

elizabeth evatt  
community legal centre

2017



annual report

# 2017



## Hours of Operation

**Monday – Friday: 9.30am – 4.30pm**  
**4 Station St, Katoomba NSW 2780**

**Legal Advice Line: 4704 0207 or 1300 363 967**

**Tenancy Advice Line: 4704 0201**

**Fax: 02 4782 4384**

**Email: [admin@eeclc.org.au](mailto:admin@eeclc.org.au)**

**[www.eeclc.org.au](http://www.eeclc.org.au)**



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# Acknowledgement of Country

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**The Elizabeth Evatt Community Legal Centre would like to pay our respects and acknowledge the continuing sovereignty of the Darug, Gundungurra and Wiradjuri nations as the original owners of the land on which we work.**

## What we do

The Elizabeth Evatt Community Legal Centre (EECLC) is an independent, not for profit, community legal centre. We are part of a nation wide network of independent community legal centres that work towards achieving a fair and equitable justice system for all. We strive towards a fair society by making a positive difference in the lives of people who are disadvantaged in the Blue Mountains and Central Tablelands communities.

EECLC aims to increase our community's understanding of and access to the legal system by providing:

- free legal information and advice;
- minor assistance and casework;
- community legal education;
- advocacy for tenants; and
- law reform activities.

We share a commitment to social justice; we respect diversity and we value the strengths and abilities of our community.

# Who we are

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EECLC

## EECLC Board

EECLC is run by a volunteer Board who give generously of their time and talents. Board members at the end of the 2016 - 2017 were:

<b>President:</b>	Sarah Shrubbs
<b>Treasurer:</b>	Hilary Kincaid
<b>Secretary:</b>	Cecilia Vagg
<b>Ordinary members:</b>	Neal Blewett, Christine Wren, Felicity Martin

## Our Funders

Commonwealth Attorney-General's Department and NSW Government through the Community Legal services Program managed by Legal Aid NSW

Cooperative Legal Services Delivery Unit at Legal Aid NSW

NSW Fair Trading for the Blue Mountains Tenants Advice and Advocacy Service

We would also like to thank Blue Mountains City Council for their ongoing support of EECLC by providing us with rent-free office accommodation.

## EECLC Staff

**Managing Principal Solicitor:** Arlia Fleming

**Solicitors:** Julie Howes, Kathy Keat, Mark Jongebloed, Rebecca Frost (left May 2017), Samantha Harvey (left March 2017) & Chris Joyce (left Dec 2016)

**Tenant Advocates:** Jo Hibbert, Ben Connor

**Operations Officer:** Tina Napier

**Intake and admin:** Marilyn Kraus, Martin Roberts & Kit O'Meara

**Finance Officer:** Lynne Pritchard (left January 2017)

# President's Report



I would like to begin by thanking the Managing Principal Solicitor, Arlia Fleming. It has been a privilege and a pleasure to work with her. Arlia continues to bring energy and thoughtfulness, and a capacity to manage both detail and the big picture: she focuses on the staff – as individuals and as a team – and the community the Centre serves and the sector as a whole.

As in other years, there have been a number of staff changes this year. Chris Joyce, Samantha Harvey and Marilyn Kraus have left us, and Rebecca Frost, who stepped in part-time for some months in the first half of the year left – to have her baby.

Kathy Keat now has a permanent position, and Julie Howes is now permanent full time. We have also welcomed Mark Jongebloed and Amy Griffiths. Both are in part-time contract positions, Mark in Katoomba and Amy at Bathurst. Both are proving to be great additions to the Centre.

Our legal team continues to work with admirable, and sustained, care and diligence. It is no surprise that they command respect and trust in our community. We are very lucky to have them.

And Martin Roberts has now been with us for a whole year. He has been invaluable in intake and administration – he is steady and focused, and always a voice of calm. His work is difficult and often complex, and he does it well and quietly, without fanfare.

Tina Napier, our Operations Officer, continues to be a major part of the backbone of the Centre. She is thorough and thoughtful, and enormously persistent and patient (don't ask her about her dealings with phone companies and NBN, though!), and makes sure that all compliance and acquittal requirements are met on time and satisfactorily. Having Tina there gives the Board great confidence that this side of the Centre's operations is in hand. This is a luxury that not all Boards have, and we do not take it for granted.

Jo Hibbert and Ben Connor, who together are our tenancy team, continue their excellent work. Of course there is still enough work for more than a fulltime position, but Jo and Ben do as much as anyone could with what they have.

The Centre has made some significant changes this year. We are focusing more on the western part of our area, hence the part-time position that Amy is filling in Bathurst. We have also made changes to the way we provide services. It is now being done by solicitors, on a roster basis. Our primary aim is to reduce doubling up for clients – in the past they have sometimes had to tell their stories several times before reaching a solicitor. This change has also affected the administration part of the Centre's work. Martin is now coordinating the Centre's volunteers as well as doing admin work. We have been lucky in continuing to have a steady flow of volunteers and PLT students.



## Treasurer's Report

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We have also changed our bookkeeping system, and are now part of the CLCNSW Financial Services Project. While there have been teething problems, as the system was very new when we joined it, there are already some clear positives.

And to top all this off, we have a new database system. It too has had teething problems, and is not in fact even complete yet. It is of course a nation-wide system, so we had no choice about it, and it requires different things to be recorded, and in different ways, so it is a major shift, but once it is all working well, the CLC sector will have better quality, and more useful, data.

I noted last year the camaraderie the staff have built up, and I would like to acknowledge it again: the Centre is a small workplace dealing with high-stress situations all the time, and good relationships among the staff are vital to managing that.

Our connections to the west continue. We already work in Bathurst, Orange and Lithgow, and we are in conversation with a number of other agencies in those towns, so these connections are likely to grow.

Finally, I would like to thank our new Board members: Hilary Kincaid, Celia Vagg, Felicity Martin, Neal Blewett and Christine Wren. They have brought attention, thoughtfulness and enthusiasm to their work.

I am proud of the way EECLC has operated this year, and have great confidence – and pride – in those who work and volunteer here. Every member of the staff, and every volunteer, works hard, and with care and kindness. Each one demonstrates their commitment to clients, colleagues, the community as a whole, and the ethos of EECLC, every day.

**Sarah Shrubbs**  
President

EECLC continued to chart a steady financial course in 2016-2017, amidst the continuing concern of the looming Commonwealth cuts. We were fortunate to receive a one off Commonwealth grant of \$41,669 this year to fund our Bathurst office and purchase a work vehicle. These initiatives will enhance our bottom line by reducing travelling costs across our catchment.

The EECLC Board continues to keep a tight rein on overheads and the streamlining of back office functions, in order to maximise direct service provisions. As mentioned earlier in this report, the transition to phone advice lines at the end of this financial year will enable us to work more efficiently with the small amount of funds that we receive.

EECLC is also starting to move into fundraising activities to help support our services. We have now obtained a charitable fundraising authority and launched a campaign on online platform Give Now. While the gains so far have been small, we are encouraged by the progress. We hope to do more in this area next year.

Sadly, our bookkeeper Lynne Pritchard resigned in January to pursue other opportunities. The Financial Service Project, capably led by Julie Robson as an initiative of our peak body CLCNSW, stepped into assist us with bookkeeping services from this time. While the transition has been challenging at times, we are now appreciating the benefits of transitioning to a more paperless model and the shift from MYOB to Xero. A final note of thanks must be paid to auditor Bill Tomiczek and his team for their assistance this year.

It remains the case that all accounts can be paid on time and funds are sufficiently allocated.

**Hilary Kincaid**  
Treasurer

# Managing Principal Solicitor's Report



*Arlia Fleming*

Wow it has been a huge year. The centre has gone through lots of changes and faced a lot of funding uncertainty. Most significantly we played a large role in convincing the Federal Government to reverse the funding cliff in the National Partnership Agreement. This however happened at such a late stage, we had already started to plan to accommodate the cuts. Thanks go to Andrew Gee, MP for Calare, who raised the issue of the funding cliff with the Federal Attorney, George Brandis and with the Prime Minister, Malcolm Turnbull. Thanks also to the Blue Mountains State and Federal Members, Trish Doyle and Susan Templeman and their staff, who continued this year to be great supporters of EECLC.

Thankfully the NSW Attorney General, Mark Speakman also guaranteed that no CLC would be worse off in 2017-2018, and this allowed us to complete our budget for 2017-2018, offer staff some certainty about their employment and continue to serve our communities.

Despite the uncertainty, EECLC has significantly expanded our outreach activities. The existing outreaches at Lithgow Information Neighbourhood Centre, Bathurst Information Neighbourhood Centre, Lithgow Community Projects and Bathurst Family Relationships Centre have all increased, and we have also established a branch office at Lithgow Community Projects 2 days per week.

An administrative efficiencies grant to establish a branch office at Bathurst and purchase a work vehicle has also

helped reduce the costs of outreach across our broad catchment area, while enhancing our connections and promoting our presence. As the only free legal service located between Penrith and Orange, our outreaches mean that we are available to meet clients in the towns where they live, which makes it easier for people to access our services.

Funding, however, continues to remain uncertain. EECLC is only guaranteed our current level of funding until June 2018.

This year we have pursued a partnership with Charles Sturt University, which is likely to commence in 2018.

In March this year EECLC transitioned from the ageing CLSIS database to the new cloud based CLASS system. While the reporting and document storage functions are still being refined, CLASS has provided us with opportunities to re-think the way we provide our services. Combined with EECLC's transition to the NBN this year, our staff are better equipped than ever to provide legal services at outreach locations.

CLASS incorporates new data standards established under the National Partnership Agreement. While this is an opportunity to more accurately reflect the work that we do it also means that our data cannot readily be compared with past years.

In June 2017, EECLC commenced transitioning to a new phone line advice system to replace our current system of booking appointments for our Katoomba office. This means people can call on set days and times to speak directly to a solicitor or their assistant to obtain advice, without passing through reception. This was developed in response to client feedback and made possible by tapping into the NBN to allow for a greater number of phone lines to the service. It has also provided us with the opportunity to more quickly prioritise the urgent legal matters and crisis situations, which remains critical as we continue to stretch our limited funds across a broad catchment. As always, we continue to welcome warm referrals from local services with particularly vulnerable clients, and provide face to face advice as needed.

This move has resulted in the redundancy of the intake and admin assistant position, which Marilyn Kraus has filled since 2011, after joining EECLC as a volunteer in 2009.

EECLC introduced a part time volunteer coordination position to facilitate the management of increasing numbers of volunteer law students and Practical Legal Training placements at our centre.



It has been my pleasure to work with the team at EECLC over the last year. Every staff member achieves such fantastic results for our clients, often in difficult circumstances. I hope that we will be able to continue this great work for many years into the future. In particular I would like to thank Tina Napier, not only for her support and pragmatic approach, but for agreeing to share an office with me!

I would also like to thank the Board for their support, in particular Sarah Shrubbs, who is always available when needed.

Thanks also goes to the staff at within the CLC program at Legal Aid, Bronwyn and Sean, who both provided valuable assistance over the year.

Given the challenges over the last year, I would also like to thank CLCNSW, in particular Polly, Mark, Laurel and Holly who have guided the sector through this difficult time, providing so much support to centres and being fantastic advocates for CLCs in general.

**Arlia Fleming**  
Managing Principal Solicitor



*L to R are Helen Campbell (Womens Legal Service), Arlia Fleming and Truda Gray (Illawarra Community CLC) in Canberra lobbying politicians*

# Legal Services Report

## Legal information and referral

Intake is usually the first point of contact with EECLC for many clients. Some callers require access to information about how the legal system works and consideration of the rights of people involved in a dispute. Other callers need advice tailored to their personal situation about their particular legal options. In the latter situation, callers may receive advice from EECLC solicitors, or referred to other free legal services, private solicitors and pro bono partners. Some clients also need referrals to local community agencies to address related issues in their lives.

Callers who are referred for assistance to other services at intake stage are logged as information and referral activities. In 2016 – 2017, we provided 1,961 instances of information and referrals to other legal services and community or government agencies.



Julie and staff from Relationships Australia at Bathurst

## Legal Advice and Representation Services

EECLC significantly increased our legal advice and representation services this year when compared to previous years. EECLC provided:

- an estimated 1,035 advices, up from 753 advice in 2015-2016,
- 48 instances of legal tasks, and
- 134 representation services, up from 87 in 2015-2016.

Legal tasks include one off assistance such as writing a letter of demand on behalf of a client. Representation services range from providing representation at local courts, making applications on behalf of clients, negotiating in mediations.

## Outreaches

We continued to provide legal assistance from our office in Katoomba as well as increasing our reach into the Central Tablelands through new and expanded outreach locations.

EECLC current outreaches by the end of June:

- Weekly advice at Lithgow Information and Neighbourhood Centre (LINC);
- Weekly advice at Lithgow Community Projects (LCP);
- Weekly advice at the Family Relationship Centre (FRC) in Bathurst;
- Fortnightly advice clinic at the weekly Bathurst Information and Neighbourhood Centre (BINC) legal advice, in partnership with Legal Aid NSW;
- Weekly advice at the Apprehended Violence Orders (AVO) list days at Lithgow, Katoomba and Bathurst courts in partnership with the Blue Mountains Women's Domestic Violence Court Advocacy Service (WDVCAS); and
- Monthly Advice at the Orange Aboriginal Medical Service.

Our outreach to the Wambigi service of Bathurst Centacare closed this year when Centacare changed its focus from a drop in model to a home based mentoring program.

At the time of writing this report, our Bathurst office has newly opened. Another initiative, our evening legal service with volunteer lawyers in Katoomba, is about to commence.

We would like to extend our thanks to the following people for their support of our outreach clinics and mutual clients this year:

- Leona Bishop and team from the Bathurst Family Relationship Centre;
- Jenny Hawken and Kim Scanlon from LINC;
- Monique Van Toor, Jenny Griffin and Jean Fell from The Neighbourhood Centre, Bathurst;
- Anita Cox, Maree, Lisa and Brownwyn, Blue Mountains WDVCS;
- Dee Kinney and staff, Lithgow Community Projects.
- Amanda Kelly, Michael Halls and Jamie Newman and staff from Orange Aboriginal Medical Service
- Rosa del Ponte and volunteers from Earth Recovery Australia
- Kris Newton, Mountains Community Resource Network
- Sarala and Jenny, BM Women's Health and Resource Centre
- Kath, Felicity, Marlene and Josie, Katoomba Neighbourhood Centre
- Angelique, Jamie and Sophie, Thrive services
- Jamie Murray, BM Council and now Mountains Youth Service Team
- Sonia Cox, Lithgow Community Health
- Steven Ainsworth, Lithgow Community Mental Health
- Antonia and Jude from Dianella Cottage
- Rebecca, Kylie, Ces and Bronwyn from Wimlah
- Erica, Ann-Marie, and other staff, Central West Women's Health
- Jack Goldberg from NBMLHD
- Monthly advice at Headspace Bathurst, in partnership with Legal Aid NSW
- Wayne Cornish, Raylee, and staff of BM Aboriginal Cultural Resource Centre



*Sonia Cox at the Lithgow Aboriginal Women and Children's Health Week*



# Legal Services Report cont.

## EECLC provided legal assistance in the following areas this year:

**Social Security:** Supporting people experiencing problems with accessing social security;

**Domestic & Family Violence & Apprehended Violence Orders (AVOs):** Supporting individuals obtain orders for their protection where they fear violence against them by another person;

**Child protection:** Supporting parents/carers whose children are at risk of being removed from their care by FACS, or who wish to negotiate access after final orders about care of children are made;

**Consumer rights:** Assisting consumers who have not received the goods and services for which they have paid, or where consumer rights have been breached in other ways;

**Credit and debt matters:** Supporting individuals who are experiencing difficulties paying debts they owe, or who are owed money by others;

**Discrimination:** Supporting individuals who are being treated unfairly due to their gender, age, cultural background, religious belief, sexual orientation or pregnancy status;

**Employment:** Supporting individuals who are experiencing unfair working situations or work practices;

**Family Law:** Supporting individuals navigating issues such as divorce, separation, parenting arrangements, child support and property settlements;

**Family violence & sexual assault:** Supporting individuals dealing with the impact of violence against them;

**Fines:** Supporting individuals to negotiate fines and other penalties;

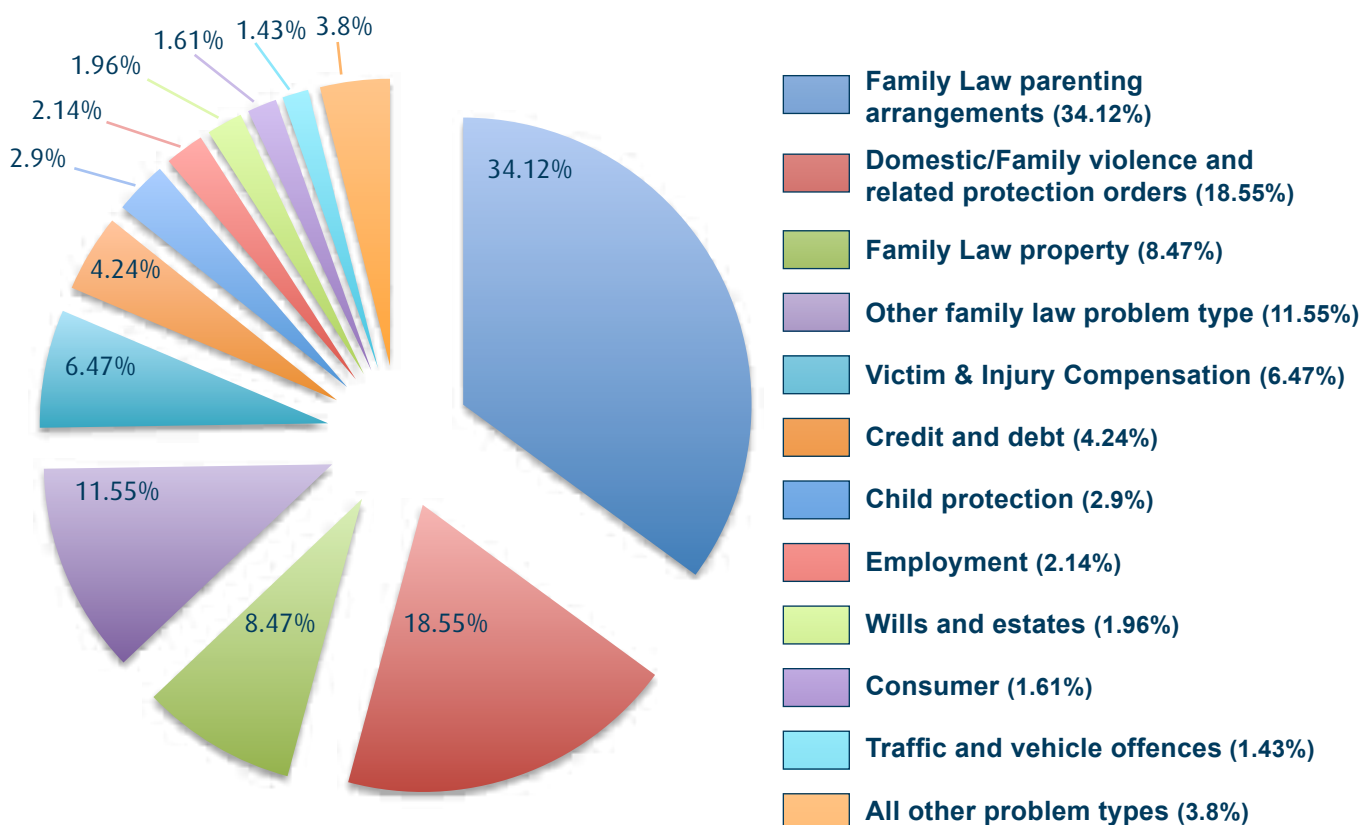
**Motor vehicle and minor traffic offences:** Advising individuals of their rights when involved in accidents or issued with traffic infringements;

**Neighbour disputes:** Advising neighbours of their rights in relation to disputes over trees, fences and noise;

**Victim & injury compensation:** Supporting victims of crime and other parties to claim for compensation; and

**Wills, Powers of Attorney, Enduring Guardianship and Advance Care Directives:** Assisting individuals to plan for end of life events and to ensure that the best decisions are made on their behalf when they are no longer able to make decisions for themselves.

## Most common problem types experienced by our clients in 2016 - 2017



## Who We Serve

The National Partnership Agreement (NPA) on Legal Assistance Services came into force in July 2016. The NPA is a 5 year agreement between the Commonwealth, States and Territories that outlines a framework for funding, planning of service provision, and priority clients for all Legal Assistance Service Providers including both Community Legal Centres such as EECLC and Legal Aid services.

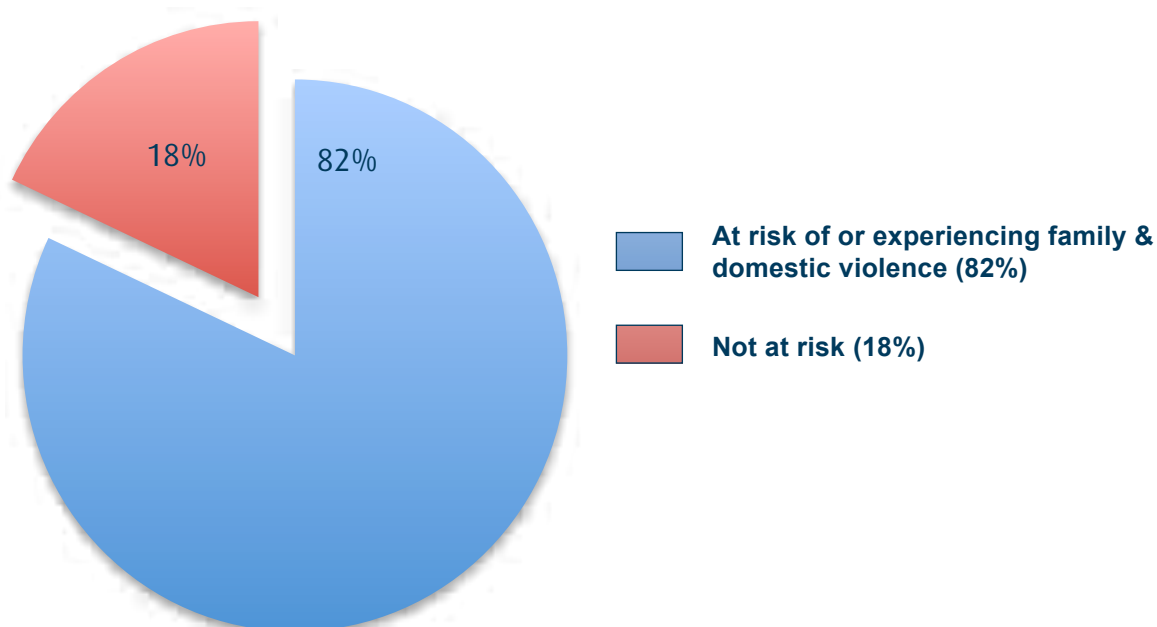
Under the National Partnership Agreement, EECLC prioritises the provision of legal services to the most vulnerable members of our community. These groups include:

- Children and young people (<25 years), as well as older people (>65 years);
- People experiencing financial disadvantage;

- Aboriginal and Torres Strait Islanders;
- People experiencing or at risk of family violence;
- People experiencing or at risk of homelessness;
- People residing in rural or remote areas;
- People who are culturally or linguistically diverse;
- People with a disability or mental illness; and
- Single parents.

Research indicates that people falling within these groups are more likely to experience legal problems, deal with more complicated legal issues, less likely to seek assistance and/or less able to access services for a range of reasons. Detailed below is a breakdown of the proportion of legal advices we provided to people in some of these categories.

### Clients assisted by risk of family & domestic violence



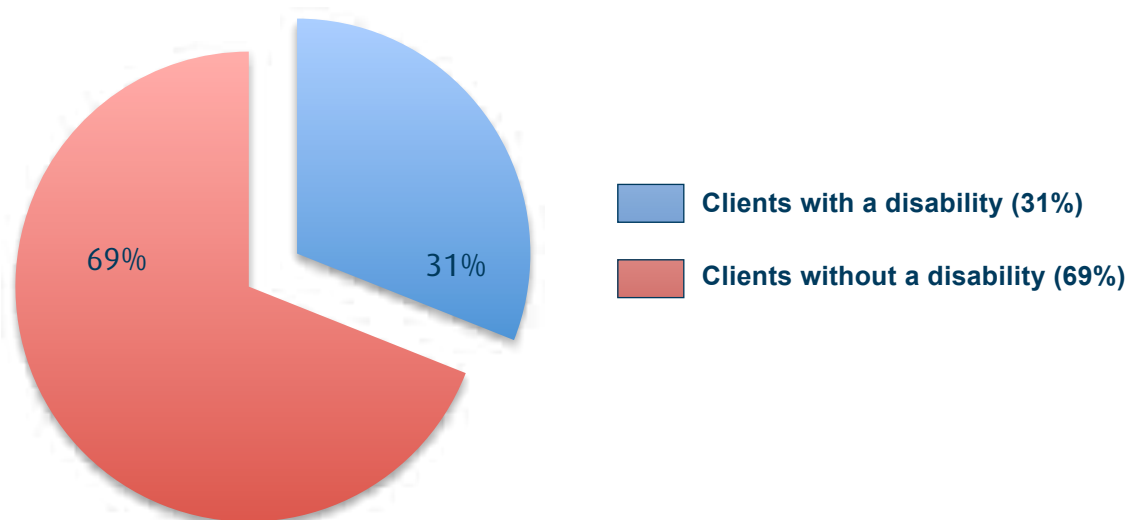
EECLC continues to provide services to people experiencing and at risk of experiencing F&DV, with 82% of clients and similar levels of our representation services provided to this client group. As a generalist legal service, EECLC is able to assist clients in a range of ways that improve their immediate safety, as well as assist with parenting matters or civil matters such as victims support, credit and debt, and tenancy issues.

We are fortunate to have excellent relationships with many services such as BMWHRC WDVCS, Bathurst FRC, Lithgow Community Projects and others. Their dedication to addressing family and domestic violence in our communities means that in many cases we work together to empower women to achieve safety and break free from violence.



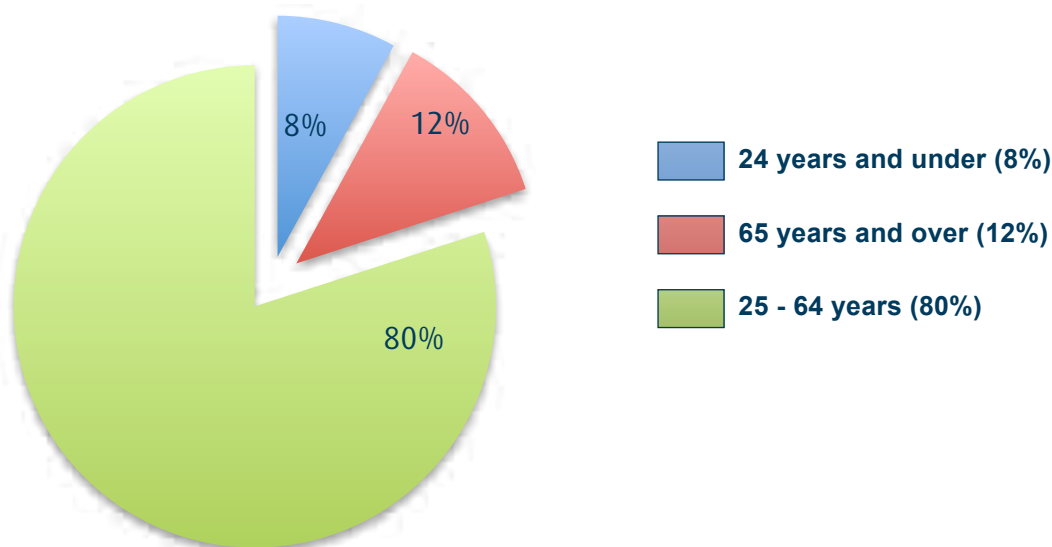
# Who We Serve

## Clients assisted by self identified disability status



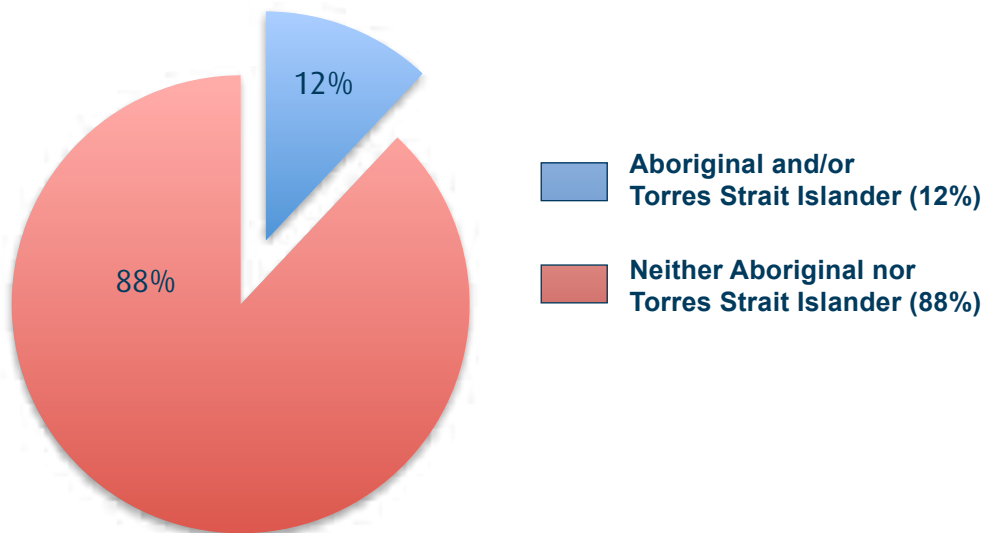
Increasing legal services to people with a disability continued to be one of EECLC's objectives for 2016 – 2017. 68% of our representation services this year were provided to clients with a disability, exceeding our target of 35%. According to 2016 ABS data, in the EECLC catchment area the percentage of people with a disability that impacts upon their day to day lives ranges from 5 – 7% of the population according to local government area.

## Clients assisted by age of client



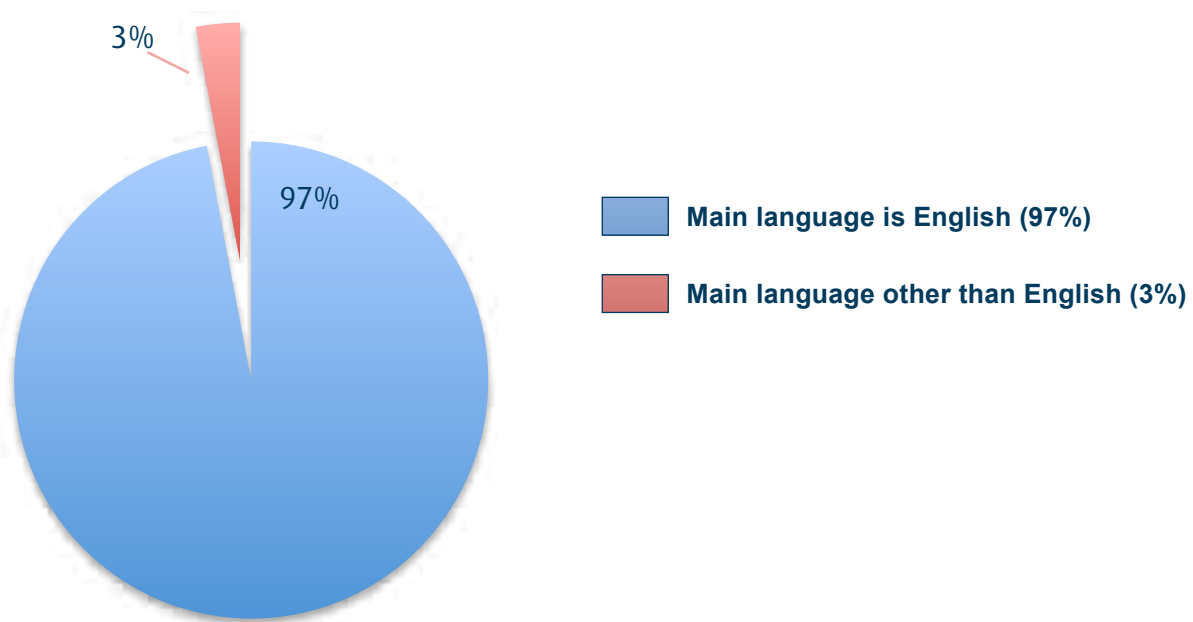
Legal services provided to youth and the more mature members of our community have remained consistent this year. Around 5% of representation services were provided to youth, and 14% to older community members.

### Clients assisted by Aboriginal and/or Torres Strait Islander status



Increasing legal services to people who identify as being Aboriginal or Torres Strait Islander (ATSI) remained one of EECLC's objectives for 2016 – 2017. 22% of our representation services this year were provided to Aboriginal and/or Torres Strait Islanders, exceeding our target of 15%. According to 2016 ABS data, the population of Aboriginal and Torres Strait Islander peoples living across our catchment area ranges from 2.4 – 10% of the total population dependent upon the local government area.

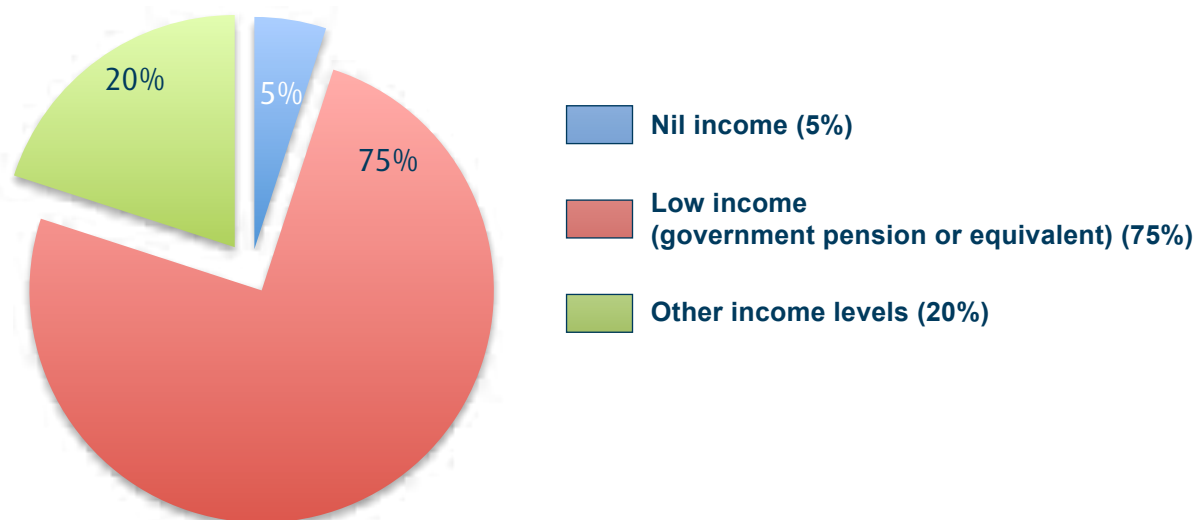
### Clients assisted whose main home language is not English



Only 3% of clients assisted by EECLC spoke a home language other than English. 8% of our representation services are provided to this group. According to 2016 ABS data, the population of people whose main home language is not English living across our catchment area ranges from 3 – 6% of the total population dependent upon the local government area.

## Who We Serve cont.

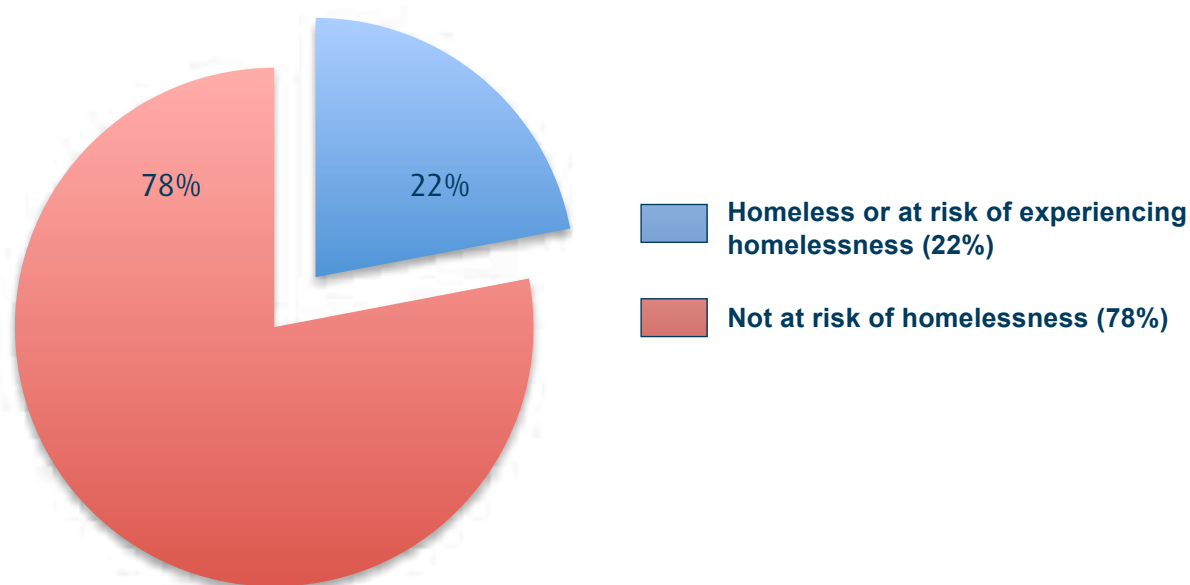
### Clients assisted by income level



Under the NPA, community legal centre were required to provide at least 85% of representation services to clients experiencing financial disadvantage in 2016-2017. In this context, financial disadvantage refers to people who are in receipt of Centrelink benefits, or have an income equal to or below the Henderson Poverty Line of \$26,556 net income/year for a single person (March quarter, 2017). Clients who have no access to funds due to family and domestic violence or other crises also meet the criteria.

EECLC statistics indicate that 94% of our representation services are to people experiencing financial disadvantage.

### Clients assisted by housing status



The amount of assistance we provide to people who are homeless or at risk of homelessness continues to increase every year. According to Housing Australia, the 2011 estimated number of people who are homeless in NSW is over 105,000. The main drivers of homelessness include domestic & family violence, financial problems, and difficulties accessing affordable and appropriate housing.

## Case Studies

Tim is an Aboriginal client with dyslexia who recently separated from his ex-partner. Tim and his ex-partner had trouble agreeing about parenting arrangements. EECLC represented Tim at a mediation to try to reach an agreement. After the mediation, as a result of his dyslexia, Tim had trouble understanding the written version of the parenting plan. EECLC assisted Tim by translating his parenting plan into a colour-coded yearly calendar, incorporating lots of pictures and visual aids. This has helped Tim to understand the arrangements for him to spend time with the children and feel more confident when communicating with his ex-partner.

Elsie is 19 and has an intellectual disability. She came to see EECLC after she received letters from a debt recovery company saying that she owed over \$6000 for a mobile phone contract. Over half of the debt related to excess data usage and late payment fees.

Elsie didn't understand how her usage got so high and she didn't get any alerts saying she was going over her data usage. The phone company did not have any system or processes in place to assist clients like Elsie to manage their usage and costs. Elsie was financially stressed as she relied solely on a disability support pension.

We wrote to the phone company and explained Elsie's circumstances. We assisted Elsie in getting a current letter about Elsie's intellectual disability from her GP and negotiated with the phone company to settle the debt for just over \$1000 (which was for the cost of the mobile and minimum monthly costs) and agree to payment of the debt by instalments of \$50/fortnight which is what Elsie could afford.

Peter and his young family migrated from Vietnam 4 years ago. They recently moved to the Blue Mountains from Perth. When they arrived they spent most of their savings on a \$9,000 second hand car. The car broke down less than a month after purchase. The dealer repaired the vehicle, but the day after it was picked up it continued to have problems. Peter returned it to the dealer who told Peter that the fault was Peter's fault and would cost \$2,500 to fix. Peter approached us for advice.

We were able to advise Peter of his rights as a consumer. We assisted the client to write a letter to the dealer. As a result, the client was empowered to negotiate with the dealer and achieve a resolution. In this case the dealer fixed the problems with the vehicle free of charge, and Peter didn't have to go through a court or tribunal process to enforce his rights.

# Law Reform

## Fund Equal Justice!

The Fund Equal Justice Campaign sought to raise awareness and support for community legal services facing a significant Commonwealth funding cut of 25% as of 1 July 2017. This was a disheartening step by the Commonwealth Government, given the Productivity Commissions Report into Access to Justice Arrangements (2014) recommended an increased investment of around \$200 million needed to be made by state, territory and federal governments to legal service providers.

While these funding cuts would have significantly impacted access to justice across NSW, as a small legal service EECLC's future was considerably under threat. This year we continued our campaign to reverse the decision. Alongside other NSW community legal centres, we spoke with local media, including the Blue Mountains Gazette, Lithgow Mercury, Central West ABC Radio, and the Sunday Telegraph who all featured interviews with Arlia about the likely impact upon our services. We also met with our local members of parliament, Susan Templeman (Member for Macquarie) and Andrew Gee (Member for Calare), obtained

support from Trish Doyle (Member for Blue Mountains), collated petitions, attended rallies and sent submissions to the AG.

Fortunately, the reversal of the funding cuts was announced by the Commonwealth Attorney General, George Brandis, on 24 April 2017.



*Mark Jongebloed and Marilyn Kraus*



*Mark Dreyfus, Shadow Attorney-General, and MPs Susan Templeman, Julie Owens, Chris Bowen and Jason Clare, with Arlia Fleming, Helen Campbell and Truda Gray from the CLC sector*



## EECLC in the Media

### Domestic violence: Funding cuts to legal aid for victims could put them at risk

**LIA HARRIS, Crime reporter, The Sunday Telegraph**  
January 15, 2017 5:00am

DOMESTIC violence victims and their children in regional NSW could be put at greater risk when federal government funding cuts to legal aid services begin to kick in later this year.

The cuts will also force a legal centre in southern Sydney to axe a program providing free legal advice to international students and immigrants being ripped off by their employers.

The services are among more than 15 centres across the state being forced to axe programs for vulnerable people after the funding cuts take affect in July this year.

Elizabeth Evatt Community Legal Centre managing principal solicitor Arlia Fleming said the 19 per cent funding cut at her Katoomba centre would force a massive reduction in services to Bathurst and Lithgow.

"Currently we go to Lithgow and Bathurst on a weekly basis to give legal advice and we may have to reduce that to a monthly outreach," Ms Fleming said.

"The most common cases we deal with are around family and domestic violence issues and this could mean children are left in unsafe situations because people feel like they have to hand over their children to someone who has been perpetrating violence."

Victims are worried the lives of themselves and their children will be put in more danger.

Domestic violence victim Emma, who did not want to use her real name, said the lives of her and her young children would likely still be in danger if she had not had access to the community legal centre.

"I was in a domestic violence relationship and I finally got the courage to call police and tell them what was happening and they took out the AVO for me even though I asked them not to. I didn't even want to go to court because I was scared," she said.

"That's when I found (the legal centre representative) and she told me she could help me. I would probably still be in that dangerous situation if it weren't for them and I am probably alive now because of them."

A spokeswoman from the Federal Attorney-General's office said the government was "providing substantial funding to frontline services to help those who need it most".

### Community Legal Centres makes legal advice one-a-month

**Phoebe Moloney, Lithgow Mercury**  
MARCH 20 2017 - 7:58AM

A \$12.1 Australia-wide cut to the annual federal funding of Community Legal Centres will greatly affect Lithgow residents' ability to access legal advice.

The Elizabeth Evatt Community Legal Centre based in Katoomba, which currently offers weekly outreach support to residents of Lithgow, will have its annual budget cut by 20 per cent starting from July 2017.

Arlia Fleming, the managing principal solicitor of the legal centre, said they would likely have to lose one-and-a-half full time lawyers from their four lawyer team, greatly impacting their ability to deliver outreach services to Bathurst, Orange and Lithgow.

"We currently come to Lithgow two days a week. On Tuesdays we visit the Lithgow Information & Neighbourhood Centre and provide free legal advice to Lithgow residents. On Thursdays we provide advice to victims of domestic violence in the safe room of the Lithgow Court House on Apprehended Violence Orders, as well as legal advice on child custody and property matters," she said.

"Once cuts come in, these outreach services probably be reduced from weekly to once-a-month services.

More than 60 per cent of the centre's case work is family and domestic violence matters. In the 2015-2016 business year, 83 per of the centre's clients either had no income or earned below \$27,000 per year.

"Our clients have no ability to pay for legal advice," Ms Fleming said.

The centre currently has a three week waiting time for an appointment, which Ms Fleming believes will only increase after July.

"When people can't get assistance after a month of a legal issue becoming apparent the legal issues tend to compound. People can lose their license or their job and the stress of that could lead to relationship break down or children protection services getting involved.

"We are trying to come up with ways we can do things a little differently. It's a difficult situation."

Federal Member of Parliament for Calare Andrew Gee told the Lithgow Mercury he had spoken to the Prime Minister and the Attorney General about the cuts to the centre. Mr Gee MP said \$16.5 million would be made available to target domestic violence and family law matters.

"I have specifically asked the Attorney General to investigate whether any funding reduction for the centre can be offset by snaffling some of this new money which is being made available," Mr Gee MP said.

# Pro bono and Volunteer Support

EECLC appreciates the support provided to us by local solicitors on client matters, as well as support with governance and other issues. In particular, we would like to thank:

Sonya Teerman from Barry F Cosier & Associates  
Joanne Newland from JLM Family Lawyers  
Dianne Hamey from Smythe Wosniak  
Emma Mason from Mason Mia & Associates  
Darryl Browne from Browne Linkenbagh  
Karla Kramer and Charles Bogle from Gilbert and Tobin.

EECLC was fortunate to have the following student volunteers offer their time and talents to us in 2016 – 2017:

**Law students:** Emily Azar  
Chrisanne Vancuylenburg  
Shona Dawes  
Ammara Akbar  
Benjamin Niciak  
Aden Vallance

**Practical Legal Training placements:** Maria LeBreton,  
Laila Nawsheen,  
Roisin McEntegart



*Aden Vallance and Martin Roberts*

We would also like to thank the artistic students of Katoomba North Public School, who regularly contribute beautiful artworks like the paintings above (seen behind Aden and Martin) that make our little centre more welcoming.

## Cooperative Legal Services Delivery Program (CLSD)

The CLSD program supports regionally based partnerships that aim to improve outcomes for people facing disadvantage by building strategic networks of key legal services and community organisations. EECLC is the coordinating agency for the Central Tablelands region, which involves the facilitation of quarterly meetings where attendees share information about critical and emerging legal needs in the community and develop strategies to address these issues.

This year, meetings were held in Bathurst (2), Orange and Cowra, including a planning meeting to set our

strategic directions for 2017-2019. We were pleased this year to welcome Sparke Helmore as our new probono partner to the region, both to assist on individual client matters but also with legal issues faced by the not for profit organisations. Our thanks to Justice Connect who had previously been assisting.

Various initiatives were conducted this year to raise the profile of legal services and provide information about legal topics. These included information sessions on using the Law check up tool at various community interagencies; cybersafety for older people and traffic

## Cooperative Legal Services Delivery Program (CLSD) cont.

offences in Parkes, Bathurst and Orange; police powers and other matters to high school students in Bathurst; and family & domestic violence and related issues to clients of Birrang and Bathurst FRC. CLSD agencies also contributed to a Liquor and Gaming NSW submission highlighting the wider impact of a proposed expansion of poker machine licenses in Lithgow.

The CLSD unit continue to facilitate 2 combined agency legal outreaches in Bathurst and Lithgow. Sadly, our partners at Higgins Lawyers and Mark Ireland Lawyers were no longer able to support the clinic at Bathurst Information and Neighbourhood Centre and had to withdraw by the end of this year. We thank them for their support of this clinic. The weekly clinic is continuing with increased attendance by EECLC and Orange Legal Aid. The CLSD clinic at Lithgow Information and Neighbourhood Centre is now attended weekly by EECLC, with the Legal Aid Family Law Early Intervention unit providing monthly assistance. The clinic at Bathurst Headspace with Orange Legal Aid commenced this year.

One of the highlights was the Aboriginal Wills Day held in June at Relationships Australia, Bathurst. Organised by a working group of local agencies and assisted by a team of lawyers from Sparke Helmore as our pro bono partner, 19 people made their wills and related documents over the 2-day period. The event was a great success, with positive feedback from attendees and participating services. We have commenced planning for a second event in Orange to be held later this year.

Thanks to Jenny Lovric and Kate Halliday from the CLSD unit for their ongoing support.



*Selina Brandy (FRC, Senior Aboriginal Family Advisor)*



*Tina Napier, Julie Howes and Lynne Worrall (Orange Legal Aid) at Closing the Gap in Bowenfels*



*Arlia Fleming and Josie Vendramini (KNC) at the International Women's Day stall in Katoomba*



# Community Engagement



*Ben Connor, Mark Jongebloed, Laila Nawsheen, Jo Hibbert, Tina Napier, Roisin McEntegart and Martin Roberts at Katoomba IDAHOT.*

EECLC staff continued to participate in local and regional networks to identify emerging legal issues and engage in community events. The networks we participated in this year include:

- Bathurst, Lithgow and Blue Mountains community interagencies;
- Blue Mountains, Lithgow and Bathurst FDV networks;
- Central West Family Law Pathways; and
- Outer Western Legal Services network.

Below are some of the key highlights for 2016 - 2017.

## IDAHOT

The International Day Against Homophobia and Transphobia (IDAHOT) is a global awareness day observed on 17th May which aims to raise awareness of discrimination and violence against Lesbian, Gay, Bisexual, Trans, Intersex and Queer (LGBTIQ) people and communities. Apart from the traditional flag raising outside the Blue Mountains City Council, Mark Jongebloed also participated at Lithgow celebrations to provide advice about our services.

## International Womens Day

EECLC partnered with Katoomba Neighbourhood Centre to set up a street stall outside Bendigo Bank. We provided information about healthy eating, local networks, legal information and details of support services to people who stopped for a chat, and sold sweet treats to raise funds for the local F&DV networks in Lithgow and Katoomba. Julie Howes was also a featured guest speaker at the Lithgow IWD celebration.

## Outreach to Aboriginal and Torres Strait Islander Communities

EECLC staff headed out the door to engage with our local community at several locations this year.

We were part of:

<b>Family Fun Days</b>	Katoomba in January and May, Bowenfels in April
<b>Closing the Gap Day</b>	Bowenfels in March
<b>NAIDOC celebrations</b>	Lithgow
<b>Women &amp; Children's Health outreach</b>	Lithgow Hospital

# Community Legal Education

EECLC aims to provide legal education to both community workers and community members. In general, community legal education assists participants to take early action to resolve legal issues, improving the likelihood of resolving their situation in a more timely fashion and at a lower level of intervention.

## Family Violence and Child Protection

EECLC staff Arlia and Julie presented at 2 forums in February 2017 providing information to local GPs and allied health workers about FDV. Our focus was on the legal framework around FDV, including the intersection with family law and care proceedings. Legal research indicates that 1 in 5 women experiencing FDV make their first disclosure to their GP, so the role of doctors in linking women to local legal and other support services was highlighted as an important issue. The sessions were held in Katoomba and Lithgow, with around 60 attendees.

## Sexting, bullying and cybersafety forum

Arlia presented at a YMISA (Youth mental illness and substance abuse) forum in Springwood for youth and mental health workers. Our focus was discussion about the legislation around sexting – what it is, how people can be harmed, and the penalties around sending, receiving and sharing, through to issues around making threats online or through messages.



*Arlia presenting at the YMISA forum*

## Victims Support

Arlia and Kathy presented at a CAVA facilitated Day of Action against Sexual Assault Forum on the Victims Support Scheme. Key concepts included definitions of acts of violence, types of support available, and details on lodging a claim and the review process.

## Bushfires and insurance

Sam presented 2 sessions at the Blue Mountains Bushfire Expo in September. This was an abbreviated session of our successful bushfire and insurance project held in the previous year, which provided information about insurance policies, building regulations and associated legislative frameworks that affect home insurance policy holders in bushfire prone areas. Julie and Sam also presented a session at the NACLC conference on the project itself.

## Identifying Legal Problems

Sam delivered 2 sessions on how to use the Law Checkup Tool, to the Blue Mountains and Oberon community interagencies. When community workers are interviewing clients about issues in their lives, the use of the questionnaire will help to determine if any of their concerns may relate to an unresolved legal issue. As most people don't turn to a legal professional for assistance, preferring to ask family, friends, or trusted services with which they are already in contact, we rely heavily on community workers to refer clients to us for assistance.

EECLC also continued to provide legal education on a variety of topics to groups facilitated by local organisations, or to their staff as in house training. This year, these included:

- Elder law to a carers group at Bathurst Seymour Centre;
- Employment law to students at Blacktown Youth College, Blue Mountains;
- Family law, care & protection issues to an ACRC playgroup in Katoomba and a Birrang group in Kelso;
- FDV for a group at Central West Womens Health Centre in Bathurst;
- Care and protection for staff at the ante natal unit, Blue Mountains Hospital; and
- AVOs and ADVOs for staff at Wimlah.



# Tenants' Advice and Advocacy Service

It's been a busy year as always for the Blue Mountains Tenancy Advice and Advocacy Service. The standard issues of landlords not attending to repairs, rent arrears, breaches of peace, comfort and privacy, metering, bond disputes and more have all been dealt with regularly, but there's been a few distinguishing issues of note. The service has been very successful in obtaining positive results for a lot of our clients. Cards and flowers are a regular event in the tenancy room!



*Ben Connor and Roisin McEntegart*

Landlords pursuing inflated bond claims have been common. Some clients, experiencing bad times have vacated tenancies with the premises not left in an ideal condition. Landlords, instead of pursuing only their losses, have been lodging claims for bond plus thousands, with little concern for the validity of their claims. Bond/compensation matters are notoriously time consuming, with consideration of ingoing and outgoing evidence for each individual item claimed (ranging from \$5 to thousands) required. As is common, the Tribunal puts emphasis on parties reaching conciliated agreements.

We've also seen more private landlords representing themselves. These landlords, unfortunately, can be very time consuming for our service and the Tribunal, as they are not always aware of their responsibilities under the Residential Tenancies Act.

Another issue has been private landlords not lodging bonds with the bond board. Our clients, tenants who are changing tenancies and under financial stress, have found that in these circumstances getting their bond back takes a lot longer.

We continue to have a lot of clients from a community housing complex in the Blue Mountains where drugs, domestic violence, trespassing, harassment, petty crime and more are seemingly entrenched. It is difficult to know what to do about these issues, but we have now initiated a regular inter-agency meeting with all services that are engaged with clients in this complex. Hopefully, working together, we will be able to come up with some solutions.

A shifting of the scales of our shared full-time position occurred mid-year, with Jo Hibbert changing from three days to two and Ben Connor changing from two to three, but all in all, it's business as usual.

## Make Renting Fair Campaign

This year EECLC supported the Make Renting Fair Campaign run by the Tenants Union of NSW. The campaign aims to address the issue of "no grounds terminations" which in a lot of cases are retaliatory terminations due to complaints about needing repairs or other breaches of tenancy agreements. The following case studies illustrate this issue and the devastating impact it can have upon tenants:

### Case studies

Our client who was approaching the end of a 3-month fixed term agreement, was having a dispute over noise. They were told by an agent that if they didn't sign a new three-month fixed term lease, they would be issued with a 30-day end of fixed term termination notice. Of course, by the end of the new three-month lease, the landlord could make the same threat or issue the 30-day end of fixed term termination notice should the tenant say or do anything which is displeasing to the landlord.

A client was attempting to resolve an issue where the landlord was interfering with the peace, comfort and privacy of the tenant. The client sent an email to his agent, listing a number of incidents and requesting that it not happen again. The agent issued a no grounds termination on the same day. The client sought an order that the notice had no effect as it was motivated by the tenant taking action to enforce a right. At the Tribunal, the real estate agent informed the Tribunal that the landlord had instructed her to issue a no grounds termination notice.

Despite this, the Tribunal was not satisfied that the landlord was motivated by the tenant taking action to enforce a right under the act. The tenant, a war veteran, with post-traumatic stress disorder, and his family, were forced to move. When the tenant was last spoken to a few months later, he had separated from his wife, had minimal contact with his kids and was sleeping on a friend's couch.



*Jo Hibbert, Julie Howes and Martin Roberts*

# Financial statements

22/09/2017

9:55

**THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED ABN 67  
636 528 166  
Committee's Report  
For the year ended 30 June 2017**

Your committee members submit the financial accounts of the THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED for the financial year ended 30 June 2017.

## Committee Members

The names of committee members during or since the end of the financial year are:

Sarah Shrubbs  
Felicity Martin (appointed 15th December 2016)  
Cecilia Vagg (appointed 15th December 2016)  
Hilary Kincaid (appointed 15th December 2016)  
Neal Blewett (appointed 12th May 2017)  
Christine Wren (appointed 12th May 2017)  
Kim Brisbane (resigned 23rd November 2016)  
Antonia Ravesi (appointed 15th December 2016, resigned 23rd March 2017)  
Anita Cox (appointed 15th December 2016, resigned 9th May 2017)  
Kim Busuttill (resigned 23rd November 2016)  
Veechi Stuart (resigned 24th November 2016)  
Merle Williams (resigned 23rd November 2016)  
Andrew White (resigned 24th November 2016)  
Florence Thum (resigned 24th November 2016)

## Principal Activities

The principal activities of the association during the financial year were: Provision of Legal Services for the Community.

## Significant Changes

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

## Operating Result

The profit from ordinary activities after providing for income tax amounted to

Year ended	Year ended
30 June 2017	30 June 2016
\$ 52,897	\$ 0

The accompanying notes form part of these financial statements.

22/09/2017

9:55

THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED ABN 67  
636 528 166

Committee's Report  
For the year ended 30 June 2017

(cont.)

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



Sarah Strubb, President



Hilary Kincaid, Treasurer

Signed on 12 October 2017

The accompanying notes form part of these financial statements.

# Financial statements

Created: 5/10/2017 11:30 AM

The Elizabeth Evatt Community Legal Cent

4 Station Street

Katoomba NSW 2780

ABN: 67 636 528 166

## Profit & Loss [Last Year Analysis]

July 2016 To June 2017

	This Year	Last Year
<b>Income</b>		
Commonwealth CLSP Grants		
Commonwealth Generalist/CLSP	\$177,018	\$171,861
Commonwealth Admin Efficiencies	\$2,727	\$82,423
Commonwealth One Off Funds	\$41,669	\$0
Commonwealth ERO	\$31,409	\$19,573
<b>Total Commonwealth CLSP Grants</b>	<b>\$252,822</b>	<b>\$273,857</b>
State CLSP Grants		
State Generalist/CLSP	\$147,952	\$193,888
State ERO	\$9,567	\$11,127
<b>Total State CLSP Grants</b>	<b>\$157,518</b>	<b>\$205,015</b>
State Project 3 - PPF		
State PPF	\$98,470	\$89,518
<b>Total State Project 3 - PPF</b>	<b>\$98,470</b>	<b>\$89,518</b>
Other Grants		
Fair Trading - Tenancy/TAAP	\$112,126	\$104,600
Premier & Cabinet-Insurance	\$0	\$6,920
State - Care & Protection	\$19,950	\$19,000
State CLSP	\$21,229	\$21,229
<b>Total Other Grants</b>	<b>\$153,305</b>	<b>\$151,749</b>
Service Generated income		
Admin Fees/ Overheads	\$867	\$0
Costs Recovered	\$4,384	\$1,865
Donations	\$483	\$0
Interest Income	\$7,851	\$8,260
Management Fee	\$3,988	\$14,368
Membership Fees	\$36	\$25
Miscellaneous Income	\$909	\$0
Funding Carried Forward monies c/f	\$55,111	\$12,594
<b>Total Service Generated income</b>	<b>\$73,630</b>	<b>\$37,112</b>
Unspent Funds C/Fwd Admin Eff	\$51,855	\$0
Unspent Funds C/Fwd Generalist	\$54,812	\$0
<b>Total Funding Carried Forward</b>	<b>\$106,667</b>	<b>\$0</b>
<b>Total Income</b>	<b>\$842,411</b>	<b>\$757,251</b>
<b>Gross Profit</b>	<b>\$842,411</b>	<b>\$757,251</b>
<b>Expenses</b>		
Staff Costs		
Wages		
Operations Manager	\$61,670	\$59,016
Admin & Intake	\$70,727	\$73,457
Solicitor - Principal/EO	\$103,000	\$81,870
Solicitor P/T	\$250,482	\$157,528
Paralegal	\$0	\$10,446
Tenant Advocate	\$75,870	\$73,054
Staff Locums/Casuals	\$2,487	\$5,971
Payroll Leave Provisions	\$31,581	-\$2,053
Long Service Leave Provision	\$6,968	-\$8,585
<b>Total Wages</b>	<b>\$602,784</b>	<b>\$450,704</b>

This report includes Year-End Adjustments.

Page 1 of 4



Created: 5/10/2017 11:30 AM

## The Elizabeth Evatt Community Legal Cent

4 Station Street  
Katoomba NSW 2780

ABN: 67 636 528 166

**Profit & Loss [Last Year Analysis]**

July 2016 To June 2017

	This Year	Last Year
On Costs		
Workers Compensation Premium	\$1,776	\$3,307
Staff Recruitment	\$620	\$2,436
Superannuation	\$52,901	\$40,264
<b>Total On Costs</b>	<b>\$55,297</b>	<b>\$46,008</b>
Staff Training & Development		
ST Meals & Incidentals	\$154	\$145
ST Registration Fees	\$7,789	\$1,775
ST Supervision	\$1,200	\$0
ST Travel & Accommodation	\$3,766	\$1,342
ST Venue Hire	\$783	\$0
ST - Work Health & Safety	\$635	\$0
<b>Total Staff Training &amp; Development</b>	<b>\$14,326</b>	<b>\$3,262</b>
<b>Total Staff Costs</b>	<b>\$672,407</b>	<b>\$499,974</b>
ADMIN EXPENSES		
Maintenance & Security		
General Repairs & Maintenance	\$6,822	\$4,586
Grounds Maintenance	\$1,552	\$1,112
Security	\$1,445	\$1,800
<b>Total Maintenance &amp; Security</b>	<b>\$9,819</b>	<b>\$7,498</b>
Other Premises Costs		
Electricity	\$3,720	\$1,649
Gas	\$2,390	\$4,845
Cleaning	\$2,749	\$3,060
Water	\$910	\$769
<b>Total Other Premises Costs</b>	<b>\$9,769</b>	<b>\$10,324</b>
Computer Expenses		
Computer Support & Software	\$5,520	\$4,580
Computer Hardware	\$814	\$1,047
<b>Total Computer Expenses</b>	<b>\$6,334</b>	<b>\$5,627</b>
Communication Expenses		
Internet Expense	\$1,887	\$2,813
Service Assurance Commander	\$505	\$619
Telephone	\$12,601	\$5,798
Web Hosting	\$741	\$147
White Pages Listing	\$1,207	\$1,452
<b>Total Communication Expenses</b>	<b>\$16,940</b>	<b>\$10,830</b>
Office Overheads		
Consumables	\$2,558	\$1,036
Donations & Gifts	\$70	\$112
Lease - Printer/Photocopier	\$2,226	\$2,935
Miscellaneous	\$375	\$0
OH&S Expenses	\$135	\$175
Postage	\$855	\$478
Printing & Stationery	\$4,312	\$7,580
Sundry	\$110	-\$113
<b>Total Office Overheads</b>	<b>\$10,640</b>	<b>\$12,202</b>
Insurance		
PI Insurance	\$740	\$659
Insurance - general	\$1,053	\$2,978

This report includes Year-End Adjustments.

Page 2 of 4

# Financial statements (cont.)

Created: 5/10/2017 11:30 AM

The Elizabeth Evatt Community Legal Cent

4 Station Street

Katoomba NSW 2780

ABN: 67 636 528 165

## Profit & Loss [Last Year Analysis]

July 2016 To June 2017

	This Year	Last Year
Insurance- Volunteers	\$405	\$411
Total Insurance	\$2,198	\$4,048
Financial and Accountability		
Auditor	\$2,272	\$2,273
Bank fees	\$128	\$145
Bookkeeping Fees	\$19,792	\$20,504
Board & Governance	\$2,423	\$1,078
Incorporation Costs	\$1,360	\$2,515
Total Financial and Accountability	\$25,975	\$26,514
Minor Equipment under \$1000		
Depreciation	\$2,465	\$25,365
Equipment Under \$1000	\$1,710	\$0
Total Minor Equipment under \$1000	\$4,175	\$25,365
Total ADMIN EXPENSES	\$85,851	\$102,406
PROGRAM COSTS		
Library, Resources & Subs		
Library	\$111	\$129
Subs & Memberships	\$6,513	\$2,626
Practising Certificate	\$621	\$1,386
CLC National levy	\$0	\$3,365
Travel		
Travel	\$13,539	\$9,601
Motor Vehicle - Insurance	\$619	\$0
Motor Vehicle Expense Other	\$1,727	\$0
Program and Planning		
Advertising	\$399	\$4,287
Administration/Management Fees	\$3,988	\$14,368
Activity Costs	\$1,062	\$7,275
Contract Lawyers Mediation	\$0	\$1,140
Client Disbursements	-\$5	\$184
Strategic/Operational Planning	\$201	\$0
Publications	\$104	\$55
Total Program and Planning	\$5,749	\$27,309
Special Projects		
CLE Expenses	\$379	\$1,300
training	\$799	\$0
Total PROGRAM COSTS	\$29,438	\$45,717
Total Expenses	\$788,316	\$648,097
Operating Profit	\$54,095	\$109,154
Other Income		
Victims Comp Income	\$0	\$3,025
Total Other Income	\$0	\$3,025
Other Expenses		
VCT		
FOI Fees	\$0	-\$45
Medical Report	\$151	\$0
VCT Other Expense	\$0	\$610
Total VCT	\$151	\$565

This report includes Year-End Adjustments.

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Created: 5/10/2017 11:30 AM

The Elizabeth Evatt Community Legal Cent

**Profit & Loss [Last Year Analysis]**

July 2016 To June 2017

4 Station Street

Katoomba NSW 2780

ABN: 67 636 528 166

	This Year	Last Year
Funding Surplus		
Admin Fees/Overheads Offset	\$3	\$0
Monies approved to c/f	\$0	\$111,615
<b>Total Funding Surplus</b>	<b>\$3</b>	<b>\$111,615</b>
Loss on Disposal of Assets	\$1,044	\$0
What is This?	\$0	\$0
<b>Total Other Expenses</b>	<b>\$1,199</b>	<b>\$112,180</b>
<b>Net Profit/(Loss)</b>	<b>\$52,897</b>	<b>-\$1</b>

This report includes Year-End Adjustments.

Page 4 of 4

# Financial statements (cont.)

Created: 5/10/2017 11:24 AM

The Elizabeth Evatt Community Legal Cent

4 Station Street

Katoomba NSW 2780

ABN: 67 636 528 166

## Balance Sheet [Last Year Analysis]

June 2017

	This Year	Last Year
<b>Assets</b>		
Current Assets		
Cash Assets		
BB Cheque 7085	\$266,710	\$151,990
BB Cash Account	\$5,840	\$913
Term Deposit 3593 Due 17/11/16	\$0	\$116,117
Term Deposit 3643 Due 23/8/17	\$119,022	\$116,015
Petty Cash	\$500	\$526
Total Cash Assets	\$392,071	\$385,561
Receivables		
Debtors	\$560	\$228
Total Receivables	\$560	\$228
Other Assets		
Bonds	\$400	\$400
Prepayments	\$582	\$0
Total Other Assets	\$982	\$400
Total Current Assets	\$393,613	\$386,189
Non-Current Assets over \$1000		
Office Equipment		
Office Equipment - at cost	\$111,154	\$114,174
Accumulated Depreciation OE	-\$105,423	-\$110,186
Motor Vehicles	\$23,410	\$0
Accumulated Depreciation MV	-\$1,299	\$0
Total Office Equipment	\$27,842	\$3,988
Office Furnishings		
Office Furnishings - at cost	\$21,562	\$21,562
Accumulated Depreciation OF	-\$21,562	-\$21,562
Total Office Furnishings	\$0	\$0
Total Non-Current Assets over \$1000	\$27,842	\$3,988
Total Assets	\$421,455	\$390,177
<b>Liabilities</b>		
Current Liabilities		
Trade Creditors	\$0	\$2,335
Accruals	\$5,152	\$7,266
Monies held with approval		
Grants in Advance	\$165,424	\$69,642
Funds Approved to C/Fwd	\$0	\$108,944
Centre funds held over	\$0	\$2,738
VCT Surplus C/Fwd	\$0	\$50,096
Total Monies held with approval	\$165,424	\$231,421
GST Liabilities		
GST Collected on Sales	\$76,426	\$69,872
GST Paid on Purchases	-\$13,213	-\$11,441
GST Instalments	-\$44,796	-\$45,831
ATO Integrated Client A/C	\$0	\$0
GST adjustment	\$0	\$0
Total GST Liabilities	\$18,417	\$12,600
Employee Liabilities		
PAYG/Withholding Liability	\$6,996	\$5,918
SGC Liability	\$4,066	\$3,128

This report includes Year-End Adjustments.

Page 1 of 2



Created: 5/10/2017 11:24 AM

## The Elizabeth Evatt Community Legal Cent

4 Station Street  
Katoomba NSW 2780

ABN: 67 636 528 166

**Balance Sheet [Last Year Analysis]**

June 2017

	This Year	Last Year
Salary Sacrifice Super	\$2,744	\$300
Prov Annual Leave Liability	\$55,504	\$25,835
Prov Sick Leave Liability	\$13,030	\$11,118
Provision TIL Liability	\$2,905	\$2,905
<b>Total Employee Liabilities</b>	<b>\$85,245</b>	<b>\$49,204</b>
<b>Total Current Liabilities</b>	<b>\$274,238</b>	<b>\$302,825</b>
Non Current Liabilities		
Prov Equip/printing Replace	\$12,484	\$12,484
Prov for Award Liabilities LSL	\$20,062	\$13,094
Provision redundancy/maternity	\$51,316	\$51,316
<b>Total Non Current Liabilities</b>	<b>\$83,863</b>	<b>\$76,894</b>
<b>Total Liabilities</b>	<b>\$358,101</b>	<b>\$379,720</b>
<b>Net Assets</b>	<b>\$63,354</b>	<b>\$10,457</b>
Equity		
Retained Earnings	\$10,457	\$10,458
Current Year Earnings	\$52,897	-\$1
<b>Total Equity</b>	<b>\$63,354</b>	<b>\$10,457</b>

This report includes Year-End Adjustments.

Page 2 of 2

# Financial statements (cont.)

22/09/2017

9:55

**THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED ABN 67  
636 528 166**

**Statement by Members of the Committee**

**For the year ended 30 June 2017**

The Committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED as at 30 June 2017 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

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



Sarah Shrubh  
President



Hilary Kincaid  
Treasurer

Signed on 12/10/17 2017

The accompanying notes form part of these financial statements.

22/09/2017

9:55

**THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED ABN 67  
636 528 166**

**Independent Auditor's Report to the Members**

**Report on the Audit of the Financial Report**

**Opinion**

We have audited the financial report of THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet as at 30 June 2017, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2017 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Act 2009.

**Basis 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 ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code.

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**

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 Associations Incorporation Act 2009. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

**Responsibilities of the Committee for the Financial Report**

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Act 2009 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

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

# Financial statements (cont.)

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## THE ELIZABETH EVATT COMMUNITY LEGAL CENTRE INCORPORATED ABN 67 636 528 166

### Independent Auditor's Report to the Members

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

Our objectives are to obtain reasonable assurance about whether the financial report 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 this 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 the committee.
- Conclude on the appropriateness of the committee'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 the committee 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.

Signed on 16 October 2017

  
William Tomczek F.I.P.A., Registered Company Auditor 1425  
66 Enns Plains Rd Mt Riverview 2774







elizabeth evatt  
community legal centre