic Violence Breach notices
13	Domestic Violence Order notices
211	School Attendance notices
0	School Enrolment notices
5	Child Safety and Welfare notices
3	Housing Tenancy notices

Two Childrens Court notices, 99 Magistrates Court notices, 6 Domestic Violence Breach notices, 1 Domestic Violence Order notice, 8 School Attendance notices and 3 Housing Tenancy notices were processed as not within jurisdiction.

¹ 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.

- **Coen's 56** notices constitute **5.51 percent** of the total notices in jurisdiction:

0	District Court notices
0	Childrens Court notices
29	Magistrates Court notices
6	Domestic Violence Breach notices
4	Domestic Violence Order notices
9	School Attendance notices
1	School Enrolment notice
5	Child Safety and Welfare notices
2	Housing Tenancy notices

Seven Magistrates Court notices and 1 Housing Tenancy notice were processed as not within jurisdiction.

- **Doomadgee's 211** notices constitute **20.75 percent** of the total notices in jurisdiction:

207	School Attendance notices
0	School Enrolment notices
4	Child Safety and Welfare notices

Ninety-six School Attendance notices and 4 Child Safety and Welfare notices were processed as not within jurisdiction.

- **Hope Vale's 226** notices constitute **22.22 percent** of the total notices in jurisdiction:

0	District Court notices
1	Childrens Court notice
65	Magistrates Court notices
8	Domestic Violence Breach notices
7	Domestic Violence Order notices
106	School Attendance notices
3	School Enrolment notices
26	Child Safety and Welfare notices
10	Housing Tenancy notices

One Childrens Court notice, 52 Magistrates Court notices, 3 Domestic Violence Breach notices, 4 Domestic Violence Order notices, 8 School Attendance notices and 2 Housing Tenancy notices were processed as not within jurisdiction.

- **Mossman Gorge's 45** notices constitute **4.42 percent** of the total notices in jurisdiction:

0	District Court notices
0	Childrens Court notices
20	Magistrates Court notices
1	Domestic Violence Breach notice
6	Domestic Violence Order notices
11	School Attendance notices
0	School Enrolment notices
3	Child Safety and Welfare notices

4 Housing Tenancy notices

Eighty-nine Magistrates Court notices, 3 Domestic Violence Breach notices and 16 Domestic Violence Order notices were processed as not within jurisdiction.

Since its commencement the Commission has received 24,323 agency notices within its jurisdiction. Total notices increased from 1,339 in quarter 30 to 1,422 in quarter 31. Of those notices in jurisdiction, Childrens Court, Magistrates Court, Domestic Violence Breach, Domestic Violence Order and Housing Tenancy notices increased, whilst District Court, School Attendance, School Enrolment and Child Safety and Welfare notices decreased.

District Court notices decreased this quarter to 4 from 16 received in the previous quarter. Aurukun and Coen decreased by 8 and 4 notices respectively, with Hope Vale and Mossman Gorge remaining unchanged with zero notices received for the quarter. The Commission does not receive District Court notices for Doomadgee.

Childrens Court notices increased from 3 in quarter 30 to 29 in quarter 31. Aurukun increased by 25 notices and Hope Vale increased by 1 notice. The Commission is yet to receive any Childrens Court notices for Coen and Mossman Gorge. The Commission does not receive Childrens Court notices for Doomadgee.

Magistrates Court notices increased this quarter to 322 from 244 received in the previous quarter. Aurukun, Coen and Mossman Gorge increased by 61, 16 and 7 notices respectively, whilst Hope Vale decreased by 6 notices. The Commission does not receive Magistrates Court notices for Doomadgee.

With amendments to the FRC Act receiving royal assent at the end of 2015, the Commission received 22 Domestic Violence Breach notices for the first time this quarter. The Commission received 7 notices for Aurukun, 6 notices for Coen, 8 notices for Hope Vale and 1 notice for Mossman Gorge. The Commission does not receive Domestic Violence Breach notices for Doomadgee.

As a result of the amendments to the FRC Act stated above, the Commission also received 30 Domestic Violence Order notices for the first time this quarter. The Commission received 13 notices for Aurukun, 4 notices for Coen, 7 notices for Hope Vale and 6 notices for Mossman Gorge. The Commission does not receive Domestic Violence Order notices for Doomadgee.

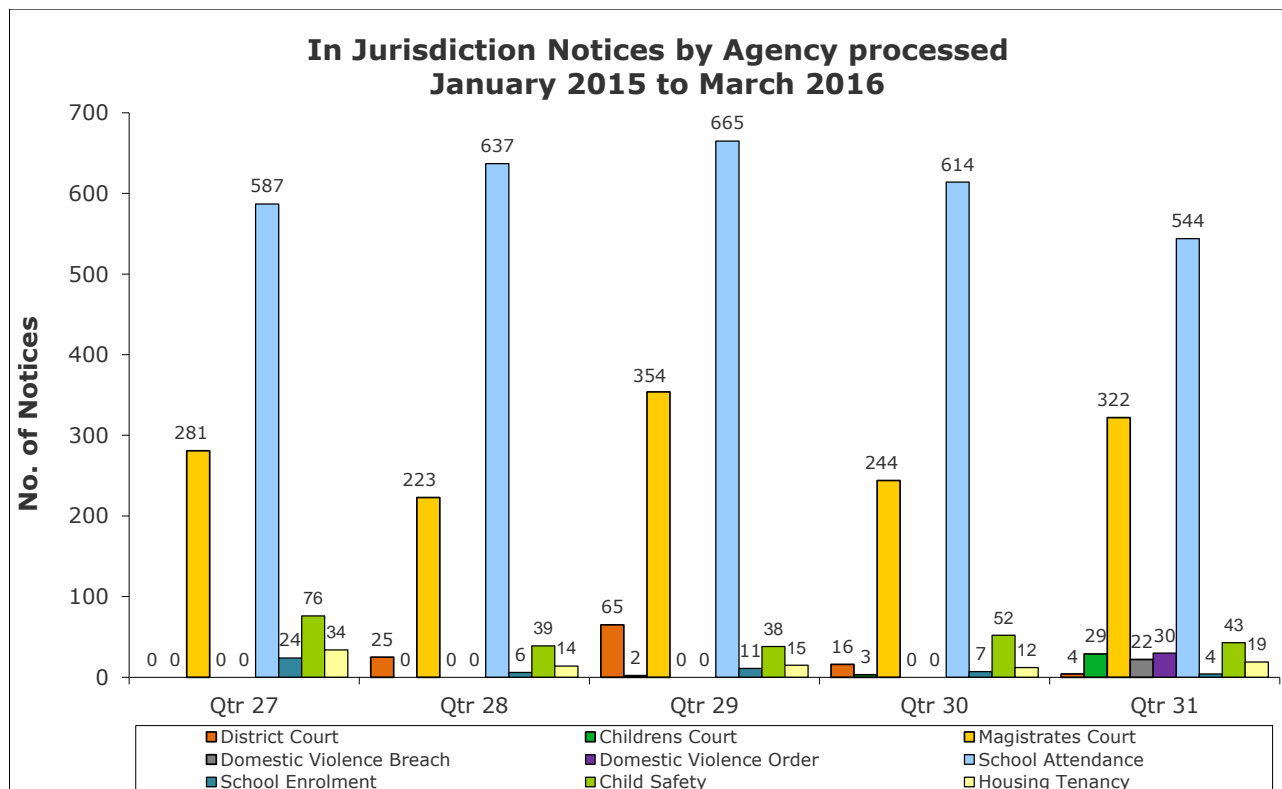
School Attendance notices decreased from 614 in quarter 30 to 544 in quarter 31. All five communities experienced a decrease in notices this quarter. Aurukun, Coen, Doomadgee, Hope Vale and Mossman Gorge decreased by 30 notices, 5 notices, 6 notices, 27 notices and 2 notices respectively.

School Enrolment notices decreased from 7 in quarter 30 to 4 in quarter 31. Aurukun decreased by 7 notices, Coen and Hope Vale increased by 1 notice and 3 notices respectively, whilst Doomadgee and Mossman Gorge remained unchanged with zero school enrolment notices received for the quarter.

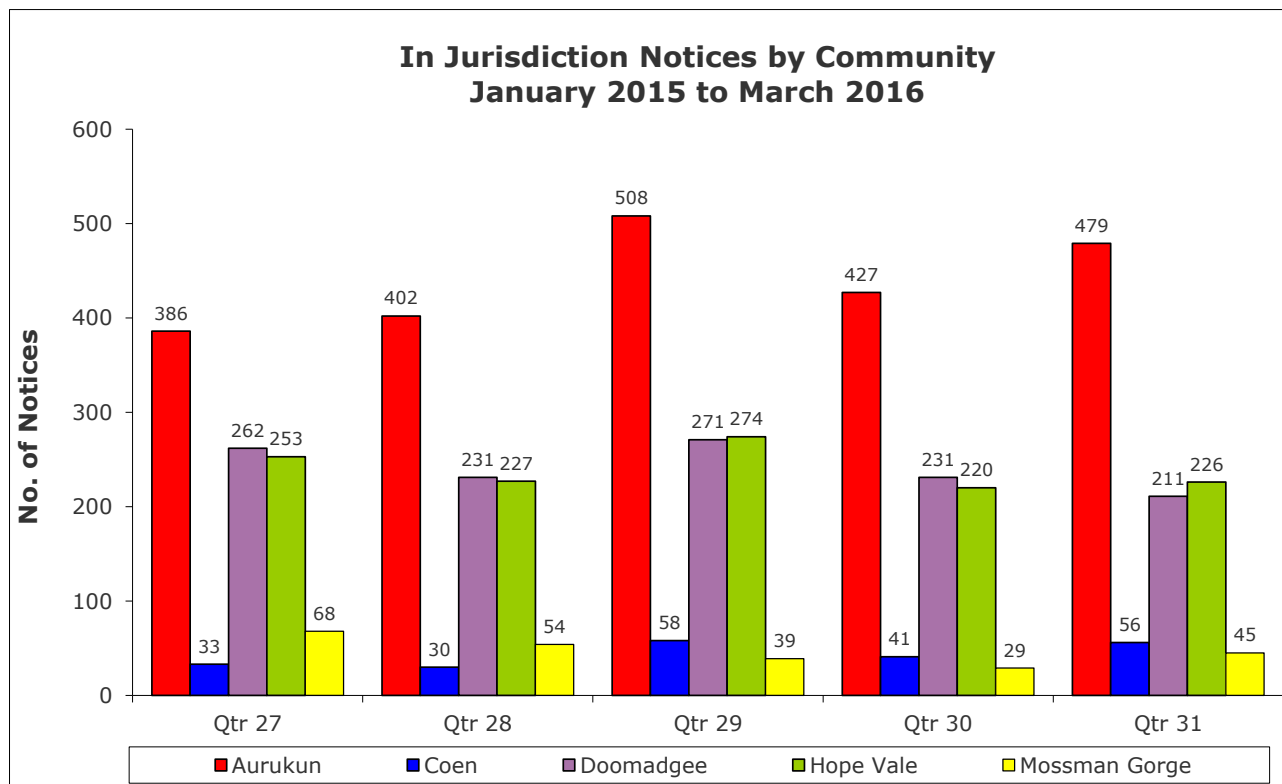
Child Safety and Welfare notices decreased from 52 in quarter 30 to 43 in quarter 31. Coen increased by 3 notices, Hope Vale increased by 12 notices and Mossman Gorge increased by 2 notices, whilst Aurukun decreased by 12 notices and Doomadgee decreased by 14 notices.

Housing Tenancy notices increased to 19 from 12 received in the previous quarter. Aurukun, Hope Vale and Mossman Gorge increased by 3 notices, 8 notices and 2 notices respectively, whilst Coen decreased by 6 notices. The Commission does not receive Housing Tenancy notices for Doomadgee.

The Commission receives school attendance data from the Department of Education and Training (DET). This data is published on the Commission’s web page at <http://www.frcq.org.au> when available.

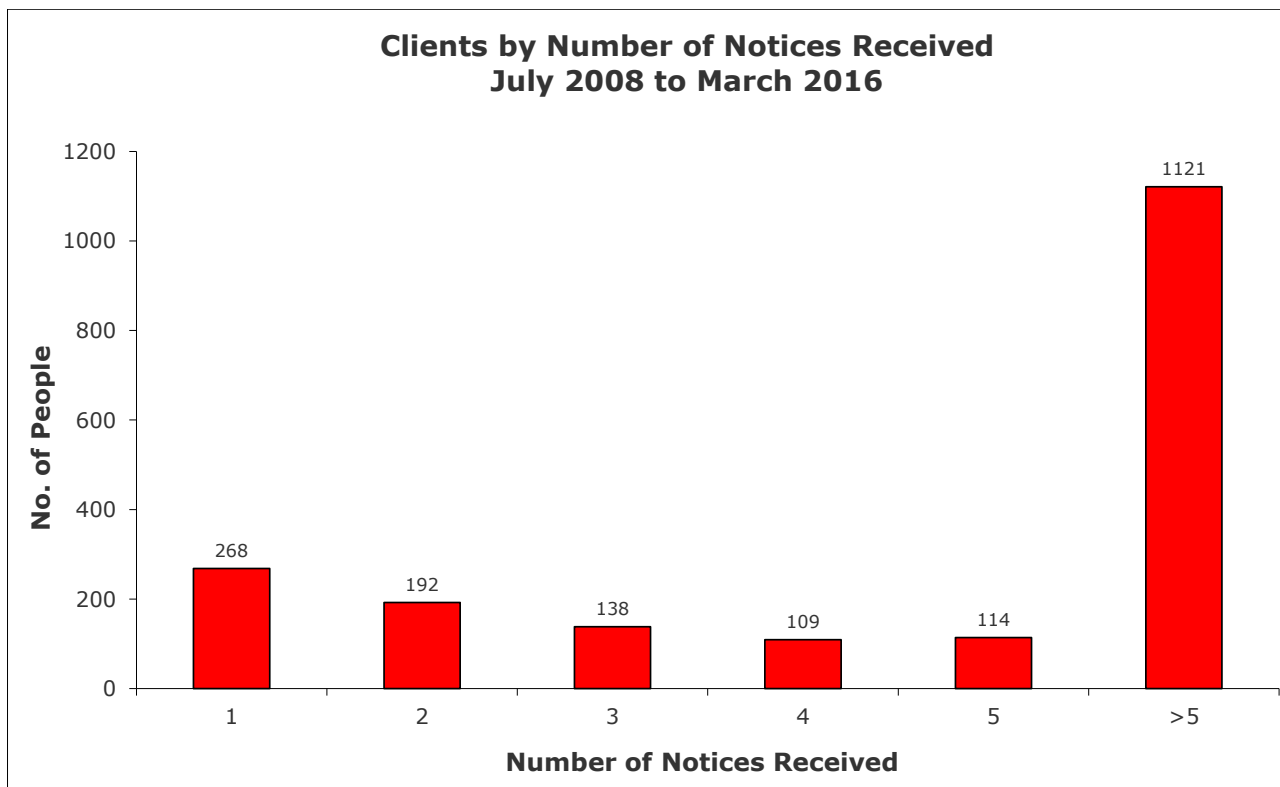


Graph 1: In jurisdiction notices by type and quarter 1 January 2015 to 31 March 2016.



Graph 2: In jurisdiction notices by community and quarter 1 January 2015 to 31 March 2016.

Since commencement in July 2008, 86.2 percent of clients have received more than one notice with 57.7 percent of clients receiving more than five notices. Frequently this illustrates multiple child school absences for the one family or multiple Magistrates Court notices relating to one incident. Conversely, 13.8 percent of clients have received only one notice.



Graph 3: FRC clients by number of notices 1 July 2008 to 31 March 2016.

(Note: Counting rules stipulate that where multiple charges are received each charge is counted as an individual notice or each child’s absence is counted as one notice – i.e. if three children from the one family were absent, that was counted as three notices).

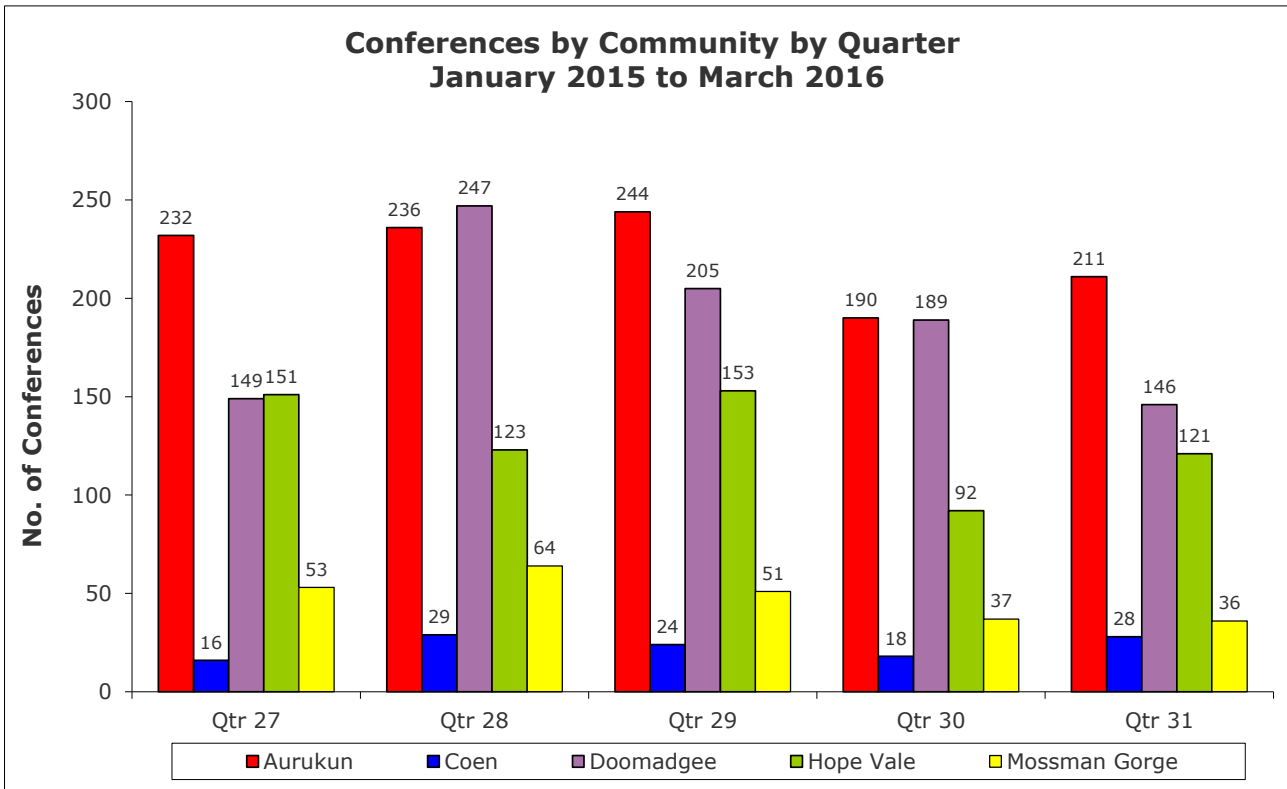
Conferences

Five hundred and forty-two conferences² were held across the five communities in quarter 31 resulting in 7 FRA’s being entered into, 29 orders made to attend community support services and 42 CIM orders. Other outcomes as a result of conferencing during the quarter were decisions for no further action, rescheduling and scheduling to return for review with compliance. Thirty-six new clients were added to the Commission’s database during the quarter. Details of conferencing activity in each community for quarter 31 are as follows:

- 211 conferences were held in Aurukun
- 28 conferences were held in Coen
- 146 conferences were held in Doomadgee
- 121 conferences were held in Hope Vale
- 36 conferences were held in Mossman Gorge.

Conferences increased from 526 in quarter 30 to 542 in quarter 31.

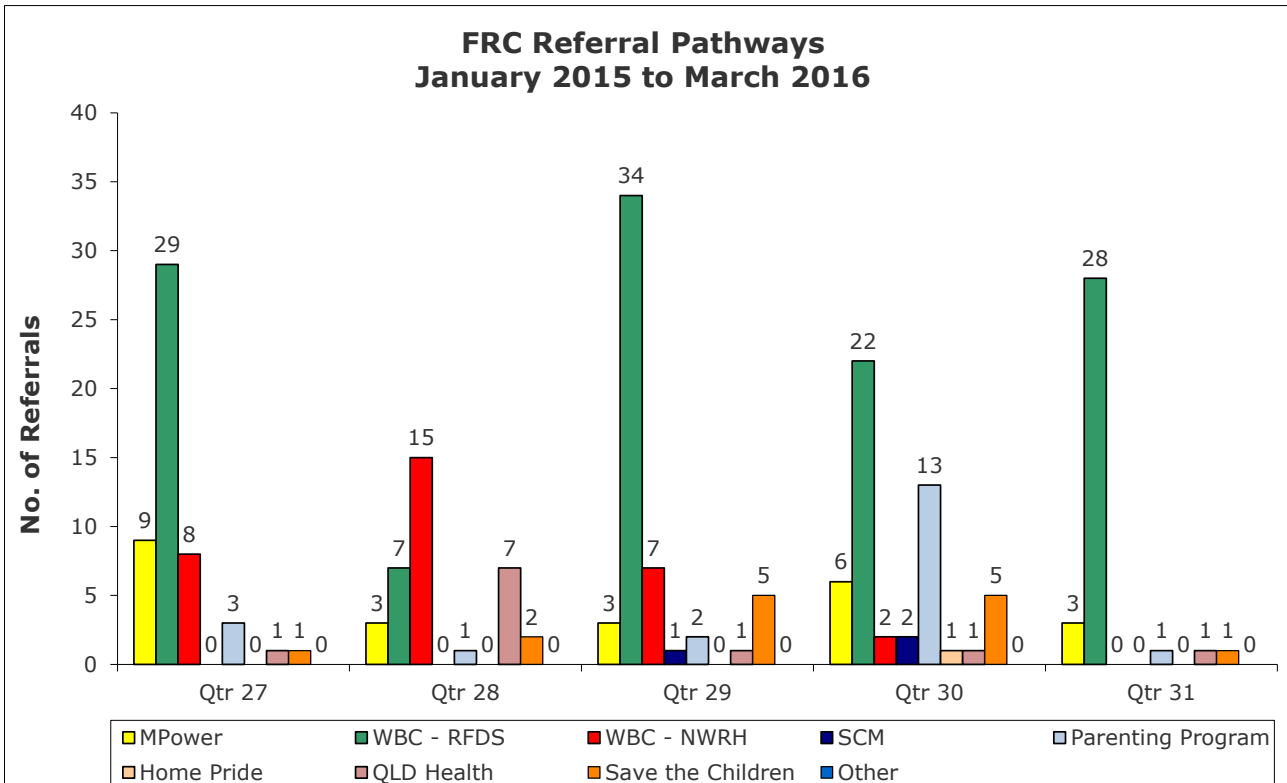
² The number of conferences held relates to the number of conferences listed, which includes where a client was served with a Notice to Attend Conference and subsequently failed to attend.



Graph 4: Conferences by community and quarter 1 January 2015 to 31 March 2016.

Referrals

The number of referrals to service providers decreased from 52 in quarter 30 to 34 in quarter 31, relating to 31 clients. Since commencement the Commission has referred 902 clients to service providers resulting in approximately 46.5 percent of clients on 12 month service referral plans. Referrals in the communities during the quarter were as follows: Aurukun decreased by 12; Coen remained unchanged with 3 referrals; Doomadgee decreased by 6; Hope Vale decreased by 5 and Mossman Gorge increased by 5.



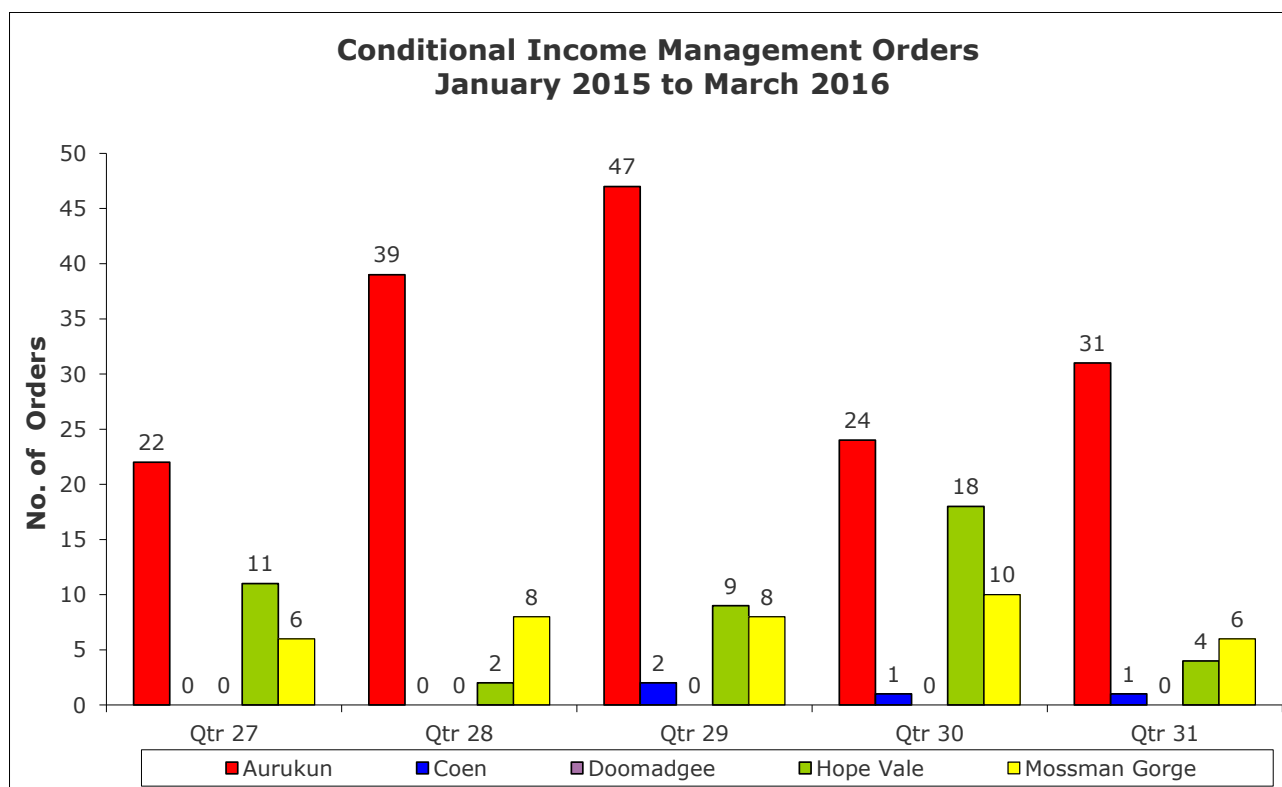
Graph 5: Referral pathways by referral type and quarter 1 January 2015 to 31 March 2016.

Conditional Income Management

Forty-two CIM orders were made in quarter 31, a decrease of 11 from quarter 30. Since the commencement of the Commission 1,769 CIM orders inclusive of original orders, extensions and amendments have been made relating to 705 clients. During the quarter Hope Vale and Mossman Gorge decreased by 14 and 4 CIM orders respectively, whilst Aurukun increased by 7 CIM orders and Coen remained unchanged with 1 CIM order. The Commission at present does not have the ability to income manage clients in Doomadgee.

As at 31 March 2016, 36.3 percent of the Commission's clients have been subject to a CIM order over the past seven and three quarter years. As at 31 March 2016 there were 137 clients subject to a CIM order which equates to 7.06 percent of clients on a CIM order at a point in time. Commissioners continue to negotiate with clients to achieve desirable outcomes or to demonstrate motivation and commitment to make appropriate life choices. Demonstrated positive steps toward taking responsibility provide the Commissioners with sufficient reason to consider revoking CIM orders when requested by the client.

The Commission processed 7 VIM agreements this quarter and since the commencement of the Commission in 2008, 101 clients have requested a VIM agreement. Those clients that request a VIM agreement use income management as a savings and budget tool, often for a specified period and to deter family members from accessing their income.



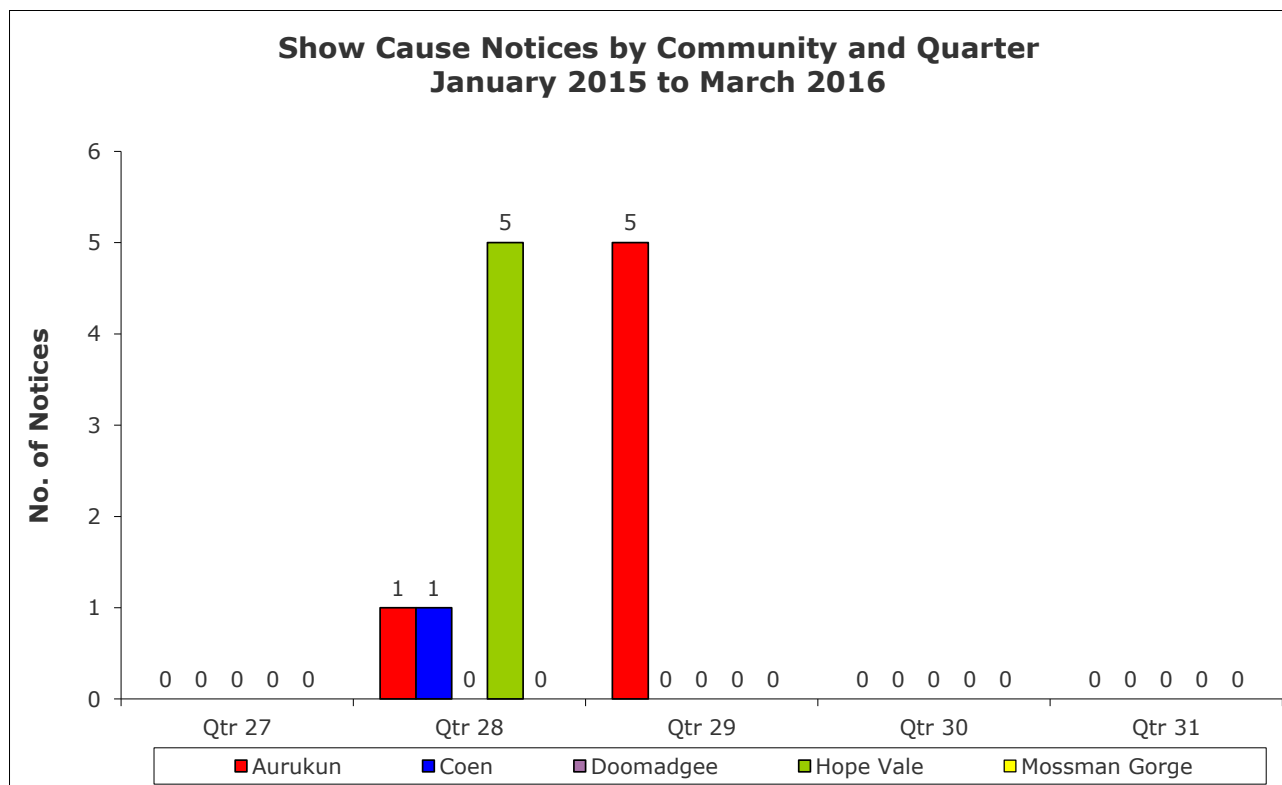
Graph 6: Conditional Income Management orders by community and quarter 1 January 2015 to 31 March 2016.

Case Management

As at 31 March 2016, 139 clients were being case managed, a decrease from 149 in quarter 30. Aurukun, Coen and Hope Vale decreased by 9, 1 and 3 respectively, Doomadgee and Mossman Gorge increased by 1 and 2 respectively.

Show Cause Notices

During quarter 31, and similar to quarter 30, no Show Cause hearings were held.



Graph 7: Show Cause Notices by community and quarter 1 January 2015 to 31 March 2016.

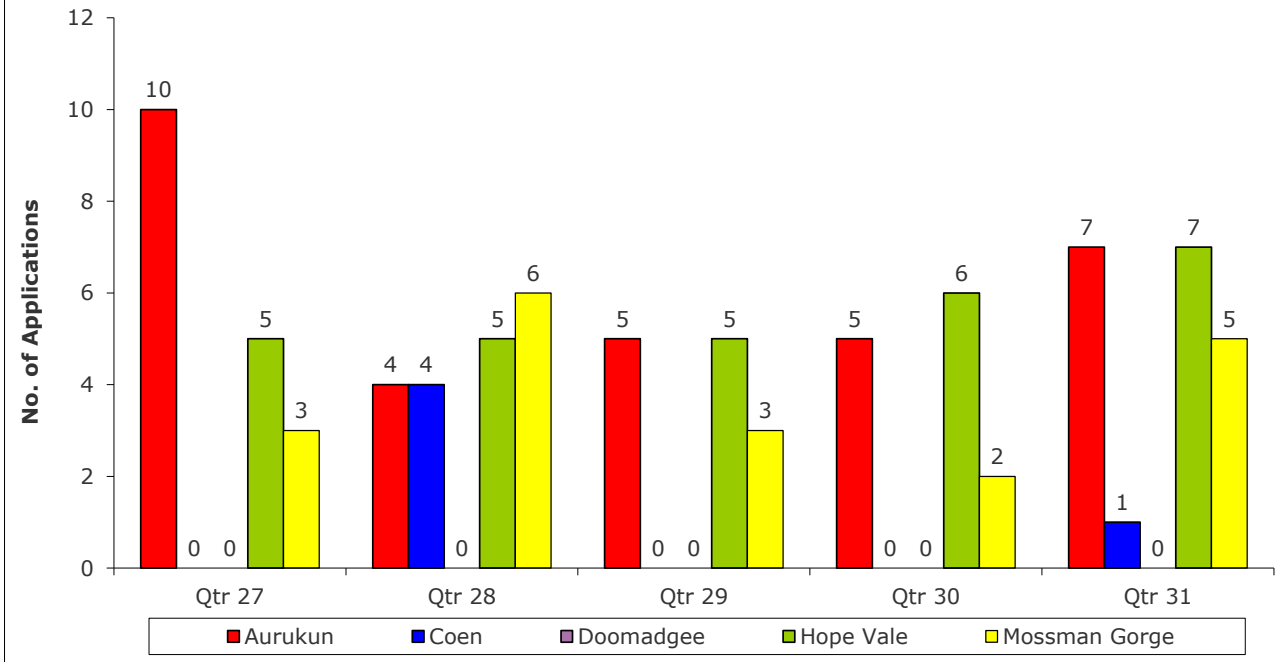
Applications to Amend or End Agreements or Orders

Twenty Applications to Amend or End a Family Responsibilities Agreement or Order were received in quarter 31, an increase of 7 from quarter 30. Outcomes of the 20 applications received are as follows:

- 9 Applications granted and Income Management agreements and orders revoked
- 4 Applications dismissed
- 1 Application rescheduled for next quarter
- 1 CIM order percentage reduced from 75 to 60 percent for the remaining period of the existing order, existing case plan revoked and client placed on a new case plan
- 5 Applications received at the end of the quarter, decision pending

The Commission continues to encourage clients to participate in the Amend or End process. Commissioners report increasing client confidence to question decisions and the reasons behind decisions, both for decisions delivered by the Commission and decisions delivered by external agencies and bodies.

Number of Applications to Amend or End FRA or Order January 2015 to March 2016



Graph 8: Applications to Amend or End FRA or Order by community and quarter 1 January 2015 to 31 March 2016.

2. Future Direction and Challenges

FRC Link

The Commission has long recognised that there exists a percentage of community clients who are effectively disengaged from the FRC process and for whom income management presents little or no deterrent to their antisocial behaviour. Having identified these particular families, the Commission is seeking new holistic strategies to re-engage these clients and facilitate their motivation to change. As a result, a new case coordination framework, FRC Link, has been drafted initially for the communities of Aurukun and Hope Vale. FRC Link will provide clients and families with a different way of engaging with the FRC and give them additional support to access the services they need. One conference day, or part of a conference day, will be used to give clients and their families who have disengaged with the FRC process an opportunity to talk with Local Commissioners in more depth, outside the more formal conference environment. Local Coordinators will provide this service, initially to a small number of families, by facilitating regular meetings with select clients, Local Commissioners and service providers. The outcomes sought are to set clear goals with the involvement of the clients, and to establish actions to achieve those goals which are dependent on the client's efforts. Intensive case coordination represents additional work for Local Coordinators, so the capacity of Local Coordinators to perform this duty as well as normal conference duties will be closely monitored. By establishing a small initial cohort, the Commission will focus on individuals and families who need more support. It is hoped that successful outcomes will generate interest from other families, and will have flow-on benefits such as re-energising Local Commissioners, and improving relationships with service providers. The model will be adapted and scaled up if successful.

Improving service provider engagement

The FRC is partnering with the Griffith Youth Forensic Service (GYFS) Neighbourhoods Project, and the Cape York Partnership (CYP) parenting program with the aim of enhancing service delivery provided by the CYP Parenting Support Services to the welfare reform communities in which they work, with a specific focus on increased engagement and attendance.

GYFS will provide tailored training to Parenting staff on improving engagement practice. Although training will be provided to all Parenting staff, the project will focus on the Aurukun community where GYFS will provide ongoing follow-up and consultation post-training.

Similar training on enhancing engagement strategies will also be provided to the Royal Flying Doctor Service Wellbeing Centre Team Leaders. Again, the project will focus on the Aurukun community and results will be monitored over the next few months, with a view to using learnings from the project across all communities.

Review of reporting framework

The FRC is also undertaking a project to review the existing Monthly Progress Reports, and investigate and determine the most effective reporting framework for the FRC's service system. The aim of this project is to revise or create a reporting framework that:

- improves the timeliness and usefulness of reports as a tool for conferencing;
- enhances the quality of reports to government and the FRC's ability to analyse and evaluate program effectiveness; and
- improves service delivery through increased accountability, more productive dialogue, and assisting professional practice.

Consultation will shortly be occurring with service providers, Cape York Partnership, and State and Australian governments to ensure any proposed reporting framework meets their needs.

3. Financial Operations

Governance

Part 12 of the Act provides for the establishment of the Family Responsibilities Board (the Board).

The Board has a mandate to give advice and make recommendations to the Minister about the operation of the Commission and similarly to give advice and make recommendations to the Commissioner about the performance of the Commission's functions.

The Board must meet at least every six months. The meeting may be held by using any technology available which will allow for efficient and effective communication, however, the Board members must meet in person at least once a year. A quorum for the Board is comprised of two members. The Board's membership consists of:

- Ms Clare O'Connor Director-General, Department of Aboriginal and Torres Strait Islander Partnerships
- Mr Noel Pearson Founder, Cape York Partnership
- Ms Caroline Edwards First Assistant Secretary – Indigenous Affairs, Department of the Prime Minister and Cabinet.

Operational

In meeting obligations under Part 3 of the Act, the Family Responsibilities Commission Registry (the Registry) commenced operations on 1 July 2008 with a central Registry office established in Cairns and local Registry offices operating in each of the five welfare reform communities.

The Registry, managed by the Registrar, provides corporate and operational support to the Commissioner, the Local Commissioners and the Local Coordinators.

Financial

Income:

- Income accrued by the Commission for the period 1 January 2016 to 31 March 2016 totalled \$1,063,438. This income consisted of:
 - \$450,000 Queensland Government funding
 - \$131,500 Queensland Government reimbursement for Doomadgee 2015/16
 - \$450,000 Australian Government funding
 - \$5,151 interest received
 - \$26,787 received in sundry income.

The balance of available funds in the bank as at 31 March 2016 is \$1,390,779.

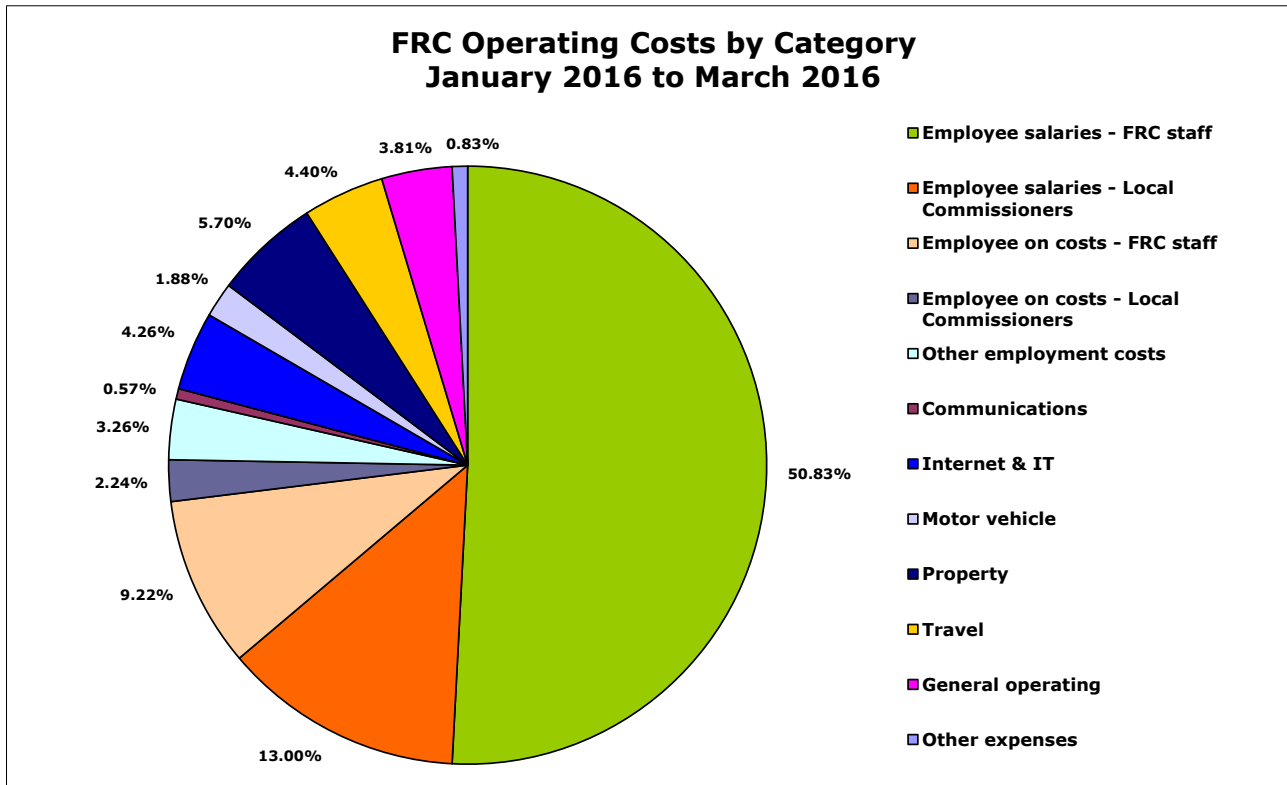
Expenditure:

- Expenditure for the period 1 January 2016 to 31 March 2016 was \$954,709. This total represents 23 percent of the projected annual expenditure of \$4,216,985.

1 January 2016 to 31 March 2016	Expenditure Qtr 31	1 January 2016 to 31 March 2016	Expenditure Qtr 31
Employee salaries – FRC staff	\$485,305	Internet & IT	\$40,641
Employee salaries – Local Commissioners	\$124,081	Motor vehicle	\$17,920
Employee on costs – FRC staff	\$88,033	Property	\$54,452
Employee on costs – Local Commissioners	\$21,408	Travel	\$42,035
Other employment costs	\$31,080	General operating	\$36,336
Communications	\$5,471	Other expenses	\$7,947
		Total	\$954,709

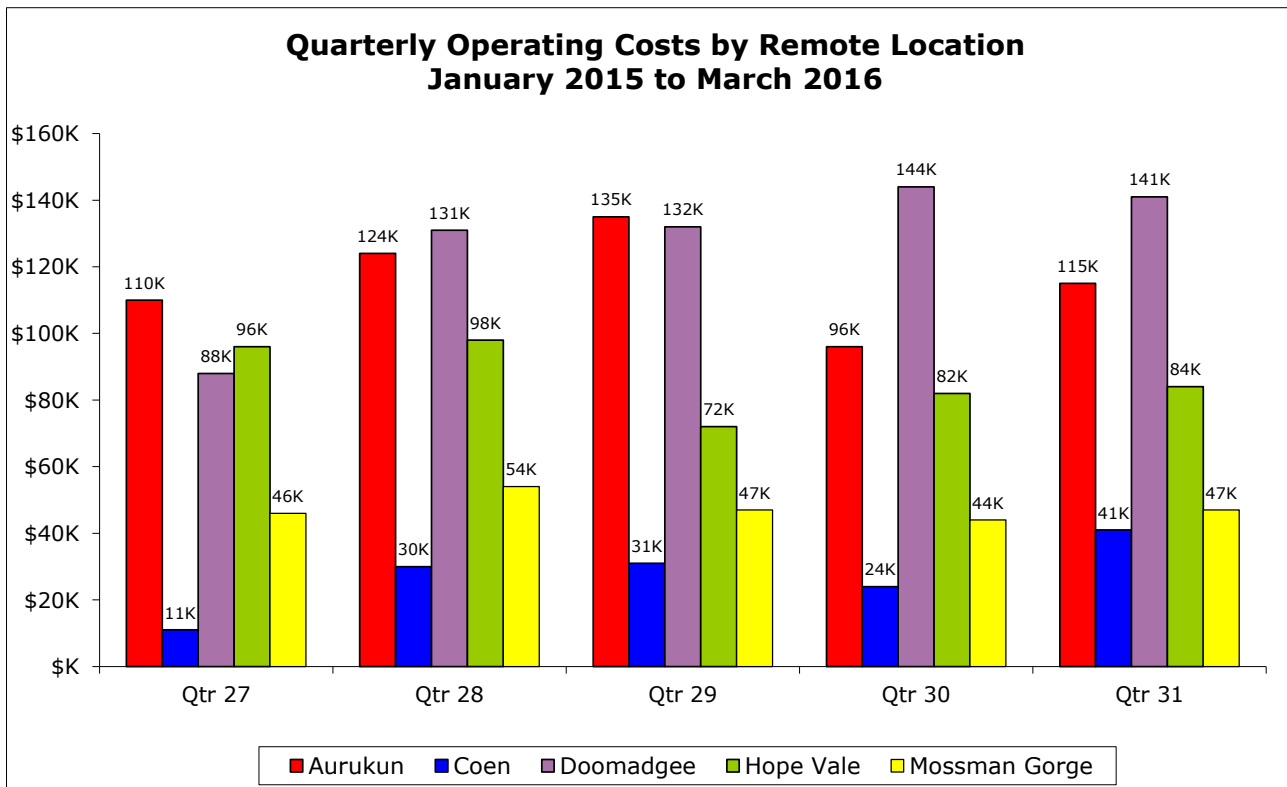
Table 1: Expenditure in quarter 31.

Quarter 31 disbursement of expenditure by category and percentage of total expenditure.



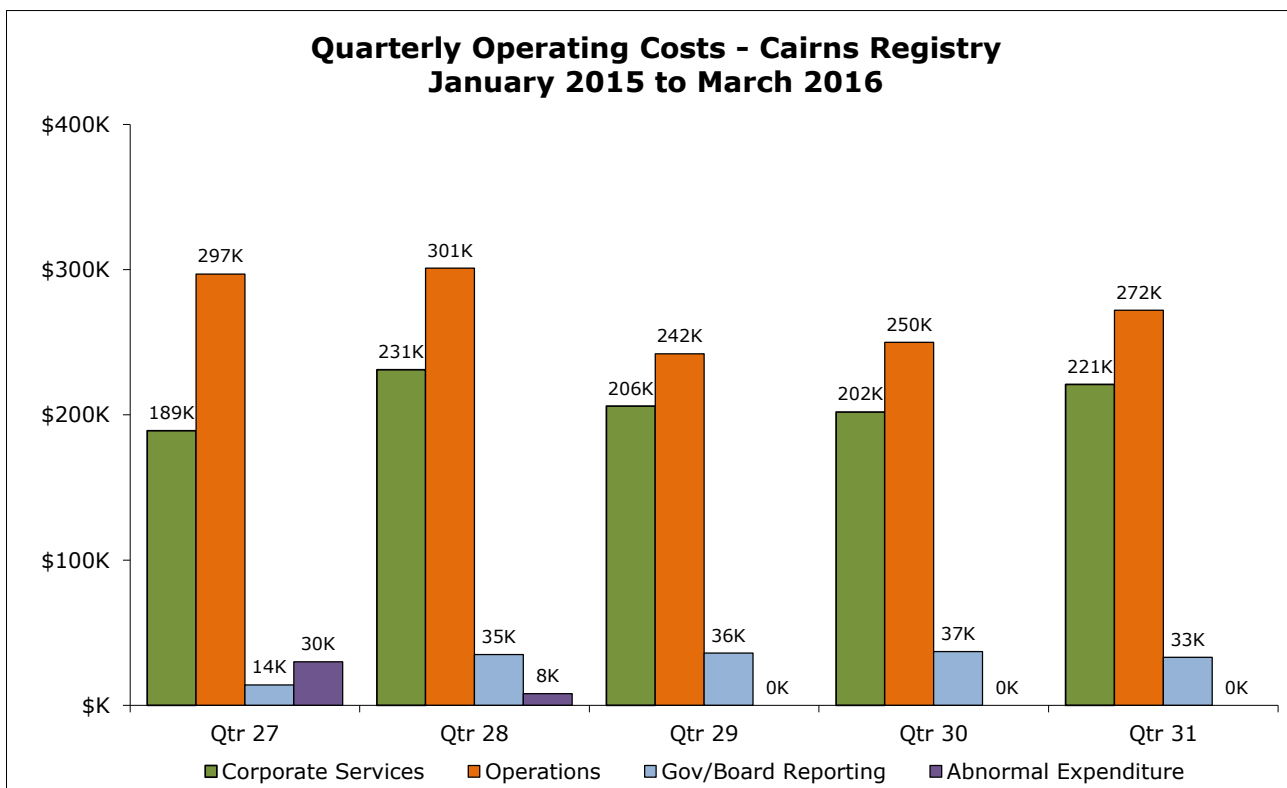
Graph 9: FRC operating costs 1 January 2016 to 31 March 2016

Regional operational expenditure by location and quarter.



Graph 10: Operating costs by remote location 1 January 2015 to 31 March 2016.

Cairns Registry expenditure for quarter 31 compared to the previous five quarters.



Graph 11: Quarterly operating costs Cairns 1 January 2015 to 31 March 2016.

APPENDIX A



**SITTING CALENDAR 2016
FAMILY RESPONSIBILITIES COMMISSION
1 January 2016 to 31 December 2016**



Week Beginning	Monday	Tuesday	Wednesday	Thursday	Friday	Other
4 January						Cooktown Circuit
11 January						Aurukun Cape B & Coen Cape A Circuit
18 January						19 ASC Meeting, 20/21 DSC Meeting Doomadgee - Gulf Circuit
25 January		Public Holiday				26 Australia Day
1 February		2	3	4		Cooktown Circuit
8 February	8	9	10	11		Aurukun Cape B Circuit
15 February		16	17	18		16 ASC Meeting, 17/18 DSC Meeting Doomadgee - Gulf Circuit
22 February	22	23	24			
29 February		1	2	3		
7 March	7	8	9			Cooktown Circuit
14 March		15	16	17		15 ASC Meeting, 16/17 DSC Meeting Local Government Elections 19/3/2015 Aurukun Cape B & Coen Cape A Circuit Doomadgee - Gulf Circuit
21 March	21	22	23		Public Holiday	25 Good Friday
28 March	Public Holiday			31		28 Easter Monday
4 April						Cooktown Circuit
11 April		12	13	14		Aurukun Cape B Circuit
18 April	18	19	20	21		18 ASC Meeting, 20/21 DSC Meeting Doomadgee - Gulf Circuit
25 April	Public Holiday		27	28		25 Anzac Day
2 May	Public Holiday					2 Labour Day Commissioner Development Week Cooktown Circuit

SITTING CALENDAR 2016
FAMILY RESPONSIBILITIES COMMISSION
1 January 2016 to 31 December 2016

Week Beginning	Monday	Tuesday	Wednesday	Thursday	Friday	Other
9 May		10	11	12		Aurukun Cape B & Coen Cape A Circuit
16 May		17 17	18	19 19		17 ASC Meeting, 18/19 DSC Meeting Doomadgee - Gulf Circuit
23 May	23	24	25	26		
30 May		31 31	1	2		Cooktown Circuit
6 June	6	7	8			
13 June		14	15	16 16		15/16 DSC Meeting Aurukun Cape B Circuit
20 June	20	21	22	23		20 ASC Meeting Doomadgee - Gulf Circuit
27 June						
4 July						Cooktown Circuit
11 July	11	12	13			Aurukun Cape B & Coen Cape A Circuit
18 July		19 19	20	21 21	Public Holiday	Estimates 19, 20, 21 and 22 22 Cairns Show Day 19 ASC Meeting, 20/21 DSC Meeting Doomadgee - Gulf Circuit
25 July	25	26	27	28		25 Mossman Show Estimates 26, 27, 28 and 29
1 August		2 2	3		Public Holiday	4 Aurukun Day Cooktown Circuit Doomadgee - Gulf Circuit
8 August	8	9	10			
15 August		16 16	17	18 18		16 ASC Meeting, 17/18 DSC Meeting Aurukun Cape B Circuit Doomadgee - Gulf Circuit
22 August	22	23	24		Public Holiday	26 Doomadgee Day

SITTING CALENDAR 2016
FAMILY RESPONSIBILITIES COMMISSION
1 January 2016 to 31 December 2016

Week Beginning	Monday	Tuesday	Wednesday	Thursday	Friday	Other
29 August		30 30	31			
5 September	5	6	7	8		Cooktown Circuit
12 September		13 13	14	15 15		Aurukun Cape B & Coen Cape A Circuit Doomadgee - Gulf Circuit
19 September						20 ASC Meeting, 21/22 DSC Meeting
26 September						
3 October	Public Holiday		5	6 6		3 Queens Birthday Cooktown Circuit
10 October	10	11	12	13		Aurukun Cape B Circuit Doomadgee - Gulf Circuit
17 October		18 18	19	20 20		19/20 DSC Meeting
24 October	24	25	26			27 ASC Meeting
31 October		1 1	2			Cooktown Circuit
7 November	7	8	9	10		Doomadgee - Gulf Circuit
14 November		15 15	16	17 17		15 ASC Meeting, 16/17 DSC Meeting Aurukun Cape B & Coen Cape A Circuit
21 November	21	22	23	24		
28 November		29 29	30	1		CYAAA schools finish 2/12/2016
5 December						Aurukun Cape B Circuit Doomadgee - Gulf Circuit
12 December						Cooktown Circuit 13 ASC Meeting
19 December						21/22 DSC Meeting
26 December	Public Holiday	Public Holiday				25 Christmas Day, 26 Boxing Day 27, 28, 29, 30 Office closed for Xmas

LEGEND

	Office Days
	Public Holidays
	Aurukun Sitting
	Coen Sitting
	Doomadgee Sittings
	Hope Vale Sitting
	Mossman Gorge Sitting
ASC	Aurukun Shire Council Meeting
DSC	Doomadgee Aboriginal Shire Council Meeting
∅	Cancelled Conference

OFFICE	CONTACT NAME	Phone	Mobile	Facsimile
Cairns – Registrar	Ms Maxine McLeod	4057 3871	0409 461 624	4041 0974
Cairns – Client Manager	Ms Camille Banks	4057 3874	0419 647 948	4041 0974
Cairns – Accountant	Ms Andrea Cotten	4057 3875	0429 495 353	4041 0974
Aurukun Local Coordinator	Ms Dellis Gledhill	4060 6185	0428 985 106	4060 6094
Coen Local Coordinator	Ms Sandi Rye		0417 798 392	4041 0974
Doomadgee Local Coordinator	Mr Bryce Coxall	4745 8111	0418 666 204	4745 8366
Hope Vale Local Coordinator	Ms Samantha Foster	4060 9153	0408 482 026	4060 9137
Mossman Gorge Local Coordinator	Ms Sandi Rye		0417 798 392	4041 0974