



Annual Report 2018/2019

Fitzroy Legal Service Inc.

A merger of Darebin Community Legal Centre
& Fitzroy Legal Service Inc.



Darebin Community Legal Centre Inc.

▲ FITZROY
▲ LEGAL
▲ SERVICE INC.



ANNUAL REPORT

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Staff socialising at Thornbury Bowls Club,
L-R: Adam Willson, Ella Crotty, Angus Cameron, Paul Kidd



Staff socialising at Thornbury Bowls Club,
L-R: Daniel Brown, Deb Brown, Linda Waters, Lauren Gordon,
Shamila Liyanage, Claudia Fatone



Celebrate the North Event at Government House,
L-R: Volunteer Jon Laseravic and wife Hui, Alisa Lamont and
Principal Lawyer Adrian Snodgrass



Celebrate the North Event at Government House,
L-R: FLS Staff Shamila Liyanage, Amrita Malik,
Yasmin Geneva, Odette Shenfield



Trainee Lawyer Paul Kidd being admitted with
Managing Lawyer FL/FV Ella Crotty moving his admission



Celebrate the North Event at Government House,
L-R: Volunteer Hannah Bullock and Principal Lawyer Jen Black

On Thursday 29 November 2018, the members of Darebin Community Legal Centre and Fitzroy Legal Service voted to amalgamate the two organisations.

The amalgamation took effect on 1 February 2019 with the incorporation of a new entity, called Fitzroy Legal Service Inc. The amalgamated entity draws on the significant histories and legal assistance services provided by the Darebin Community Legal Centre (established in 1988) and the Fitzroy Legal Service (established in 1972).

The two organisations took this path, not only because our services and values are closely philosophically aligned, but because we believed that our current and future clients, volunteers, staff, and the communities we work with, will benefit from the combined holistic strength of both organisations.

As an amalgamated organisation, we believe that our legal services, education, information and law reform advocacy will have greater positive impact for the communities we serve.

FITZROY LEGAL SERVICE

A Community Legal Centre

A MERGER OF DAREBIN COMMUNITY LEGAL CENTRE
AND FITZROY LEGAL SERVICE

Reg No. A0105338Y
ABN 13 421 440 211

Our Values



Integrity



Courage & Passion



Empowerment & Advocacy

Connected to Community

Our Offices

279 Spring Street
Reservoir 3073
Ph: (03) 9484 7753
Fax: (03) 9462 3297

Level 4, Fitzroy Town Hall
PO Box 297, Fitzroy 3065
DX no. 96611
Ph: (03) 9419 3744
Fax: (03) 9416 1124

Neighbourhood Justice Centre
241 Wellington Street, Collingwood 3046
PO Box 1142, Collingwood 3066
DX no. 211512
Ph: (03) 9948 8698

*Fitzroy Legal Service acknowledges that our work takes place on the land of the Kulin Nations.
We pay our respects to the Traditional Custodians of the Land, and Elders past, present and emerging.*

Anton Hermann

Anton Hermann, Director of Pro Bono & Community Investment at Minter Ellison and a significant contributor and supporter of the Darebin Community Legal Centre over almost 20 years, sadly passed away in July 2019.

Anton was the driving force of our Koori Outreach at Your Community Health's Kookaburra Club. Over many years Anton attended at "Kooka", a place for Aboriginal friends and family to come together, to provide legal support. His loss has been keenly felt, and a painting by Uncle James Vickery has been presented by the Kookaburra Club and Fitzroy Legal Service to Minter Ellison in recognition of his significant pro bono contribution to the Aboriginal community in the City of Darebin.



Vale Annie Kelly

With great sadness we said goodbye to Annie Kelly, who passed away in February 2019, after a long battle with illness. Annie joined the Darebin Community Legal Centre as our family lawyer in March 2017 and was known and loved by the centre, by clients, and within the sector at large for her energy, her larger-than-life presence and love of a good laugh.

Vale Annie, you are missed.



Evening Legal Advice Services

We offer free evening legal advice services from our premises at the Fitzroy Town Hall and Reservoir.

The free evening legal advice service is conducted year-round with significant pro bono support from members of the legal sector (community members, students and practitioners) who volunteer their services to make the law and legal support accessible to members of the community.

Fitzroy Town Hall

This service is open Monday to Friday evenings. It is a drop-in, generalist legal advice service that assists clients with a range of matters. This generalist service is supplemented by three specialist clinics:

- family law clinic: Tuesday and Thursday evenings by appointment
- LGBTIQ family law legal advice service: Wednesday evenings, monthly, by appointment.
- animal law clinic: Wednesday evenings by appointment.

Reservoir

This service is open every Tuesday evening and fortnightly on Wednesday evenings. Tuesday evenings are a drop-in service with appointments taken for Wednesday evenings.

Legal Advice & Representation

Criminal and Family Law practice (Fitzroy Town Hall office)

The practice specialises in criminal law, intervention order, and family law. The practice is funded through grants of legal aid and private client fees with fee structures designed to assist clients ineligible for legal aid.

Generalist Services (Reservoir office)

We provide assistance to individuals living, working or studying in the City of Darebin on a range of legal matters including criminal, tenancy, Victims of Crime, fines and infringements, family law and family violence intervention orders.

Outreach Services

We have partnerships with other community organisations to provide legal advice, information and representation services across the cities of Yarra and Darebin.

Drug Outreach Lawyer Program

The Drug Outreach Lawyer program provides legal services to vulnerable drug users, assisting with the rehabilitation process and harm minimisation by providing appropriate legal supports to reduce the

negative impact of legal problems faced by drug users. The legal support will vary depending on the needs of the person. One off advice may be necessary for one matter whereas another person may require extensive court work.

Outreach partners in the City of Yarra include YSAS (Youth Support and Advocacy Services), Living Room (Youth Projects), Inner Space (Co-Health), North Richmond Community Health Centre and Odyssey House. Outreach partners in the City of Darebin include Uniting Care ReGen and YSAS (Youth Support and Advocacy Services).

Family Violence and Family Law Health Justice Partnerships

We provide assistance to victims/survivors of family violence with family law and family violence matters on an outreach basis through health justice partnerships in the City of Yarra, including:

- North Richmond Community Health Centre
- Fitzroy Learning Network
- Drummond Street Services
- Connie Benn Centre

Darebin Outreach

We provide assistance to individuals living, working or studying in the City of Darebin through a partnership with Darebin Council which incorporates outreach services to the East Preston Community Centre, the Northland Youth Hub and Mind Peer Recovery Community, Preston.

Court Services

Heidelberg Magistrates Court

We operate the Darebin Intervention Order Service (DIOS) which provides legal advice and advocacy services to individuals accessing the Intervention Order List. Our service is primarily assisting Applicants however in matters of conflict, we can assist Respondents. This duty lawyer service is supplemented with assistance to applicants to prepare Further & Better particulars.

Neighbourhood Justice Centre

The Neighbourhood Justice Centre (NJC) is Australia's only community justice centre. It is located in Collingwood and services the City of Yarra. The NJC is committed to resolving disputes by addressing the underlying causes of harmful behaviour and tackling social disadvantage. We provide a range of services including:

- legal advice and representation in the following jurisdictions: Magistrates' Court (including the Family Violence Intervention Order List, summary crime), VCAT (the Residential Tenancies, Civil, Guardianship and Administration Lists), Children's Court, VOCAT and Infringement Court matters;

- assisting with general legal advice to residents from the City of Yarra who attend the NJC; this includes (but is not limited to) advice on matters of criminal law, family law, tenancy, family violence and personal safety; and
- actively contributing to the multi-agency leadership group, to community engagement, community development, community legal education and progress systemic change where appropriate.

Employment Law Clinic

The Employment Law Clinic is open to individuals from overseas who have been underpaid or exploited in employment including:

- International students (500 visas)
- People on working holidays (417 and 462 'backpacker' visas)
- Workers invited to Australia through the Temporary Skills Shortage program (TSS visas)
- Refugee and humanitarian visa-holders.

We assist with issues such as recovery of unpaid wages and entitlements; advice about correct rates of pay; unpaid training; unauthorised deductions from pay; unfair dismissals and breach of general protections laws; sham contracting; and workplace bullying, injuries and discrimination. We do not advise on immigration law.

Prisoner Advocacy Service

We provide a much-needed service to imprisoned people across the state. Advocating for imprisoned people to have better access to health, information, property rights and generally better conditions continues to form the bulk of the service's work. We also collaborate with other community legal centres and community-based groups who work with imprisoned people to share knowledge and work towards having greater collective impact for our clients.

Public Interest Work

We work within a community development framework to engage in strategies of empowerment for communities and individuals in their dealings with the law. These strategies include:

- public interest litigation;
- advocacy in areas of policy and law reform;
- partnership building and engagement/collaboration with stakeholders;
- a wide-reaching community legal education program.

Our staff work across programs to identify trends, legal literacy needs, and law reform priorities for our social justice and advocacy work.

Publications and online resources

We publish and distribute a range of hardcopy and online material including:

- *The Law Handbook* (LHB) – available for sale in hardcopy, ebook and individual PDF chapters and free online at www.lawhandbook.org.au;
- Activists Rights – www.activistrights.org.au;

Financial Counselling

In partnership with Better Place Australia, financial counselling services are provided via the co-location of a financial counsellor at our Fitzroy Town Hall premises.



The 3 Pauls at Fitzroy Town Hall night service, L-R: volunteers Paul Goddard, Paul Latimer and Paul Johnson

Core ongoing funding is provided by Commonwealth of Australia Attorney-General's Department, the Victorian Government and Victoria Legal Aid.
We thank them for their ongoing support.

We would also like to thank the following organisations and individuals for their contributions:

- **Allens** for pro bono support, secretarial assistance and funding the Trainee Lawyer;
- **City of Darebin** for funding support for the East Preston and Northland Youth Outreaches;
- **City of Yarra** for funding for the Fitzroy evening legal advice service;
- **Federation of Community Legal Centres (Vic)** for funding support via the Integrated Services Fund 2018-2019 for the Darebin Drug Outreach Lawyer Program;
- **Inner North Community Foundation** for funding the Activists Rights Website Update and supporting our IT project;
- **Neighbourhood Justice Centre** for their contribution towards funding FLS services delivered at the NJC, provision of meeting facilities and support on a range of programs;
- The Drug Outreach Lawyer Program, Family Law and Family Violence Health Justice Partnerships, Further & Better Particulars Program, Legal Health Checklist Project and Employment Law Clinic are supported by the **Victorian Government**;
- **Victorian Legal Services Board Grant Program** for funding the "Women Transforming Justice" Project and the "Rachel & her Children" Project;
- Christopher Horan QC;
- Rowan Minson;
- Alexander Solomon-Bridge;
- Baptcare Sanctuary;
- Better Place Australia;
- CoHealth;
- Deloittes;
- Drummond Street Services;
- Fitzroy Learning Network;
- Flat Out;
- Harm Reduction Australia;
- Heidelberg Magistrates Court;
- Human Rights Law Centre;
- JobWatch;

- Justice Connect – Not for Profit Law;
- Justice Connect – Homeless Law;
- Kookaburra Club;
- Law & Advocacy Centre for Women;
- Lawyers for Animals;
- Launch Housing;
- Liberty Victoria;
- Melbourne Polytechnic;
- Mind Australia;
- NEMA Orange Door;
- North Richmond Community Health;
- Odyssey House;
- RMIT Centre for Innovative Justice;
- Springvale Monash Legal Service;
- St Mary's House of Welcome;
- Victorian Aboriginal Legal Service;
- Uniting Care ReGen;
- VAADA;
- Yarra Drug and Health Forum;
- Your Community Health;
- Youth Projects;
- YSAS;

For substantial pro bono support:

- Clayton Utz;
- DLA Piper;
- Dentons;
- Gagens;
- Kenna Teasdale;
- King & Wood Mallesons;
- K&L Gates;
- Maddocks;
- Maurice Blackburn;
- Minter Ellison;
- Robinson Gill Lawyer.



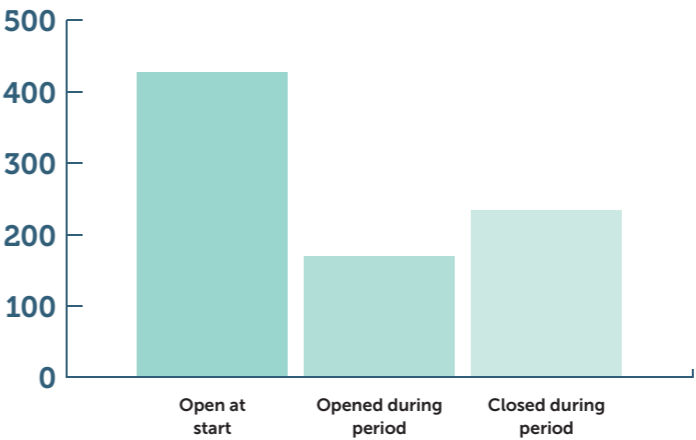
This CLC is funded and supported by Victoria Legal Aid

SERVICES PROVIDED:

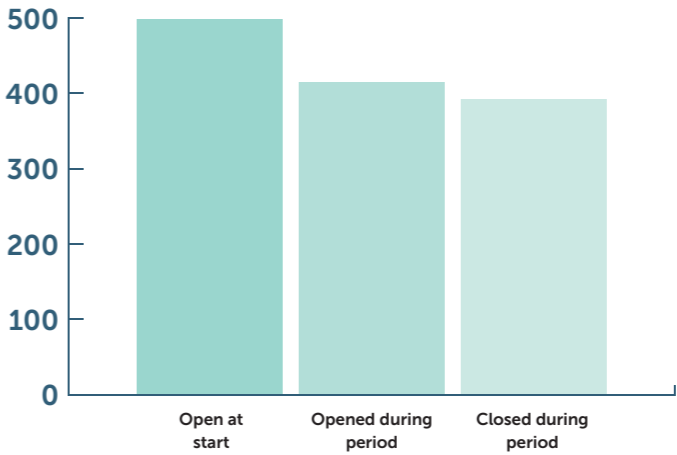
4,966 Legal advices
1,523 duty lawyer services

2,058 SERVICES HAD A FAMILY VIOLENCE INDICATOR

OTHER REPRESENTATION SERVICES



COURT/TRIBUNAL SERVICES



CLIENTS

Total Clients 4,872



STAFF

Franky Bain – Senior Community Lawyer, NJC

Jennifer Black – Principal Solicitor

Emily Buchanan – Senior Criminal Lawyer (until January 2019)

Laura Button – Women's Leadership Program Coordinator (from May 2019)

Daniel Brown – Data Entry

Deb Brown – Front Office Support

Angus Cameron – Community Lawyer NJC (until December 2018), Drug Outreach Lawyer (from January 2019)

Mi-Lin Chen Yi Mei – Volunteer Coordinator (from October 2018) & Drug Outreach Program Coordinator (from January 2019)

Ella Crotty – Senior Lawyer, Family Law and Family Violence

Helen Davidson – Senior Lawyer, Family Law and Family Violence

Tori Diamond – Client Services & Administration Officer, Office Manager (from June 2019)

Claudia Fatone – Chief Executive Officer

Jill Faulkner – Women Transforming Justice Project Manager (from May 2019)

Meghan Fitzgerald – Social Action, Policy and Law Reform Manager

Karen Fletcher – Senior Lawyer

Yasmin Geneva – Criminal Lawyer

Florence Godfrey – Client Services & Administration Officer (from June 2019)

Lauren Gordon – Senior Lawyer

Paul Kidd – Trainee Lawyer (until January 2019), Community Lawye-r NJC (from February 2019)

Beth King – Outreach Lawyer

Albert Kuan – Finance Officer

Sophie L'Estrange – Community Education & Projects Officer (from November 2018)

Amre Levy – Family Lawyer

Morgan Nyland – Community Lawyer, Employment Law Clinic

Michelle Parrott – Client Services Officer (until April 2019)

Megan Pearce – Women Transforming Justice Project Manager (until May 2019)

Emel Ramadan – DCLC Centre Manager (until January 2019), Integration Manager (February to June 2019)

Mark Rawlings – Night Service Coordinator (Fridays)

Naomi Saligari – Law Handbook Editor

Odette Shenfield – Trainee Lawyer (from March 2019)

Adrian Snodgrass – Senior Lawyer and Night Service Manager (to April 2019), Principal Solicitor, Fitzroy Night Service & Employment Law Clinic (from April 2019)

Annaleise Vulin – Family Law Paralegal (from October 2018)

Tuvan Vuong – Finance Assistant

Linda Waters – Family Violence Lawyer

Madeline White – Paralegal, Social Action Team (to November 2018)

Donna Williamson – Women's Leadership Program Coordinator (until April 2019)

Adam Willson – Drug Outreach Lawyer (until December 2018), Senior Drug Outreach Lawyer (from January 2019)

Hui Zhou – Principal Solicitor

BOARD AND COMMITTEES

Darebin Community Legal Centre Inc.

Committee of Management
(1 July 2018 to 29 November 2018)

- **Bonnie Renou** (Chairperson)
- **Dylan Goldsworthy** (Deputy Chairperson)
- **Alan Yang** (Secretary)
- **Michael Nguyen** (Treasurer)
- **Chanphyna Bou**
- **Tiernan Christensen**
- **Reeanna Maloney**
- **Rebecca Middleton**

Committee of Management
(29 November 2018 to 31 January 2019)

- **Bonnie Renou** (Chairperson)
- **Dylan Goldsworthy** (Deputy Chairperson)
- **Chanphyna Bou** (Secretary)
- **Rebecca Middleton** (Treasurer)
- **Tiernan Christensen**
- **Reeanna Maloney**
- **Alan Yang**

Fitzroy Legal Service Inc.

Board (1 July 2018 to 29 November 2018)

- Bruce McBain (Chair)
- Vera Boston
- Catherine Charleson
- Fiona Delahunt
- Claire Febey
- Fran Jacka
- Sandra McKay
- Ben Walkenhorst

Board (29 November 2018 to 31 January 2019)

- Bruce McBain (Chair)
- Vera Boston
- Catherine Charleson
- Fiona Delahunt
- Claire Febey
- Fran Jacka
- Sandra McKay (to 12 December 2018)
- Ben Walkenhorst

Committees

Finance, Audit and Risk Committee

- Vera Boston, chair
- Roslyn Aikman
- Peter Loukas
- Naomi Munga
- Gerry Schembri

Publications and Philanthropy Committee

- Sandra McKay, chair
- Ben Walkenhorst, chair
- Michelle Batsas
- Robert McGuirk
- Tracy O'Shaughnessy
- Brian Wright

People Committee

- Fiona Delahunt, chair
- Vera Boston
- Glenn Caterer
- Frances Jacka
- Donna Ross

Fitzroy Legal Service Inc.

Board (from 1 February 2019)

- Dylan Goldsworthy (Chair)
- Vera Boston (Deputy Chair)
- Catherine Charleson (until 30 May 2019)
- Tiernan Christensen
- Fiona Delahunt
- Claire Febey
- Jeremy Levine (from 30 May 2019)
- Reanna Maloney (until 2 May 2019)
- Bonnie Renou

Committees

Finance and Audit Committee

- Vera Boston, chair
- Roslyn Aikman
- Tiernan Christensen
- Peter Loukas
- Rebecca Middleton
- Naomi Munga
- Gerry Schembri

People Committee

- Fiona Delahunt, chair
- Glenn Caterer
- Bonnie Renou
- Donna Ross

LIFE MEMBERS

Sue Bothmann

Brian Collingburn

John Finlayson

Julian Gardner

Tessa Hay

Robin Inglis

Michael Kingston

Henrik Lassen

Trevor Williamson

Brian Wright



**Thursday 28 November 2018,
a historic day, when members of two Community
Legal Centre's each with their own distinctive
culture and long history voted to support a merger.**

This marked both an ending and a new beginning, one that would maintain historic roots whilst creating a stronger and more sustainable organization to service legal needs of clients in the northern corridor of Melbourne. The resolution was legally consummated a few months later by Consumer Affairs Victoria, registering a new combined entity, Fitzroy Legal Service Inc., which has also maintained the history of the Darebin brand. Legal structures however are not core to what we do; core is our staff, volunteers and members.

Finance and other matters are covered elsewhere, I want to acknowledge and pay tribute to the staff who as the merger inched forward to the AGM date continued to reach out to people in legal need, maintaining business as usual, whilst at the same time participating in discussion and action to ensure a successful strengthening of and sustainability of community legal and outreach services in the northern corridor of Melbourne.

I particularly acknowledge the work done during this period by Emel Ramadan, Claudia Fatone and the Principal Solicitors of both bodies, it is a tribute to their dedication and leadership that two staff and resourced strapped organizations could combine day to day operations with merger planning; it is also tribute to the staff of both entities. There was often serious debate about

structural issues that could have derailed the merger proposal, however each issue was dealt with constructively ensuring that the process was owned by staff, steering committee and respective Boards ensuring positive outcomes and trust between the entities

I would like to acknowledge the steering committee members and members of both Boards some of whom stepped aside to ensure a high calibre Board which provided for equal representation from both entities. My successor as chair of the merged entity Dylan Goldsworthy will report on Darebin and the 5 month results of the merged entity.

Finally I would like to acknowledge the financial stewardship of Albert Kuan who as finance officer applied his financial skills to ensuring a smooth transition to a single entity. Albert who was Finance Officer at FLS over a long period left post June 30 to have some leisure time and develop an accounting practice, this is my opportunity to acknowledge his dedication and commitment to the management of FLS's finances which ensured a successful financial transition of Darebin and FLS to a combined entity.

Bruce McBain

Chair of the Board
Fitzroy Legal Service
February 2014-January 2019



*L-R: Dylan Goldsworthy, Ben Walkenhorst, Bonnie Renou and Bruce McBain
present at Volunteers & Members Forum held in August 2018*

This year marked an extraordinary achievement for the history of Fitzroy Legal Service and Darebin Community Legal Centre. The hard work dedicated to the amalgamation project cannot be understated.

The combined efforts of Emel Ramadan, Claudia Fatone, Joanne Butterworth-Gray, Hui Zhou, Jen Black and Adrian Snodgrass provided DCLC's Committee of Management and FLS' Board the insight and expertise into how we could best support and govern the amalgamation.

Since becoming the Co-Chair of DCLC's Committee of Management and later it's Chair, I have had the privilege of working with so many caring and committed board/committee members and workers from each centre. I am thankful for everyone's patience and trust, and also their genuine attempts to raise and resolve areas of concern.

Focussing on DCLC, the Centre has made some significant and positive changes. Some particular highlights have been the Centre's move to Reservoir, which has

shifted the Centre to an area with greater legal need and to a more practical space; the Women Transforming Justice Project, which has provided a pathway for women to be empowered and develop leadership and the Minogue appeals at the High Court, which were substantial challenges to human rights abuses.

Unfortunately I have stepped away from FLS' Board, however, I am confident that the amalgamated board's vision and Claudia Fatone's leadership will ensure both organisations will be stronger and more effective in delivering access to justice.

I'd also like to say a special thanks to the former DCLC Committee of Management for their conviction and hard work - Chanphyna Bou, Alan Yang, Bonnie Renou, Tim Christensen, Rebecca Middleton and Reeanna Maloney.

Dylan Goldsworthy

Chair of the Board
Darebin Community Legal Centre & inaugural
Chair of amalgamated entity

This year has been an incredible year of change, growth and development for the legal practice, with challenges and opportunities associated with the merger of FLS and Darebin CLC forming a central focus of our work.

Determining what the merger will mean in practice for the organisation, our clients, and our community has been an iterative and collaborative process. On 1 February 2019 the two organisations merged to become a single entity, running two separate legal practices. The merger of the legal practices would not take place until 17 September 2019.

Preceding the amalgamation of the legal practices, a large body of work was undertaken to identify the issues around risk, exploring the best frameworks for service delivery, and a legal practice structure that would shore up the capacity to continue to assist a large number of clients and avoid conflicts of interest.

In January 2019, staff from both organisations came together for the first time and contributed honestly and constructively at a planning day of the new organisation. This provided an opportunity to learn about the many synergies between the two organisations: our work, our shared values, and our commitment to our communities and to our clients. We were also able to explore the opportunities that the new amalgamated organisation could bring: a richer wealth and breadth of experience, greater energy for change, and strength in collaboration.

Together the staff designed and settled on a transitional organisational structure, which would enable us to test the needs of the new organisation, and provide time to build strong foundational processes to guide us smoothly to the next phase: the merged legal practice.

With expert assistance from pro bono partners Allens, and Clayton Utz and the incredible support of the Victorian Legal Services Board, we have established a conflict and information barrier policy that enforces an Information Barrier between our Night Legal Services and

our Day Legal Practice, to minimise conflicts of interest and maximise our ability to continue to assist as great number of clients. We have also embedded a system of support and supervision across the legal practice and provided for greater opportunities for professional development for our lawyers. The challenges of working across our three offices - Fitzroy Town Hall, Reservoir, and Neighbourhood Justice Centre - also gave rise to opportunities to enhance our use of technology across the sites, prompting a move towards online file management tools and meetings across sites.

Whilst not yet one legal practice, the two organisations successfully collaborated on a number of important projects, including:

Royal Commission into Mental Health - FLS authored a submission to the Royal Commission that focused on criminalisation and imprisonment of people with psycho-social disability.

Spent convictions - FLS gave evidence at a public hearing before the Standing Committee on Justice and Social Issues Inquiry into Spent Convictions, and also made a written submission to the Inquiry. The submission also showcased the work of Women Transforming Justice, and the barriers faced by women with lived prison experience in gaining employment due to their past convictions.

We thank our incredible team of lawyers, paralegals, admin colleagues and volunteers for their support this year - they have embraced the challenges of the year with confidence, assuredness and their usual zeal. Despite a huge amount of organisational change and the added pressures that this inevitably brings, FLS and Darebin CLC's legal practices continued to deliver targeted, accessible, high-quality services to our community, working together where possible, and learning from each other along the way. We have focused on building the strong foundations that will sustain our practice in years ahead and are excited for the next chapter in the history of our legal service.

Jen Black, Adrian Snodgrass & Hui Zhou

Principal Lawyers

Family Violence – CASE STUDY

Faye* was a teenager when her 20 year relationship with her estranged partner Michael began. Initially he was physically abusive, however over time this lessened as his conduct became expertly coercive, manipulative, denigrating and emotionally abusive. There were entrenched patterns of control and domination that, after many false starts and with maturity and determination, Faye eventually escaped. She made her own application for the protection of a 'no-contact' Family Violence Intervention Order. Michael contested the application. We drafted Further and Better Particulars (FBPs) of relevant past family violence and the most recent incidents on which Faye relied to satisfy the Court that a final order should be made. These incidents included breaches of the interim order. The client later emailed us to advise:

"...I have been meaning to email and debrief you about my experience in court for the contested hearing. It was successful and I was granted a five year order. The FBP was heavily relied on and I am so grateful to have had it ... very grateful for all the work you did. I would have been very put on the spot without it..."

Group legal action to support vulnerable residents of residential park – CASE STUDY

Since early 2018 and originating through our previous outreach at Your Community Health's East Reservoir Community Hub, we have engaged in joint advocacy with Darebin City Council and the Housing for the Aged Action Group to support vulnerable residents of a local residential park to enforce their tenancy rights. In March 2019 Darebin CLC, with pro bono support provided by Minter Ellison's Anton Hermann, Justice Connect and Barrister Ragunath Appudurai, launched legal action in the Victorian Civil and Administrative Tribunal on behalf of a number of residents fighting against excessive rent increases and eviction. In May 2019 this settled favourably for tenants, with Notices to Vacate and Notices of Rent Increase being withdrawn.

Migrant Employment Clinic – CASE STUDY

In *Murphy v Rooney* (2019) FCCA 547 we acted for Joe Murphy*, a young backpacker on a working holiday visa who answered an ad on Gumtree to work for 'Dan's Home Care'. Mr Murphy* was required to walk 20 kilometres a day delivering flyers, for which he would be paid \$150. He performed the work, was not paid and the employer disappeared.

Mr Murphy had taken a photo of the employer's licence plates. We applied to the Magistrates' Court for an order requiring VicRoads to reveal the employer's address, and then issued proceedings in the Federal Circuit Court to recover the underpayment.

The Court found that the employer was prepared to 'scam' Mr Murphy to continue to work on a daily basis for so long as it took him to twig to the reality that he was being taken advantage of, and that the employer's conduct was 'deliberate, brazen and unapologetic'.

The Court ordered the employer to pay the wages owed, together with a civil penalty in the amount of \$3,000. To our knowledge this is the first time a civil penalty under the Fair Work Act has been ordered to be paid to a community legal centre.

(*names have been changed)

Case Studies

YARRA DRUG OUTREACH PROGRAM

We met the client at the Medically Safe Injecting Room while he was having a hot drink. The client came from a background of extreme trauma and he had also been diagnosed with schizophrenia. We introduced ourselves as lawyers and he mentioned that he had a current legal issue but did not have a lawyer. Our lawyer obtained the legal documents and realised that the client was facing a lengthy term of imprisonment for offences that directly correlated with his homelessness and drug use.

Our lawyer then organised for the client's various support services to be coordinated. When the client was subsequently remanded, the lawyer was in a position to facilitate a treatment plan and make appropriate referrals to ensure his earlier release. Because of the presence of the coordinated wrap around services and the lawyer's advocacy, the Magistrate not only released the client far earlier than anticipated but imposed a good behaviour bond.

Subsequently, the client raised issues with his community treatment order and the lawyer is now advocating for the client regarding his current compulsory treatment order with the Mental Health Tribunal.

Generalist Services

Zena* is the mother of 5 children, living in a DHHS property in Heidelberg.

When she and her family moved into the property after arriving in Australia seven years ago, she and her husband were named on the lease as joint tenants.

Two years ago, the relationship broke down and her husband left, but because his name was on the lease, the monthly rental continued to be calculated according to both their incomes. The estranged husband contributed nothing financially to the family, and though Zena had pleaded with him to declare he had left the property so that DHHS could create a new tenancy, he refused.

Zena's rent was more than she could afford on her Centrelink income and she had fallen behind in her rent. DHHS were taking her to VCAT seeking a warrant of possession – that is to evict she and her children because of rental arrears.

FLS assisted Zena in an application to VCAT to declare that the husband had abandoned the tenancy, providing evidence of the abandonment. VCAT made this declaration, which allowed DHHS to remove the husband's name from the lease, and create a new tenancy naming Zena as the sole tenant. This also allowed DHHS to recalculate the rent according to Zena's income, so that she and her children could afford to remain in the property.

Drop in Night Service (Reservoir)

Penny* came into night service with a police brief and a court date at Heidelberg Magistrates' Court for breach of Personal Safety intervention order.

Penny was 53 with no prior convictions and a history of depression and drug use. She had had some conflict with a neighbour living in her street, which had led to personal safety intervention order being made, and Penny was charged with breaching the safety order by speaking to her neighbour when she wasn't supposed to. Penny had since left the property and gone into rehab.

FLS night service advised Penny on her options at court, and discussed the possibility of diversion. The Night service lawyer helped Penny to draft an email to the informant and request that he recommend her for the Diversion Program. Penny was also advised on how to prepare for court, getting together materials to show how she'd addressed issues leading to the conflict with her neighbour. Penny was recommended for the Diversion program, and is waiting for her court date.

Family Law Matter

FLS's client is the Father to a primary aged child. Prior to FLS's involvement in the matter, Final Federal Circuit Court Orders had been made for the child to live with the mother and spend significant time with the father. Both mother and father lived close to each other in Melbourne and the child had a step-sibling that she has a close relationship with.

FLS became involved in the matter when the father attended the Day Service for an urgent appointment. The Mother had unilaterally decided to relocate with the child to another State, contrary to the client expressing his clear disapproval of the relocation. The mother enrolled the child into a local primary school.

An urgent Recovery Order application was filed with the Federal Circuit Court. At the hearing, Mother appeared via telephone and requested an adjournment to obtain legal advice and file responding material. This request was strongly opposed. The urgent Recovery Order application was granted.

The Court made orders for the child to live with the Father, until such time as the mother returned to live in Victoria. The Court further ordered that should the Mother return to Victoria, the Final Parenting Orders made in 2017 would resume.

The child was returned to the Father. The mother's communication with the child during this time became manipulative and controlling. Threats were made by the mother to the father. The client was provided with advice on applying for an Intervention Order to protect the child and the father. As the school holidays were approaching, the father agreed for the child to spend time with the mother over the school holidays and facilitated the child's interstate travel. The mother agreed to pay the cost of the child's return. The agreement was made via text message. The mother failed to return Child to the father as had been arranged. The Father instructed FLS to apply for a Second Recovery Order.

The mother returned the child on the date of the hearing. Just prior to the hearing taking place, the Judge made an order that should the Mother leave the Court without coming before him, she would be arrested. Negotiations took place between the mother's legal representative and FLS. The urgent nature of these applications made FLS's role in the proceedings vitally important for the client.

(*names have been changed)

Night Service (Fitzroy)

In 1972 a group of legal volunteers set up Australia's first free legal advice service in the basement of the Fitzroy Town Hall. The night service became the genesis not just for the Fitzroy Legal Service but for all community legal centres and Legal Aid Commissions across Australia. 47 years later we're still here. Every weeknight through a free, drop-in legal service we help people get out of debts, tackle employment disputes, escape family violence, avoid criminal records and solve administrative nightmares.

In the 2018-19 financial year the night service provided 4,144 consultations to clients, up from 3,711 the previous year and representing about 1.1% of community legal centre services nationwide. With more cuts to Legal Aid services this year, the work of the night clinic is becoming even more critical. The service is not catchment-bound and people are coming to us for help from as far away as Ballarat, Bendigo and Shepparton.

We now have about 200 volunteer lawyers and paralegals donating their time and skills to assist the community. This year through the amalgamation the night services of Darebin and Fitzroy have joined forces. In September we welcomed Glen Ludbrook - a veteran community legal centre campaigner - as the supervising solicitor in the Reservoir office. The work of the night service is phenomenal. Many thanks to the hard-working lawyers and students who keep it that way.

DRUG OUTREACH LAWYER PROGRAM EXPANSION

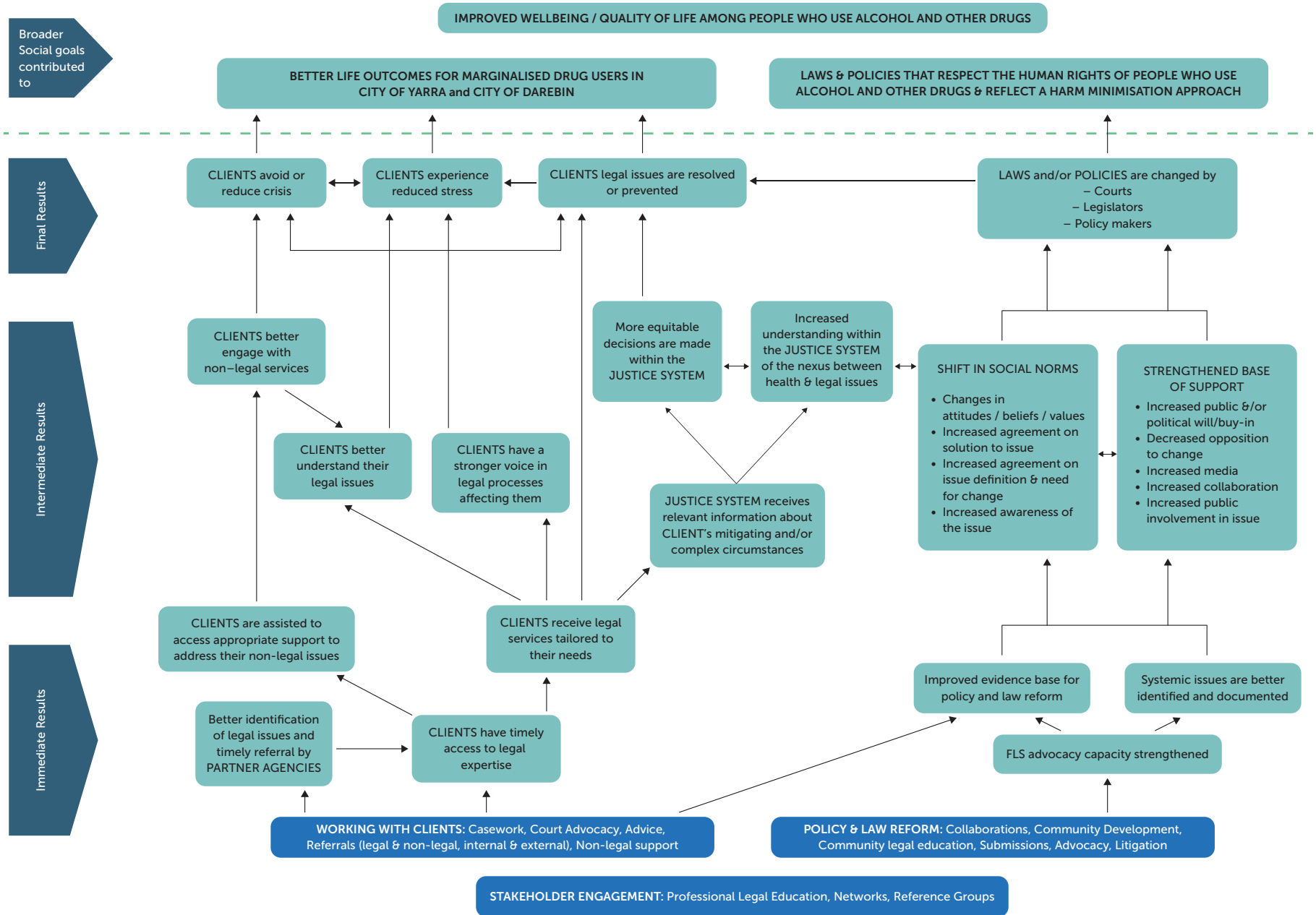
The Drug Outreach Lawyer program provides legal services to vulnerable drug users, assisting with the rehabilitation process and harm minimisation by providing appropriate legal supports to reduce the negative impact of legal problems faced by drug users. The legal support will vary depending on the needs of the person. One off advice may be necessary for one matter where as another person may require extensive court work. In recognition of the effectiveness of the City of Yarra Drug Outreach Lawyer Program, we have been able to expand the program into the City of Darebin in 2019, in partnership with Uniting ReGen and YSAS (Youth Support and Advocacy Services). This work was funded through the Victorian Department of Justice and Community Services Integrated Services Fund 2018-2019, administered by the Federation of Community Legal Centres, and we have been successful in securing a second year of funding for 2020. The expansion of the Drug Outreach Lawyer program into Darebin has provided an opportunity to revisit the Yarra program (operating since 2001). In that time it has enabled positive legal outcomes and timely referrals for clients with health harming legal needs, who may not necessarily initiate contact with a legal service. With the establishment of our Theory of Change, a copy of which is provided on the following page, it has highlighted ways in which we could improve the Yarra program, particularly around better data collection and linking in client experiences and voices to our advocacy work.



DCLC Staff, L-R: Emel Ramadan, Michelle Parrott, Beth King.

(*names have been changed)

THEORY OF CHANGE - DRUG OUTREACH LAWYER PROGRAM





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WOMEN TRANSFORMING JUSTICE PROJECT

This year has seen the implementation of the three key elements of Women Transforming Justice project. Funded by the Victorian Legal Services Board, the project is aimed at reducing the rising and unacceptable number of women incarcerated. The most recent publicly available data from Corrections Victoria shows:

- 31 August 2019, Dame Phyllis Frost Centre (DPFC) had 490 prisoners, Tarrengower had 60
- 31 Aug 2019, 289 were sentenced, 262 were un-sentenced
- 30 June 2018, there were 79 Indigenous women (out of 563 women total) in prison in Vic
- Of those 79 women, 40 were on remand (Indigenous women prisoners were more likely to be on remand than all other prisoner cohorts at that time).

Women Transforming Justice was Initiated and implemented by Megan Pearce and Hui Zhou and has three elements that ensures the project is focused on systemic change; service support, women's leadership and systemic advocacy.

SERVICE SUPPORT PROGRAM

The service response element of the project focuses on reducing the number of women incarcerated through an integrated and gender responsive intervention in the Magistrates Court. This is provided by a legal/non legal partnership between Law & Advocacy Centre for Women (LACW) and Flat Out. It is widely known that many women in prison experience a range of complex social conditions; including but not limited to homelessness, childhood experiences of abuse and violence with long term traumatic effects, recent and ongoing family violence and a relationship with drugs and alcohol.

Since legal reforms relating to bail have been enacted in Victoria in mid- 2018, it has made it harder to be released on bail. Given that in 2017, 88% of all women entering prison in Victoria were on remand and two thirds of women whose period of remand ended were released from prison without serving any time under sentence, there are concerns that the harsher bail laws are further disadvantaging women.

For the six months that the integrated service response has been fully staffed, 30 women have been part of Women Transforming Justice, and represent an 85% success with supporting women to be bailed to the community for the period of their remand.

An external evaluation by Centre for Innovative Justice will release a final report in 2020, however early learnings indicate the success of this "wrap around collaboration" is dependent on building pathways across drug, housing and family violence services that will sustainably provide ongoing support for women on remand in the community.

Women Transforming Justice Project – CASE STUDY

Grace* is a 42 year old aboriginal woman from regional Victoria with limited prior criminal history. She is remanded in custody at the Melbourne Magistrates Court in relation to warrants for failing to appear at court in answer to her charges. Her charges span 4 police briefs and date back to 2017. She has been living as a transient/homeless woman in Melbourne for at least 5 years. Her personal history is difficult to glean due to longstanding mental health issues that are worsened by homelessness and resultant drug and alcohol use.

She is referred to the Women Transforming Justice project and seen by a LACW lawyer and Flat Out case manager. An application for bail is made successfully and she is bailed to a mental health facility. The case manager liaises closely with the staff and aboriginal liaison officer, and she is visited frequently there. She is assisted to access mental health treatments and other supports in the community. She attends court on multiple occasions with her LACW lawyer and Flat Out case manager for the Magistrate to monitor her progress. When the case finalises some months later, she is linked in with multiple support agencies, has reconnected with her mother, is assisted to housing and has stabilised in relation to her mental health treatment. She is sentenced to a good behaviour bond. Without the integrated, specialist support provided by the partnership of the lawyer and case manager within the WTJ team, there is little doubt she would have spent her days in custody until her cases were finalised and have then been released without any support in the community.

WOMEN'S LEADERSHIP GROUP

The Women's Leadership Group is comprised of women with lived experiences of incarceration criminalisation who meet weekly to develop their skills and knowledge of the service system, build advocacy and critical reflection skills and engage in healing justice opportunities to facilitate the voices of women with lived experience into policy documents, Royal Commissions, and presentations at conferences and workshops. Since June 2019 these women have become casual employees of Fitzroy Legal service and have been competently and creatively supported by Laura Button the Women's Leadership Group Co-ordinator.

The women collectively submitted to the Royal Commission into Mental Health, Spent Convictions paper, presented at the Reintegration Puzzle Conference, presented to RMIT Law students, were part of a workshop at the "Accountable for Harm" conference run by Flat Out, and recently participated in making a podcast with Philanthropy Australia.

They have participated in multiple training sessions including Mental Health First Aid (Red Cross), Beyond 000 (Flemington/Kensington CLC Police Accountability project), Consent and Confidentiality training (Switchboard), Understanding Intersectionality and Women by WIRE and, Service Mapping by Flat Out Family Violence Project.

More recently in partnership with WIRE the Women's Leadership Group have been offering a coffee morning for other women who have experiences of incarceration. Through the group's participation in a Journey mapping with Centre for Innovative Justice as part of the evaluation we are currently working with the women to review and develop a program for next year that will support other women who have been incarcerated and broaden our network of women with experiences of incarceration and the opportunity for their voices to be elevated.

(*names have been changed)

SYSTEMIC ADVOCACY AND REFORM

Women Transforming Justice (Megan Pearce and Hui Zhou) have been very involved in the Pilot Study of women’s bail and remand outcomes in Melbourne Magistrates Court with Dr Emma Russell, La Trobe University, Dr Bree Carlton and Dr Danielle Tyson, Deakin University. Post the release of the initial findings we look forward to a continued partnership in the expansion of this research.

We are currently working with the Public Interest Team to gather information to support an Inquiry into the outcomes for women who are imprisoned and have child protection engaged in the care of their children. Anecdotally we have heard from many women of the lack of contact with their children once they are in prison with women not knowing the conditions of the orders or arrangements for their children.

With Dame Phyllis Frost Centre having 262 women in prison on remand we are interested in establishing a prison bail program that can support women with applications for bail through the Supreme Court. We are currently exploring this proposition with our Public Interest team and criminal lawyers.

In concluding, I have been managing Women Transforming Justice since June 2019 in Megan’s leave of absence. The project has a high profile across funding bodies and government departments and has been able to raise the experiences of women in the criminal justice system. There are many gaps in the service system which deeply impact the possibility for women with lived experiences of incarceration to be re-membered into communities. We understand and will continue to build knowledge to shape service responses around the relationship between women’s experiences of family violence and their offending behaviour. This is made possible by funding provided by Victorian Legal Services Board over the next two years. I would also like to thank colleagues and managers who tirelessly and passionately open space for working to support women in more just and respectful ways.

Jill Faulkner

Manager – Women Transforming Justice



Women’s Leadership Group work around structural oppression and safety.

RACHEL AND HER CHILDREN

Fitzroy Legal Service (FLS) received a grant from the Victorian Legal Services Board Grants Program to pilot a family violence multi-disciplinary practice project, commencing 1 March 2019 to June 2020. The ‘Rachel and children’ model is hinged on collaboration between legal and child focused services. The project is being delivered in partnership with Save the Children Australia (SCA).

The project arose from the experience of our Family Violence/Family Law team, who undertook several matters where desired legal outcomes could not be reached for clients due to the system’s inability to meet the non-legal needs of their children; who in their own right were victim/survivors of family violence. A primary objective of the project is to improve outcomes for our clients and their children through cross-system collaboration.

A Community lawyer/Project Coordinator commenced with FLS in May 2019, along with a Child Support Worker (CSW) employed by SCA. Our lawyer will engage with adult primary carers who are victim survivors of family violence regarding intervention orders, family law, or tenancy matters. With the informed consent of our client, the CSW will assess the needs of the family using a child focused lens. Thereafter, children will be supported and linked to appropriate SCA programs and external services in the City of Yarra.

The partnership will allow FLS to establish safer ways of working with children, and for SCA program staff to improve their legal literacy, legal need identification and referral systems. To facilitate this, we are designing cross-organisational surveys and training modules to develop a base-level of knowledge about our respective disciplines.

Warm referral pathways are being established between SCA program staff as well as FLS staff more broadly. Further, materials are being developed for the use of external stakeholders, including an Information sheet, primary carer legal needs and children’s non-legal needs ‘health check’ document, and referral form.

An external Evaluator has been engaged from the outset to contribute to the implementation of the model, and moreover, to evaluate its effectiveness. We have formed a cross-organisational working group who will regularly meet with the Evaluator to develop the model. A Project Advisory Committee comprised of key stakeholders in the City of Yarra is being established to further inform project implementation, and advocate for systems and policy change.

We have formed partnerships with the Connie Benn Centre and the Neighbourhood Justice Centre who have generously offered us consultation space, in anticipation of our service delivery phase.

Victorian Legal Services

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LITIGATION

Mothers and Children Program

Prior to the formal amalgamation, Darebin Community Legal Centre and Fitzroy Legal Service collaborated with K&L Gates on a matter regarding the statutory interpretation of the Corrections Act 1986 (Vic). We were connected with the client through the Darebin Community Legal Centre's prisoner advice service after her application to be part of the Mothers and Children Program was refused.

In recognition of the short- and long-term benefits of keeping mothers and children from being separated (both for families and the broader society), the Mothers and Children program allows for children under school age to live with their mother in prison. Applications are successful where the mother would have the day-to-day care of the child if they weren't in prison, where it is in the best interests of the child to reside with their mother, and the child can be safely accommodated.

Our client's application was refused because it was asserted by the decision maker that she would not have day-to-day care of her child were she not in prison. On reviewing the application, supporting documents, and our client's history we believed that she would indeed be the primary care giver for her child were she not in prison and that the decision to reject her application was based on a misinterpretation of the Corrections Act. We obtained counsel and informed the Department of Justice and Community Safety of our intentions to initiate court proceedings on this ground.

We met with our client in prison to take detailed instructions and complete her affidavit. Soon after the application for Judicial Review was filed in the Supreme Court we received confirmation from the Department that they had decided to revise their original decision and would approve our client's application. Mother and child were reunited within days.

Minogue v State of Victoria (No 2)

Darebin Community Legal Centre acted for Dr Craig Minogue in his second High Court challenge to legislation intended to keep him in prison for the rest of his life.

In December 2016 the Victorian Government passed a law which in effect barred Dr Minogue from being eligible for parole unless he was in imminent danger of dying or seriously incapacitated. Darebin Community Legal

Centre assisted our client to successfully challenge this law, with the Full Court of the High Court of Australia finding that the law did not apply to him.

Within a month of this decision, new laws were introduced and passed, adding an ad hominem provision which named our client by name and again precluding him from being considered for parole.

In this second challenge, our client argued that the effect of the new laws was a punitive legislative exercise of judicial power, amounted to cruel, unusual, and degrading treatment and punishment and contrary the rule of law. Although the Court ultimately upheld the legislation and found against our client, it was an important case for our centre to have acted in, as it raised an important question about principles fundamental to our justice system about the overreach of Parliamentary power into the judicial function of the Courts.

We are grateful to Christopher Horan QC, Alexander Solomon-Bridge and Rowan Minson of counsel who acted pro bono for our client and thank them for their hard work and tireless efforts in this case.

ADVOCACY AND GOVERNMENT SUBMISSIONS

Mental Health Royal Commission

We made submissions to the Royal Commission into Victoria's Mental Health System in the development of their terms of reference and a larger submission as part of the community consultations.

Our submission to the terms of reference asked the Commission to take into consideration:

- Protected human rights and international standards in the provision of care to people affected by psycho-social disability;
- Engaging and centring people with lived experience and the use of peer support networks.
- The prevalence of people with psycho social disability and/or trauma in the criminal justice system;
- The recognition of dual-diagnoses (co-occurring substance use addiction and psycho-social disability) and related stigma, discrimination and inequitable legal outcomes.

There were over 2,500 written submissions made during the community consultation. Our submission outlined the vast

overrepresentation of people experiencing psycho-social disability in the criminal justice system and presented both research findings and anecdotal evidence to explain why this is so.

The intersections between the mental health sector and the community legal sector are vast and complex. In drafting our submission, we worked closely with other community legal centres and the Federation of Community Legal Centres in order to ensure that as many important issues as possible were covered without compromising detail.

We drew the commission's attention to research showing the relationships between criminal charges and convictions with histories of family violence, emotional and physical abuse, homelessness and unstable housing, and intergenerational trauma. We also discussed research outlining the inability of criminal justice and prison systems to provide appropriate care responses for people with a psycho-social disability.

The submission was broken down into five headings:

- Integrated services approach
- Dual diagnosis
- Health-based harm-minimisation approach
- Housing and homelessness
- Community care, not prisons

Our recommendations to the Commission included investing further in community-based integrated services; expanding existing and creating alternative mental health crisis responder services; decriminalising public space offences, drug use and personal possession of illicit drugs; reviewing and reforming the current bail laws; and urgently increasing creation and restoration of public housing. We further recommended that the Commission take in-person evidence from imprisoned adults and children and obtain data on mental health services in Victorian prisons.

Spent Convictions

We made oral and written submissions to the Victorian Legal and Social Issues Committee inquiry into a Legislated Spent Convictions Scheme. A 'spent convictions' scheme is a process for wiping certain offences off a person's criminal record. Currently, Victoria is the only state in Australia that does not have a legislated scheme.

In Victoria, a conviction can follow a person for their whole life – preventing them from securing employment and volunteer opportunities, building substantial careers, accessing housing, and even insurance eligibility. The negative impacts of such stressors on other areas of life are obvious. A Victorian scheme would give people the opportunity to move forward with their lives and not be discriminated against for past and irrelevant offences.

An introductory Bill was tabled in parliament by the Reason Party and the Legal and Social Issues Committee was tasked with investigating and proposing a Victorian scheme

to parliament. The Committee called for submissions on how a scheme should be shaped, including: what types of offence should be included, who should be eligible, what the effect of a spent conviction should be, and whether there are circumstances where a conviction should always be disclosed.

We submitted to the committee that every person's life and experiences is individual and distinct – and so are the circumstances that bring someone before the criminal justice system. In recognition of this, we recommended the committee adopt the most flexible scheme as possible so as to be adequately responsive to the diversity of people and cases that will inevitably come in contact with the legislation.

Among other things, we advocated for:

- no blanket exclusions on offence eligibility;
- up to 4 years imprisonment eligibility;
- research to be conducted on the purpose and effectiveness of waiting periods (the time a person must wait before their conviction can be spent);
- mechanisms for appeals and special circumstances applications;
- mechanisms for applications for waivers or reductions of waiting periods; and
- the inclusion of spent convictions as a protected attribute in anti-discrimination legislation.

We submitted that a flexible scheme with wide eligibility parameters and avenues for special circumstances and appeals would have the greatest chance of achieving the purpose and objective of the scheme as well as avoiding perverse and unjust outcomes.

COMMUNITY DEVELOPMENT PROJECTS

Yarra Writers Festival

The inaugural Yarra Writers Festival was held on 6 April 2019. We organised a sold-out panel to talk to Behrouz Boochani about his book 'No Friend But The Mountains: Writings From Manus Prison.' Behrouz Boochani is a Kurdish journalist who was imprisoned on the Australian controlled immigration detention centre on Manus Island, PNG from 2013. Behrouz Boochani has been a fierce advocate for human rights both before and since his detention. While incarcerated he has produced books of poetry, a play, and a documentary in addition to his book.

Due to the continuing restrictions on his travel outside of PNG, Behrouz Boochani joined the event by video-conference from Port Moresby. On the interviewing panel, we were joined by Janet Galbraith – writer, poet, founder of Writing Through Fences, and human rights advocate – and Arnold Zable – writer, novelist, storyteller and human rights advocate. The event was recorded and produced as a podcast on the Yarra Libraries website.

Bridges to Harmony

We partnered with Fitzroy Learning Network and Yarra Libraries again to assist in the Bridges to Harmony Festival at Condell Reserve. Bridges to Harmony is a community park party that celebrates the diversity of Fitzroy and aims to promote social inclusion, human rights, and share commonalities across cultures.

We assisted the event by providing volunteers for donation collection, pack-up and pack-down as well as joining planning meetings and discussions. At the event we also conducted a legal needs survey to gauge what areas of legal education were the most in need in the community. The results of this survey then laid the basis for a re-energised partnership of CLE that FLS will deliver to students of the Fitzroy Learning Network.

Activists Rights Website

This year we undertook a whole site review of the Activist Rights website to update the legal content and to add two new sections – whistleblowing and strategic litigation. The updates included amending penalty rates, referenced legislation, as well as adding new relevant offences and removing repealed ones.

The updates were time consuming but were completed early 2019. They have since been undergoing the process of review and formatting for the site.

We Stand Together Project

We have been a part of the We Stand Together project. The project is facilitated by Yarra City Council, and comprises of representatives from the Victorian Equal Opportunity and Human Rights Commission, the Neighbourhood Justice Centre, cohealth, MiCare, Carringbush Adult Education, Victoria Police, and Crimestoppers. The project was grown out of the Yarra Settlement Forum (a group of community service organisations of the City of Yarra) after the group became aware that residents were frequently experiencing racial and religious discrimination and prejudice motivated assaults.

In 2018 the We Stand together project held a community education forum about the laws covering racial and religious discriminations and vilification, how to report it, and where to get help. The forum was hugely successful and after reviewing the community feedback the project undertook to re-design a second forum.

Over the first half of 2019, as part of the project group, we redeveloped the forum to move away from lecture-style presentations and into a participatory model that recognises the wealth of knowledge and experience of the community member audiences. In addition to the FLS specific areas for the forum (legal definitions and case studies) we collaborated with the other group members to deliver information through a story-telling format in order to be more engaging and interactive for our audiences.

International Women's Day Event

We partnered with Your Community Health and Darebin Council to present and participate in an International Women's Day Event held on 8 March 2019 at the East Preston Community Centre. Approximately sixty community members attended the day.

COMMUNITY LEGAL EDUCATION

13Cabs Legal Information Sessions

We continue to provide legal education training for taxi drivers inducted into 13Cabs. Due to capacity issues our previous partner, Springvale-Monash Legal Service, has no longer been able to co-deliver the sessions with us. As such, we have been providing the sessions in both Thomastown and Oakleigh. The training sessions include rights and responsibilities with police, fines and infringements, accidents and insurance, compensation, assault, sexual assault, and privacy.

Fitzroy Learning Network

Building on from the from the collaboration and survey at the Bridges to Harmony Festival, we re-enlivened the legal education relationship between FLS and the Fitzroy Learning Network. The legal needs survey identified two main areas the community wanted more information on: employment law and employee rights, and tenancy law and public housing. We organised and facilitated for representatives of the Fair Work Ombudsman and Tenants Victoria to attend the Fitzroy Learning Network and present to students. In the lead up to the presentations we reviewed presentations and consulted with the Fitzroy Learning Network on their suitability for the specific cohorts they would be presented to. Both sessions were very well received by those who attended and there has been continuing work to build on these areas as well as introduce other areas of law.

Anti-association bill

In July 2018 a bill was tabled in parliament to expand laws that prevent individuals from associating with people convicted of serious offences. Among others, the proposed changes included:

- allowing children as young as fourteen to be served with a notice banning associations
- removing the requirement that a police officer must have a reasonable suspicion that issuing a notice will prevent further offending
- allowing a notice to be issued after two people have associated on only one occasion
- narrowing the definition of an excepted family member to only include immediate family

The penalty for breaching a notice can be up to three years imprisonment. Under the proposed bill, this could mean that a child as young as fourteen could be charged

and given a custodial sentence for simply associating with a person and have not committed any other crime themselves. The proposed bill would also have the very real potential of isolating young people, on both sides of a notice, from their friends, schools, and extra-curricular groups. We also identified the possibility for such notices to be disproportionately served on children from marginalised communities.

We prepared and delivered a presentation to youth and community workers on the effects of racialised policing on young people and their communities, the existing law of unlawful associations and proposed changes, and canvassed ways in which service providers could plan and prepare if the changes became law. We received further questions from audience members via email after the presentation and provided a follow up document addressing those.

Other CLE Sessions

- Two sessions on 'Driving and the law' – one with settlement services provider MiCare as part of their Women Behind the Wheel program and the other with the Brotherhood of St Lawrence Youth Behind the Wheel program.
- We held an information stall at the Preston Mosque Youth Week event run by Arabic Welfare. In preparation for the event we attended William Ruthven Secondary College to participate in a Darebin Connect program to engage students in accessing community legal services.
- One session to international students at Southern Cross Education Institute on human rights law in Victoria and Australia, rights and responsibilities with police, and rights when accessing health care.
- One session to students training at VICSEG to become youth workers - covering rights and responsibilities with police, rights particular to young people, and legal requirements of youth workers in relation to their clients.
- Created posters and flyers advertising the drug outreach lawyer program to be displayed in our partner services' offices.



Midsumma Carnival Stall with St Kilda Legal Service,
L-R: FLS Lawyer Paul Kidd and SKLS Lawyer Sam Elkin



FLS Staff representing at Midsumma Parade,
L-R: Paul Kidd, Ella Crotty, Franky Bain

With the merger of Darebin Community Legal Centre and Fitzroy Legal Service, we have had an exciting year of change and growth with the volunteers continuing to be at the heart of the newly amalgamated organisation.

Our diverse team of volunteers consisting of legal practitioners, judge's associates, law students, retired judges and barristers continue to provide crucial operational support to both the day practice and night service to deliver key services to the community.

Over the last financial year, the volunteer program itself has grown and developed in response to organisational changes, to meet the needs of our clients as well as to take advantage of partnership opportunities with private partners. This year we expanded the night services' Family Law Clinic to double the number of appointments taken in order to reduce waiting times and meet the high demand. Additionally, we established new partnerships with private firms DLA Piper and Dentons who both supply the night service with legal volunteers to support the service. These partnerships have been of great value by ensuring a consistent roster of legal support and a variety of expertise for our clients. The Family Law and Family Violence team have also

been working in partnership with Gadens to run a monthly Divorce Clinic for which there has been a great demand. We thank all of our private partners for their support.

Most importantly we would like to acknowledge the hard work of all our dedicated volunteers who add enormous value to our service for the diversity of expertise, ongoing commitment of time and energy that enables our organisation to expand its capacity and deliver high quality legal service to our clients. Lastly it is important to acknowledge and thank Julie Fletcher for her 7 years of service as Volunteer Coordinator and all her hard work in growing and nurturing the FLS volunteer community. I look forward to continuing to grow and develop the volunteer program into the new year.

Mi-Lin Chen Yi Mei

Volunteer Coordinator



Working as a Legal Volunteer with the Tuesday Night Drop in Service in Reservoir has been a unique, challenging and rewarding experience, very different from my primary career as a Property Lawyer. Most Tuesday nights, the Legal Volunteers collectively see at least 12 to 15 clients, at a rate of three to four consultations per solicitor. These clients present with a broad range of legal problems that is never predictable. We provide verbal advice, assistance with correspondence, interpretation of court documents and other legal materials in areas such as Criminal Law, Consumer Law, Family Law, Neighbour Disputes and Motor Vehicle Accidents, among others. Satisfactory resolution of this high volume of queries within a compressed two to three hour window is facilitated through the indispensable efforts of the Community Volunteers, Night Coordinators and Supervising Solicitors that we work alongside and the comprehensive guidance available through the Fitzroy Legal Service Handbook, which culminate in delivery of practical, accessible and succinct advice to our clients.

– Anthony Leggiro



"I was a volunteer with Darebin Community Legal Centre (now FLS) from March 2018 until October 2019. Beginning as a front office volunteer in the Thornbury office, I moved to the Night Service on Tuesdays and later to a position in the DIOS program at Heidelberg Magistrates' Court. Darebin was my first taste of professional legal experience, something I will be forever grateful for. I've helped clients from a diverse range of backgrounds and with a broad range of legal issues, and I leave knowing that my communication and interpersonal skills have improved out of sight as a result. I was part of Darebin during a period of change for the organisation. From the Reservoir move to the FLS merger, it felt like something was always on the cards behind the scenes. Despite all the disruption, seeing that we've maintained what I see as the core service of providing access to justice for the community is incredibly heartening. I look forward to returning to the service in some capacity in the future."

– Alec Deasey



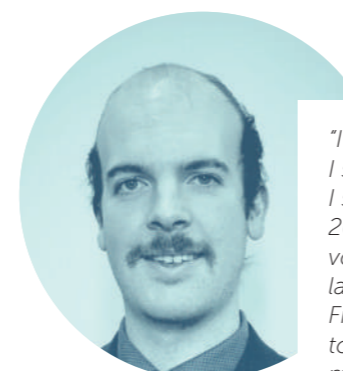
"It's very gratifying to be involved in the night service. There aren't many places where you can help people so quickly and directly every week. The range of problems that clients bring in keeps you on your toes and makes you a better lawyer. You have to get back to first principles and think through each client's particular situation. The task may be something as simple as interpreting a letter from VicRoads or as complex as seeking an expedited passport for a refugee mother who has just found out the child she gave up as an unwed teenager, previously presumed dead, is alive and wants to meet her. No two nights are the same. It is sometimes difficult to be the person who has to explain the shortcomings of the legal system but ultimately the satisfaction of helping, even in a just a small way, to improve access to justice more than compensates."

– Michael Howard



"When I first started volunteering at night-service, I initially felt out of my depth while interviewing clients but since then I have seen my efforts extend to other areas of FLS. As a volunteer paralegal at night-service and at the Migrant Employment Law Clinic, I have worked with a client from first interviewing him at night-service to currently preparing the matter for court at the Employment Clinic. At one end, my role is more generalised while facing clients at night-service. Some matters are as simple as drafting letters or advising on legal procedures, others more complex and challenging to meet a variety of clients' needs. At the other end, my role is more specialised while learning the ins and outs of Employment Law and drafting court documents at the Clinic. The breadth of my volunteering is not only rewarding, but underscores to me the importance of night-service being the first port of call for many."

– Catherine Lau



"I started volunteering with Fitzroy Legal Service as a paralegal in around November 2016. I saw it as a great opportunity to meet new people and experience a variety of legal areas. I started volunteering on Thursday nights. I then added Friday nights from around September 2018 until most recently to accommodate my working hours. I also had an opportunity to volunteer at the migrant employment clinic, which helped me develop my skills in employment law. At the end of 2018, I won Fitzroy Legal Service's volunteer of the year award. From around the start of 2019, I started volunteering as a junior lawyer and I still volunteer today. Throughout my time with Fitzroy Legal Service, Adrian Snodgrass has been a great mentor to me and to other volunteers. He is very diligent when giving advice to clients and I have learned a lot from him."

– Paul Goddard

We acknowledge all the individuals below and any others who have contributed to Fitzroy Legal Service in a volunteer capacity in 2018–2019.

Dicky **Abraham**
Giulietta **Adinolfi**
Galit **Aflalo**
Satu **Aho**
Cjay **Aksoy**
Yusur **Al-Azzawi**
Melanie **Albarella**
Arabella **Aldous-Urwin**
Supipi **Amarasekera**
Setareh **Aminian**
Dinah **Amrad**
Claire **Anderson**
Edwin **Anderson**
Yvette **Anderson**
Matthew **Andrews**
Nicolle **Ang**
Paul **Arnold**
Duygu **Ates**
Jarrara **Atkinson**
Daniel **Badov**
Conrad **Banasik**
Tanya **Bannister**
Georgia **Barendse**
Katie **Bates**
Holly **Baxter**
Henry **Bayliss**
David **Bellchambers**
Jack **Bennett**
Eloise **Bieniak**
Aswinee (Ash) **Bissoonauth**
Renata **Blythe**
Laura **Boehm**
Murphy **Bong**
Louis **Bowden**
Tutku **Bozdogan**
James **Bradlow**
Luke **Brennan**
Dominic **Brown**
Simon **Brown**
Robert **Brown**
Lidija **Bujanovic**
Hannah **Bullock**
Elly **Butal**
John **Buxton**
Christopher **Byass**
Christine **Callaghan**
Bernard **Campigli**

Joseph **Carbone**
Christopher **Carr**
Molly Antoinette **Carr-Walsh**
Skye **Chapman**
Olivia **Chapman**
Brianna **Chesser**
Rhett **Chesser**
Laine **Chew**
Alison **Chong**
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Mary **De Guzman**
Laura **De Vuono**
Alec **Deasey**
Molly **Deighton**
Chris **Delaney**
Erica **Di Muzio**
Jennifer **Diaz**
Phoebe Xiao-Tong **Ding**
Nichola **Donovan**
Chelsea **Doyle**
Chad **Drever**
Henry **Elias**
Nikki **Ellis**
Esther Faine-Vallantin
Tim **Farhall**
Annalise **Farina**
Michael **Fee**
Sarah **Fitzsimons**
Tegan **Fleming**
Imogen **Forbes**
Elizabeth **Frampton**
Alessandra **Galleti**

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Paul **Goddard**
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Alper **Gokoglu**
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Kevin **Jackman**
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Nadege **Malcolm**
Emily **Male**
Marco **Man**

Justin **Marcus**
Emma **Marinelli**
Sam **Marinić**
Dru **Marsh**
Angelie (Joy) **Marshall**
Caroline **Marton**
Najat **Mattar**
Rachel **Matulis**
Alex **Maxwell**
Giorgina **Mc Cormack**
Bruce **McBain**
Kym **McCarthy**
Rebecca **McCarthy**
Ellie **McDonald**
Alice **McDonald**
Alexandra **McFadyen**
Philippa Maria **McInerney**
Dannielle **McKinnon**
Rebecca **McMahon**
Blair **Mcnamara**
Holly **McNaughton**
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Darren **Moore**
Sarah **Moorhead**
Nikki **Morgan**
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Andrea **Morris-Meloni**
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Taylah **Ransome**
Moiria **Rayner**
Cate **Read**
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Michaela **Romas**
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Gurdial Singh Ranjit **Singh**
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Angus **Stirling**
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Andrew **Suddick**
Fabiola **Superina**
Weilynn **Tan**
Simon **Tan**
Laura **Thompson**
Nicholas **Tikfessis**
Joel **Tito**
Lucinda **Tonge**
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Louise **Watson**
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Madeline **White**
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Lisa **Williams**
Georga **Wootton**
Rachel **Yamane**
Alan **Yang**
Lana **Yang**
Ed **Yap**
Rania **Zaydan**
Ned **Zvekic**

In January 2019, FLS published the 41st edition of The Law Handbook.

Sales

The Law Handbook 2019 (LHB 2019) has been well received, with 75% of hard copies sold, as well as over \$7,000 worth of ebooks and PDF chapters. The LHB website also continues to attract significant usage with over 260,000 users accessing the site this year.

Accessibility

Once again, the LHB 2019 is highly accessible, being available in a variety of formats: as a hardcopy book, an ebook, as individual PDF chapters, and of course, for free online at www.lawhandbook.org.au.

What's new?

The LHB 2019 features a new chapter, 'Legal issues affecting older people'. Developed in partnership with solicitors from Seniors Rights Victoria, this chapter was developed to provide more detailed information about legal issues that affect older people (e.g. elder abuse, age discrimination and grandparents' rights).

Also, we continue to recruit high-calibre contributors whose area of legal expertise correlates to the content of the book. For example, for the LHB 2019, the bail chapter was rewritten by Magistrates Suzie Cameron and Simon Zebrowski; Magistrate Cameron was involved in drafting the latest bail legislation. Similarly, for this edition, Bruce Lindsay (a Law Lecturer at Deakin University) was one of the solicitors from Environmental Justice Australia who overhauled the environmental law chapter. Further, the 'Discrimination and human rights' chapter was revised by senior legal staff at the Australian Human Rights Commission and the Victorian Equal Opportunity and Human Rights Commission.

Thank you, contributors

Producing this book every year would not be possible without the generosity and expertise of our contributors. We very much value the outstanding contribution of each and

every author. For the LHB 2019, magistrates, ombudsmen, commissioners, barristers, media law specialists, law lecturers, and disability and discrimination experts are among the volunteer contributors. Some of these contributors have been writing for the book since the 1980s, while others are new recruits.

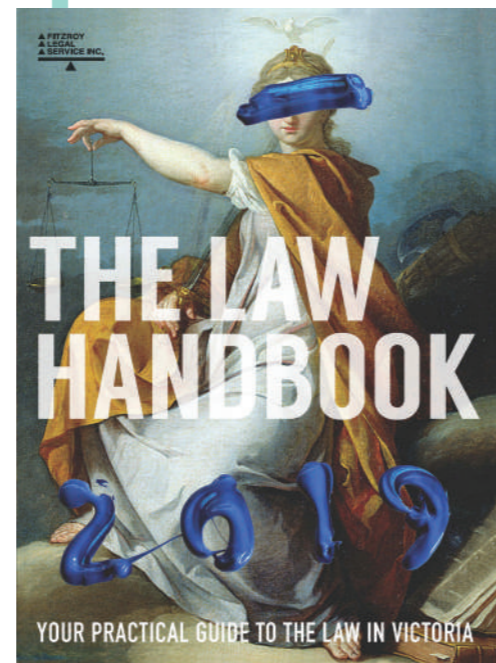
Thank you, freelancers

I would like to thank the freelancers who have dedicated many hours to the LHB 2019: Sandy Cull (cover design), Kerry Cooke (book design and typesetting) and Puddingburn (index and list of cases and legislation).

Thank you, Allens and Lander & Rogers

Thank you, Allens and Lander & Rogers, for your continuing assistance with The Law Handbook.

Naomi Saligari
Law Handbook Editor



Following the amalgamation of the Darebin Community Legal Centre and the Fitzroy Legal Service, one of the first actions of the newly constituted Board was to establish a Finance and Audit Committee, underlining the importance of good financial governance for the new organisation.

Accordingly, the Finance and Audit Committee met in March 2019 and has continued to meet regularly.

At its first meeting the Committee adopted its charter which sets out its purpose as:

"Generally, assist the board in fulfilling its corporate governance responsibilities by providing oversight and direction in relation to the Association's financial reports and other financial information produced by it, auditing and reporting processes generally, and management of financial risk."

It also reviewed and recommended to the Board the adoption of the Delegations Policy, the Conflict of Interest Policy and the Risk Management Policy.

During the year the Committee received the part-year Audits (July 1st, 2018- January 31st, 2019) for both predecessor organisations and reviewed the Auditors' comments. It was gratifying to note that several of the comments which related to more effective separation of duties were being addressed by the amalgamation.

Soon after the amalgamation, the organisation undertook a Business Systems Review, which contained several recommendations to ensure that we have systems in place which facilitate reporting, address workflows and ensure the efficient use of resources. These recommendations are currently being implemented.

As of the end of June 2019, we found ourselves in a healthy financial position with our Assets: Liabilities ratio at \$1.47: \$1.00 that is, for every dollar of liabilities the organisation had \$1.47 of assets.

Finally, the 2019-2020 Budget was considered by the committee and approved by the Board; it projects a small surplus of around \$8000 for the new organisation.

I would like to thank all my fellow Committee members for their insightful contributions during the year: they are: Roslyn Aikman, Tim Christensen, Peter Loukas, Rebecca Middleton, Naomi Munga, and Gerry Schembri. We are very fortunate to have such an active and well qualified Committee to oversee the financial functions of the organisation.

On behalf of the Committee I also wish to note the work of Albert Kuan, the Finance Officer who resigned to take up further opportunities and thank him for his diligent work over many years, and most importantly, thank our Chief Executive Officer, Claudia Fatone for supporting the committee in its formative stage and ensuring that we are provided with the information which we need to fulfil our obligations.

Vera Boston

Chair,
Finance & Audit Committee



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INCOME AND EXPENDITURE STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2019

	Note	2019 \$	2018 \$
INCOME			
Government Grant - VLA	9	529,314	829,737
Grants		339,169	485,338
Practice Income		208,257	435,746
Sales		53,781	81,031
Interest Income		6,005	10,737
Membership Income		4,983	5,234
Miscellaneous Income		51,217	111,031
		<u>1,192,726</u>	<u>1,958,854</u>
EXPENDITURE			
Employee benefits expense		937,804	1,503,546
Depreciation & Amortisation		9,791	19,645
Rental and premises expense		87,523	148,952
Office administration expenses		127,705	255,295
Publication expenses		25,233	28,489
		<u>1,188,056</u>	<u>1,955,927</u>
Profit (Loss) before income tax		4,670	2,927
Income tax expense	2	-	-
Profit (Loss) after income tax		<u>4,670</u>	<u>2,927</u>
Retained Profits (Losses) at the beginning of the financial year		<u>291,172</u>	<u>288,245</u>
Retained Profits (Losses) at the end of the financial year		<u><u>295,842</u></u>	<u><u>291,172</u></u>

ASSETS AND LIABILITIES STATEMENT AS AT 31 JANUARY 2019

	Note	2019 \$	2018 \$
CURRENT ASSETS			
Cash and cash equivalents	3	1,142,152	686,004
Trade and other receivables	4	246,000	72,890
Inventory		1,321	1,828
TOTAL CURRENT ASSETS		<u>1,389,473</u>	<u>760,722</u>
NON-CURRENT ASSETS			
Security Bond		10,542	10,542
Property, plant and equipment	5	54,518	64,309
TOTAL NON-CURRENT ASSETS		<u>65,060</u>	<u>74,851</u>
TOTAL ASSETS		<u>1,454,533</u>	<u>835,573</u>
CURRENT LIABILITIES			
Trade and other payables	6	118,046	122,779
Amounts received in advance	7	779,990	191,288
Provisions	8	120,503	117,946
TOTAL CURRENT LIABILITIES		<u>1,018,539</u>	<u>432,013</u>
NON-CURRENT LIABILITIES			
Provisions	8	140,152	112,388
TOTAL LIABILITIES		<u>1,158,691</u>	<u>544,401</u>
NET ASSETS		<u>295,842</u>	<u>291,172</u>
MEMBERS' FUNDS			
Retained Profits		295,842	291,172
TOTAL MEMBERS' FUNDS		<u>295,842</u>	<u>291,172</u>

STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 31 JANUARY 2019

	Note	2019 \$	2018 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Government grants		646,472	829,737
Receipts from customers		317,835	590,481
Other Receipts		798,238	519,861
Payments to suppliers and employees		(1,312,402)	(1,891,466)
Interest received		6,005	10,737
Net Cash provided by operating activities	10	456,148	59,350
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of property and equipment		–	(4,733)
Net Cash provided by (used in) investing activities		–	(4,733)
Net increase (decrease) in cash held		456,148	54,617
Cash at the beginning of the year		686,004	631,387
Cash at the end of the year		1,142,152	686,004

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 (Vic). The Board has determined that the association is not a reporting entity. The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuation of non-current assets. The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in preparation of this financial report.

a. Cash and Cash Equivalents

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

b. Income Tax

The Association is an Income Tax Exempt Charity in terms of Subdivision 50-5 of the Income Tax Assessment Act 1997.

c. Property, Plant and Equipment

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold Improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

d. Employee Entitlements

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

The Association is bound by the Multipurpose Business Agreement, whereby employees' prior service in other CLCs is recognised for purposes of determining accrual of long service leave entitlement.

Accordingly where the employee is known to have served in other CLCs for 5 years or more, provision for long service leave is accrued from the commencement of their employment with the Association. Provision previously recognised for employees who subsequently leave the Association is not reversed at that time because the Association will be required to contribute the accrued entitlement to the then current employer provided they remain eligible for prior service recognition. Where the Association becomes aware that the ex-employee is no longer entitled to prior service recognition the provision is reversed.

e. Inventories

Inventories consist of publications and are measured at the lower cost and net realisable value. Costs are assigned on a specific identification basis and include direct costs and appropriate overheads, if any.

f. Provisions

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

g. Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is an indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying amount. Any excess of the asset's carrying value over its recoverable amount is recognised in the income and expenditure statement.

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019 (CONT.)

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)

h. Revenue

Grants are recognised on an accrual basis. Any grants received and provided for special purposes are recognised to the extent funds are expended on projects. Grants received for future financial periods are treated as grants in advance under current liabilities to the extent of the unspent grant where there is an obligation to repay the unexpended portion of the grant.

Revenue from membership fees and donations are recognised upon receipt.

Revenue from the sale of goods is recognised upon delivery of goods to customers.

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

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

i. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold Improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

j. Economic Dependence

The entity is dependent on Commonwealth and State Government funding for a significant portion of its revenue used to operate its business. At the date of this report the Board has no reason to believe that funding will not continue.

Note 2: Income Tax Expense

The Association is an Income Tax Exempt Charity in terms of Subdivision 50-5 of the Income Tax Assessment Act 1997.

	2019	2018
	\$	\$
Note 3: Cash and cash equivalents		
Cash and cheques on hand	17,808	19,782
Cash at Bank	1,124,344	187,151
Term Deposit	–	479,071
	<u>1,142,152</u>	<u>686,004</u>

Note 4: Trade and other receivables

Accounts receivable	255,404	81,531
Provision for doubtful debts	(10,500)	(10,500)
Prepayments	1,096	1,859
	<u>246,000</u>	<u>72,890</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019 (CONT.)

	2019	2018
	\$	\$
Note 5: Property, plant and equipment		
Office Furniture & Equipment - Original Cost	137,750	140,635
Less accumulated depreciation	(83,232)	(76,326)
	<u>54,518</u>	<u>64,309</u>

Note 6: Trade and other payables

Current	53,695	43,261
Trade Creditors and accruals	3,500	3,500
Prepayments	60,851	76,018
Provision for audit fees	<u>118,046</u>	<u>122,779</u>
PAYG and BAS amount Payable		

Note 7: Amounts received in advance

VLA Allowable Surplus	143,436	85,049
Unexpended project funds	636,554	106,239
	<u>779,990</u>	<u>191,288</u>

Note 8: Provisions

Current		
Employee Entitlements	<u>120,503</u>	<u>117,946</u>
Non-Current		
Employee Entitlements	<u>140,152</u>	<u>112,388</u>

Note 9: Income Government Grant - VLA

Government Grant - VLA Commonwealth	143,918	239,333
Government Grant - VLA State	313,183	606,791
Government Grant Brought Forward - VLA	<u>72,213</u>	<u>(16,387)</u>
	<u>529,314</u>	<u>829,737</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019 (CONT.)

	2019	2018
	\$	\$
Note 10: Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax		
Profit after income tax	4,670	2,927
Cash flows excluded from operating profit attributable to operating activities		
Non-cash flows in profit		
– Depreciation	9,791	19,645
Changes in assets and liabilities:		
– (Increase)/decrease in trade and other debtors	(173,110)	(8,303)
– (Increase)/decrease in inventory	507	2,004
– Increase/(decrease) in trade and other payables	(4,733)	(11,012)
– Increase/(decrease) in amounts received in advance	588,702	37,831
– Increase/(decrease) in provisions	30,321	16,258
Net cash provided by Operating Activities	456,148	59,350

Note 11: Going Concern

The members of the Board believe that the application of the going concern basis of accounting is appropriate due to the expected positive cash flows of the association and through the on going support of all funding bodies.

	2019	2018
	\$	\$
Note 12: Operating Lease Commitments		
Operating leases contracted for but not recognised in the financial statements		
Payable - minimum lease payments:		
– no later than 12 months	–	19,645
– between 12 months and five years	–	–
– greater than five years	–	–
	–	19,645

The Association has a lease for its office at Level 4 of the Fitzroy Town Hall which expired on 31 August 2018. In accordance with the overholding provision of the Lease, the Association continues to occupy the Premises after the end of the Term subject to the same terms and conditions as contained in the Lease and either party may end this Lease during any period of holding by giving 30 days written notice.

STATEMENT BY MEMBERS OF THE BOARD FOR THE YEAR ENDED 31 JANUARY 2019

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

In the opinion of the board the financial report as set out on pages 1 to 8:

1. Presents a true and fair view of the financial position of Fitzroy Legal Service Inc. as at 31 January 2019 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Fitzroy Legal Service Inc. will be able to pay its debts as and when they fall due.

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

Chair of Board



Dated:

11th July 2019

Board Member



Dated:

11th July 2019

AUDITOR INDEPENDENCE DECLARATION TO THE DIRECTORS OF FITZROY LEGAL SERVICE INC.

As lead auditor of Fitzroy Legal Service Inc. for the period ended 31 January 2019, I declare that, to the best of my knowledge and belief, there have been:

- a) No contraventions of the auditor independence requirements of the Australian Charities and Not-for-profits Commission Act 2012 in relation to the audit; and
- b) No contraventions of any applicable code of professional conduct in relation to the audit.



Stephen Kirtley
Director

Dated this 23rd day of July, 2019

Davidsons Assurance Services Pty Ltd
101 West Fyans Street Geelong, Victoria 3220

INDEPENDENT AUDITOR’S REPORT TO THE MEMBERS OF FITZROY LEGAL SERVICE INC.

Opinion

We have audited the financial report of Fitzroy Legal Service Inc. (the association), which comprises the statement of financial position as at 31 January 2019, and the statement of comprehensive income, statement of changes in equity and cash flow statement for the period then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by those charged with governance 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 31 January 2019 and its financial performance for the period then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act).

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 other 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.

Other Information

Those charged with governance are responsible for the other information. The other information comprises the information included in the association’s annual report for the period ended 31 January 2019, but does not include the financial report and our auditor’s report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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

Management is responsible for the preparation of the financial report in accordance with the ACNC Act 2012, and for such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the association’s financial reporting process.

Auditor’s Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report 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 Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor’s report.



Stephen Kirtley
Director

Dated this 23rd day of July, 2019

Davidsons Assurance Services Pty Ltd
101 West Fyans Street Geelong, Victoria 3220

INCOME AND EXPENDITURE STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2019

Note	7 Months to 31 January 2019 \$	12 Months to 30 June 2018 \$
INCOME		
CLC SACS ERO (Commonwealth)	13,099	18,792
CLC SACS ERO (State)	73,409	103,128
CLC Family Violence (State 1)	125,555	210,860
CLC Recurrent (Commonwealth)	112,623	190,284
CLC Recurrent (State)	144,123	242,224
VLA Funds brought forward (carried froward)	(88,726)	68,723
Grant - Women Transforming Justice	255,296	133,640
Grant - DoJR CLC Violence Funding	31,259	22,439
Grant - City of Darebin	14,157	14,657
Grant - DJR Family Violence	31,259	45,047
Grant - Neighbourhood Justiec Centre	–	31,540
Costs recovered and retained	14,585	31,084
Contribution to Relocation	–	35,000
Insurance Recovery	–	15,000
Fundraising & Donations	125	315
Interest	8,602	7,733
Other Income	4,977	1,756
	<u>740,343</u>	<u>1,172,222</u>
EXPENDITURE		
Accounting Fees	–	8,913
Auditor's Remuneration	10,500	6,000
Bank Charges	–	(5)
Depreciation	5,406	3,295
Electricity, Gas & Water	3,853	6,573
Fundraising & Other Events	–	501
General Expenses	999	6,744
Insurance	2,080	1,947
Internet Expenses	–	654
Legal Services Board Project	141,976	67,114
Library Resources	1,718	12,493
Maintenance & Service	8,406	9,012

INCOME AND EXPENDITURE STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2019 (CONT.)

	Note	7 Months to 31 January 2019	12 Months to 30 June 2018
		\$	\$
Photocopying		1,005	1,855
Postage		692	2,385
Programming and planning		3,198	–
Provision for Annual Leave		1,840	3,499
Provision for Long Service Leave		(5,933)	(8,569)
Rates & taxes		2,827	002
Relocation Costs		9,274	22,762
Rent		18,388	52,504
Salaries - Permanent Staff		445,616	643,392
Salaries - Casual Staff		3,687	190,047
Security		606	964
Stationery & Office Costs		5671	12,929,
Staff Amenities		3,649	7,840
Staff Recruitment & Training		5,705	9,763
Superannuation		0,402	74,987
Telephone		13,623	12,631
Travel & Accommodation		864	5,073
Workcover		998	2,274
		<u>727,050</u>	<u>1,160,579</u>
Profit (Loss) before income tax		13,293	11,643
Income tax expense		<u>–</u>	<u>–</u>
Profit (Loss) after income tax		13,293	11,643
Retained Profits (Losses) at the beginning of the financial period		<u>122,428</u>	<u>110,785</u>
Retained Profits (Losses) at the end of the financial period		<u><u>135,721</u></u>	<u><u>122,428</u></u>

ASSETS AND LIABILITIES STATEMENT 31 JANUARY 2019

	Note	2019 \$	2018 \$
CURRENT ASSETS			
Cash and cash equivalents	2	985,491	448,372
Trade and other receivables	3	115,820	7,214
TOTAL CURRENT ASSETS		<u>1,101,311</u>	<u>455,586</u>
NON-CURRENT ASSETS			
Property, plant and equipment	4	<u>45,447</u>	<u>46,413</u>
TOTAL NON-CURRENT ASSETS		<u>45,447</u>	<u>46,413</u>
TOTAL ASSETS		<u>1,146,758</u>	<u>501,999</u>
CURRENT LIABILITIES			
Trade and other payables	5	87,228	108,502
Amounts received in advance	6	856,418	199,585
Provisions	7	<u>58,515</u>	<u>56,675</u>
TOTAL CURRENT LIABILITIES		<u>1,002,161</u>	<u>364,762</u>
NON-CURRENT LIABILITIES			
Provisions	7	<u>8,876</u>	<u>14,809</u>
TOTAL LIABILITIES		<u>1,011,037</u>	<u>379,571</u>
NET ASSETS		<u>135,721</u>	<u>122,428</u>
MEMBERS' FUNDS			
Retained Profits		<u>135,721</u>	<u>122,428</u>
TOTAL MEMBERS' FUNDS		<u>135,721</u>	<u>122,428</u>

STATEMENT OF CHANGES IN EQUITY FOR THE PERIOD
ENDED 31 JANUARY 2019

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2017	110,785	110,785
Surplus attributable to the entity	11,643	11,643
Other comprehensive income	-	-
Shares issued		-
Balance at 30 June 2018	122,428	122,428
Surplus attributable to the entity	13,293	13,293
Other comprehensive income	-	-
Shares issued/(forfeited)		-
Balance at 31 January 2019	135,721	135,721

STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 31 JANUARY 2019

	Note	7 Months to 31 January 2019	12 Months to 30 June 2018
		\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Government Grants		1,256,716	904,899
Interest Received		8,602	7,733
Donations Received		125	315
Other Income		21,162	32,840
Payments to Suppliers & Employees		(745,046)	(763,397)
Net Cash provided by operating activities	8	541,559	182,390
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of property and equipment		(4,440)	(41,422)
Net Cash provided by (used in) investing activities		(4,440)	(41,422)
Net increase (decrease) in cash held		537,119	140,968
Cash at the beginning of the period		448,372	301,197
Cash at the end of the period		985,491	442,165

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 (Vic) and the Australian Charities and Not-for-profits Commission Act 2012. The Board has determined that the Association is not a reporting entity. The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuation of non-current assets. The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in preparation of this financial report.

a. Cash and Cash Equivalents

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

b. Income Tax

The Association is exempt from paying income tax by virtue of Section 50-45 of the Income Tax Assessment Act, 1997. Accordingly, tax effect accounting has not been adopted.

c. Property, Plant and Equipment

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold Improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

d. Employee Entitlements

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled. Provision is made for the Association's liability for long service leave at 7 years from commencement of employment.

e.. Provisions

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

g. Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is an indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying amount. Any excess of the asset's carrying value over its recoverable amount is recognised in the income and expenditure statement.

g. Revenue

Revenue is brought to account when received and to the extent that it relates to the subsequent period it is disclosed as a liability.

Grant Income

Grant income received, other than for specific purposes, is brought to account over the period to which the grant relates.

Deferred Income

Unspent grant income received in relation to specific projects and events is not brought to account as revenue in the current year but deferred as a liability in the financial statements until spent for the purpose received.

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019

g. Revenue (cont.)

Capital Grants

Grant Income received relating to the purchase of capital items is shown as Unamortised Capital Grant and brought to account over the expected life of the asset in proportion to the related depreciation charge.

Interest Revenue

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

Donations

Donation income is recognised when the entity obtains control over the funds which is generally at the time of receipt.

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

h.. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

i. Economic Dependence

The entity is dependent on VLA for the majority of its revenue used to operate the business. At the date of this report the Board has no reason to believe the Department will not continue to support the entity.

7 Months to 31 January	12 Months to 30 June
2019	2018
\$	\$

Note 2: Cash and cash equivalents

Cash at Bank - Visa Access Account	479	2,414
Cash at Bank - Bendigo Bank Salary Sacrifice account	709	709
Cash at Bank - ME Investment Account	-	32,000
Cash at Bank - S65 Main account	984,303	413,249
	<u>985,491</u>	<u>448,372</u>

Note 3: Trade and other receivables

Accounts receivable	112,171	-
Deposits with Suppliers	3,649	5,614
Other Receivables	-	1,600
	<u>115,820</u>	<u>7,214</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019

	7 Months to 31 January 2019 \$	12 Months to 30 June 2018 \$
Note 4: Property, plant and equipment		
Office Furniture & Equipment - Original Cost	68,965	64,525
Less accumulated depreciation	(23,518)	(18,112)
	<u>45,447</u>	<u>46,413</u>
Note 5: Trade and other payables		
Current		
Accrued Expenses	14,354	45,615
Accrued Wages	–	33,129
GST Amounts Payable	47,232	17,198
PAYG WithholdingTax	25,642	12,560
	<u>87,228</u>	<u>108,502</u>
Note 6: Amounts received in advance		
Grants in Advance - VLA	251,020	28,347
Grants in Advance - Other Projects	605,398	171,238
	<u>856,418</u>	<u>199,585</u>
Note 7: Provisions		
Current		
Employee Entitlements	<u>58,515</u>	<u>56,675</u>
Non-Current		
Employee Entitlements	<u>8,876</u>	<u>14,809</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 JANUARY 2019 (CONT.)

	7 Months to 31 January 2019 \$	12 Months to 30 June 2018 \$
Note 8: Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax		
Profit after income tax	13,293	11,643
Cash flows excluded from operating profit attributable to operating activities		
Non-cash flows in profit		
– Depreciation	5,406	3,295
– Assets written-off	–	12,808
Changes in assets and liabilities;		
– (Increase)/decrease in trade and other debtors	(108,606)	29,760
– Increase/(decrease) in trade and other payables	(21,274)	50,047
– Increase/(decrease) in amounts received in advance	56,833	79,907
– Increase/(decrease) in provisions	(4,093)	(5,070)
Net cash provided by Operating Activities	<u>541,559</u>	<u>182,390</u>
Note 9: Capital and Leasing Commitments Operating Lease Commitments		
Non-cancellable operating leases contracted for but not recognised in the financial statements.		
Payable - minimum lease payments:		
– no later than 12 months	31,008	31,008
– between 12 months and five years	10,336	25,840
	<u>41,344</u>	<u>56,848</u>

A property lease commitment is a non-cancellable operating lease with a two-year term, with rent payable monthly in advance. The two-year term ends 9 May 2020 . There is a further option for two-years.

Contingent rental provisions within the lease agreement require that the minimum lease payments shall be increased by CPI plus 2%. The commitments calculated above do not include future increases for changes in the consumer price index.

Note 10. After Balance Date Event

On 1 February 2019, the Darebin Community Legal Centre Inc. amalgamated with the Fitzroy Legal Service Inc., to form a new entity called Fitzroy Legal Service Inc. Members of both entities voted in favour of the amalgamation on 27 November 2018. As a result of the amalgamation, all assets and liabilities of the Darebin Community Legal Centre Inc. were transferred to the new entity called Fitzroy Legal Service Inc. The amalgamation will facilitate a more sustainable community legal centre which will be better placed to meet community need and enable disadvantaged clients to have access to justice.

**STATEMENT BY MEMBERS OF THE BOARD OF FITZROY
LEAGL SERVICE INC. (INCORPORATING DAREBIN
COMMUNITY LEGAL CENTRE) FOR THE PERIOD ENDED
31 JANUARY 2019**

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

In the opinion of the Board of Fitzroy Legal Service Inc.:

- a) the financial statements and notes of Darebin Community Legal Centre Inc. are in accordance with the Associations Incorporation Reform Act (Vic) 2012 and the Australian Charities and Not-for-profits Commission Act 2012, including:
- i. giving a true and fair view of its financial position as at 31 January 2019 and of its performance for the financial period ended on that date; and
 - ii. complying with the Australian Charities and Not-for-profits Commission Regulation 2013; and
- b) there are reasonable grounds to believe that Darebin Community Legal Centre Inc. will be able to pay its debts as and when they become due and payable.

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

Chair of Board 

Dated: 2nd May 2019

Board Member 

Dated: 2nd May 2019

**AUDITOR'S INDEPENDENCE DECLARATION UNDER
SECTION 60-40 OF THE AUSTRALIAN CHARITIES AND NOT-
FOR-PROFITS COMMISSION ACT 2012**

As lead auditor of Fitzroy Legal Service Inc. for the period ended 31 January 2019, I declare that, to the best of my knowledge and belief, there have been:

- a) No contraventions of the auditor independence requirements of the Australian Charities and Not-for-profits Commission Act 2012 in relation to the audit; and
- b) No contraventions of any applicable code of professional conduct in relation to the audit.



Sean Denham

Dated 31st May 2019

Sean Denham & Associates
Suite 1, 707 Mt Alexander Road
Moonee Ponds VIC 3039

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF FITZROY LEGAL SERVICE INC. (INCORPORATING DAREBIN COMMUNITY LEGAL CENTRE)

Opinion

I have audited the accompanying financial report, of Darebin Community Legal Centre Inc., which comprises the assets and liabilities statement as at 31 January 2019, statement of changes in equity, statement of cash flows and the income and expenditure statement for the period then ended, notes comprising a summary of significant accounting policies and the certification by members of the committee.

In my opinion, the accompanying financial report of Darebin Community Legal Centre Inc. has been prepared in accordance with Div 60 of the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act) including:

- a) giving a true and fair view of the Association's financial position as at 31 January 2019 and of its financial performance for the period then ended; and
- b) complies with Australian Accounting Standards to the extent described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Reform Act 2012 (Vic) and Div 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the association in accordance with the Associations Incorporation Reform Act 2012 (Vic) and 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 my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my 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 for the purpose of fulfilling the association's reporting responsibilities under the Associations Incorporation Reform Act 2012 (Vic) and the Australian Charities and Not-for-profits Commission Act 2012 . As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibility of the Board for the Financial Report

The Board of the association are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 of the financial report is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 (Vic) and the Australian Charities and Not-for-profits Commission Act 2012 and the needs of the members. The committee's responsibility also includes such internal control as the Board determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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

Auditor's Responsibilities for the Audit of the Financial Report

My 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 my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I 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 my 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.

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF FITZROY LEGAL SERVICE INC. (INCORPORATING DAREBIN COMMUNITY LEGAL CENTRE)

– 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 responsible entities' 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 I conclude that a material uncertainty exists, I am 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 my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions that may cause the 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.

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the association in accordance with the Associations Incorporation Reform Act 2012 (Vic) and 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 my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Sean Denham

Dated this 31st of May 2019

Suite 1, 707 Mt AlWander Road
Moonee Ponds VIC 3039

INCOME AND EXPENDITURE STATEMENT FOR THE PERIOD ENDED 30 JUNE 2019

	Note	5 Months Ending 30 June 2019 \$
INCOME		
Government Grant - VLA	9	713,761
Grants		705,154
Practice Income		152,989
Sales		78,364
Interest Income		7,574
Membership Income		4,278
Miscellaneous Income		73,229
		<u>1,735,349</u>
EXPENDITURE		
Employee benefits expense		1,112,859
Depreciation & Amortisation		11,380
Rental and premises expense		104,650
Office administration expenses		474,589
Publication expenses		23,534
		<u>1,727,012</u>
Surplus (Deficit) before income tax		8,337
Income Tax Expense	2	–
Surplus (Deficit) after income tax		<u>8,337</u>
Retained Earnings at the beginning of the financial year		<u>421,294</u>
Retained Earnings at the end of the financial year		<u><u>429,631</u></u>

ASSETS AND LIABILITIES STATEMENT AS AT 30 JUNE 2019

	Note	5 Months Ending 30 June 2019 \$
CURRENT ASSETS		
Cash and cash equivalents	3	1,564,073
Trade and other receivables	4	89,565
Inventory		3,019
TOTAL CURRENT ASSETS		1,656,657
NON-CURRENT ASSETS		
Security Bond		13,126
Property, plant and equipment	5	88 585
TOTAL NON-CURRENT ASSETS		101,711
TOTAL ASSETS		1,758,368
CURRENT LIABILITIES		
Trade and other payables	6	166,769
Amounts received in advance	7	797,272
Provisions	8	225,704
TOTAL CURRENT LIABILITIES		1,189,745
NON-CURRENT LIABILITIES		
Provisions	8	138,992
TOTAL LIABILITIES		1,328,737
NET ASSETS		429,631
MEMBERS' FUNDS		
Retained Profits		429,631
TOTAL MEMBERS' FUNDS		429,631

STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30 JUNE 2019

	Note	5 Months Ending 30 June 2019 \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Government grants		825,990
Receipts from customers		339,746
Other Receipts		106,537
Payments to suppliers and employees		(1,843,417)
Interest received		7,574
Net Cash provided by operating activities	10	(563,570)
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for purchase of property and equipment		–
Net Cash provided by (used in) investing activities		–
Net increase (decrease) in cash held		(563,570)
Cash at the beginning of the year		2,127,643
Cash at the end of the year		1,564,073

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2019

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 (Vic). The Board has determined that the association is not a reporting entity. The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuation of non-current assets. The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in preparation of this financial report.

a. Cash and Cash Equivalents

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

b. Income Tax

The Association is an Income Tax Exempt Charity in terms of Subdivision 50-5 of the Income Tax Assessment Act 1997.

c. Property, Plant and Equipment

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold Improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

d. Employee Entitlements

Provision is made for the Association’s liability for the employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled. The Association is bound by the Multipurpose Business Agreement, whereby employee’s prior service in other CLC’s is recognised for the purpose of determining accrual of long service leave entitlement.

Accordingly, where the employee is known to have served on other CLCs for 5 years or more, provision for long service leave is accrued from the commencement of their employment with the Association.

Provision previously recognised for employees who subsequently leave the Association is not reversed at that time because the Association will be required to contribute the accrued entitlement to the then current employer provided they remain eligible for prior service recognition. Where the Association becomes aware that the ex-employee is no longer entitled to prior service recognition the provision is reversed.

e. Inventories

Inventories consist of publication are measured at the lower cost and net realisable value. Costs are assigned on a specific identification basis and include direct costs and appropriate overheads, if any.

f. Provisions

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

g. Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is an indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the assets fair value less costs to sell and value in use, is compared to the asset’s carrying amount. Any excess of the asset’s carrying value over its recoverable amount is recognised in the income and expenditure statement.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2019 (CONT.)

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)

h. Revenue

Grants are recognised on an accrual basis. Any grants received and provided for special purposes are recognised to the extent funds are expended on projects. Grants received for future financial periods are treated as grants in advance under current liabilities to the extent of the unspent grant where there is an obligation to repay the unexpended portion of the grant.

Revenue from membership fees and donations are recognised upon receipt.

Revenue from the sale of goods is recognised upon delivery of goods to customers.

Interest revenue is recognised on an accrual basis taking into account the interest rates applicable to the financial assets

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

i. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold Improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

j. Economic Dependence

The entity is dependent of the Commonwealth and State Government funding for a significant portion of its revenue used to operate its business. At the date of this report the Board has no reason to believe that funding will not continue.

Note 2: Income Tax Expense

The Association is an Income Tax Exempt Charity in terms of Subdivision 50-5 of the Income Tax Assessment Act 1997.

5 Months Ending
30 June 2019
\$

Note 3: Cash and cash equivalents

Cash and cheques on hand	1,271
Cash at Bank	962,802
Term Deposit	600,000
	1,564,073

Note 4: Trade and other receivables

Accounts receivable	99,955
Provision for doubtful debts	(10,500)
Prepayments	110
	89,565

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2019 (CONT.)

	5 Months Ending 30 June 2019
	\$
Note 5: Property, plant and equipment	
Office Furniture & Equipment - Original Cost	206,715
Less accumulated depreciation	(118,130)
	<u>88,585</u>
Note 6: Trade and other payables	
Trade Creditors and accruals	67,718
Provision for audit fees	3,500
PAYG and BAS Payable	93,259
SSRV Security Bond Held	2,292
	<u>166,769</u>
Note 7: Amounts received in advance	
VLA Allowable Surplus	159,438
Unexpended project funds	637,834
	<u>797,272</u>
Note 8: Provisions	
Current	
Employee Entitlements	<u>225,704</u>
Non-Current	
Employee Entitlements	<u>138,992</u>
Note 9: Income Government Grant - VLA	
Income Government Grant - VLA	
Commonwealth	192,601
Income Government Grant - VLA State	550,688
Government Grant Brought Forward - VLA	(29,528)
	<u>713,761</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2019 (CONT.)

	5 Months Ending 30 June 2019
	\$
Note 10: Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax	
Surplus after income tax	8,337
Cash flows excluded from operating surplus attributable to operating activities	
Non-cash flows in surplus	
– Depreciation	11,380
Changes in assets and liabilities;	
– (Increase)/decrease in trade and other debtors	269,671
– (Increase)/decrease in inventory	(1,698)
– Increase/(decrease) in trade and other payables	(48,774)
– Increase/(decrease) in amounts received in advance	(839,136)
– Increase/(decrease) in provisions	36,650
Net cash provided by Operating Activities	<u>(563,570)</u>
Note 11: Going Concern	
The members of the Board believe that the application of the going concern basis of accounting is appropriate due to the expected positive cash flows of the association and through the on-going support of all funding bodies.	
Note 12: Operating Lease Commitments	
Non-cancellable operating leases contracted for but not recognised in the financial statements	
	5 Months Ending 30 June 2019
	\$
Payable - Minimum lease payments: No later than 12 Months	26,360
	<u>26,360</u>
There is a property lease for offices at 279 Spring Reservoir and the commitment is a non-cancellable operating lease with a two year term ending 1 May 2020. Contingent rental provisions within the lease agreement require that the minimum lease payments shall be increased by CPI plus 2%. The commitments calculated above do not include future increase for changes in the consumer price index.	
The Association also has a lease for its office at Level 4 of the Fitzroy Town Hall which expired on 31 August 2018. In accordance with the overholding provision of the Lease, the Association continues to occupy the Premises after the end of the Term subject to the same terms and conditions as contained in the Lease and either party may end this Lease during any period of holding by giving 30 days written notice.	

STATEMENT BY MEMBERS OF THE BOARD
FOR THE YEAR ENDED 30 JUNE 2019

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

In the opinion of the board the financial report as set out on pages 1 to 9:

- 1. Presents a true and fair view of the financial position of Fitzroy Legal Service Inc as at 30 June 2019 and its performance for the period ended on that date..
- 2. At the date of this statement, there are reasonable grounds to believe that Fitzroy Legal Service Inc. will be able to pay its debts as and when they fall due.

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

Chair of Board 
Dated: 31st October 2019
Board Member 
Dated: 31st October 2019

AUDITOR INDEPENDENCE DECLARATION TO THE
DIRECTORS OF FITZROY LEGAL SERVICE INC.

As lead auditor of Fitzroy Legal Service Inc. for the period ended 30 June 2019, I declare that, to the best of my knowledge and belief, there have been:

- a) No contraventions of the auditor independence requirements of the Australian Charities and Not-for-profits Commission Act 2012 in relation to the audit; and
- b) No contraventions of any applicable code of professional conduct in relation to the audit.



Stephen Kirtley
Director
Dated this 31st day of October, 2019
Davidsons Assurance Services Pty Ltd
101 West Fyans Street Geelong, Victoria 3220

INDEPENDENT AUDITOR’S REPORT TO THE MEMBERS OF FITZROY LEGAL SERVICE INC.

Opinion

We have audited the financial report of Fitzroy Legal Service Inc. (the association), which comprises the statement of financial position as at 30 June 2019, and the statement of comprehensive income, statement of changes in equity and cash flow statement for the period then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by those charged with governance 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 2019 and its financial performance for the period then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act).

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 other 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.

Other Information

Those charged with governance are responsible for the other information. The other information comprises the information included in the association’s annual report for the period ended 30 June 2019, but does not include the financial report and our auditor’s report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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

Management is responsible for the preparation of the financial report in accordance with the ACNC Act 2012, and for such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the association’s financial reporting process.

INDEPENDENT AUDITOR’S REPORT TO THE MEMBERS OF FITZROY LEGAL SERVICE INC.

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 Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor’s report.



Stephen Kirtley
Director

Dated this 31st day of October, 2019

Davidsons Assurance Services Pty Ltd
101 West Fyans Street Geelong, Victoria 3220

