



Mt Druitt & Area

Community Legal Centre

2015-16 Annual Report

Contents

| | |
|--|----------------------------|
| President's Report | 3 |
| Management Committee Report | 4 |
| Our Staff | 7 |
| Our Volunteers | 18 |
| Snapshot of Services | 23 |
| Client Services | 25 |
| Community Development | 29 |
| Staff Professional Development | 31 |
| Client Feedback | 32 |
| Accreditation | 33 |
| How the Services are Funded | 34 |
| Acknowledgements | 35 |
| Hours of Operation | 36 |
| Audited Financial Statements for the period ending 30 June 2016 | Appendix A |

President's Report

The highest priority of the Mount Druitt & Area Community Legal Centre (MDCLC) is to obtain both Commonwealth and State Funding to maintain free, relevant and accessible legal services that are responsive to the needs of our diverse Mt Druitt and Area community. Adequate funding is essential to the continuing employment of all our excellent staff. It enables them to operate efficiently and effectively in providing service and goodwill within our community.

The MDCLC received notice of a funding grant made in May 2013 by the former Federal Attorney-General Mark Dreyfus for the amount of \$150,000 payable over three (3) years. The first instalment of \$50,000 was paid in July 2014. The funding helped to meet the on-going demand for domestic violence and family law services. The current Federal Government, unfortunately, cancelled the next two payments. We were delighted and relieved when those payments were reinstated.

The reinstatement of the payments meant that for the financial years up to, and including the 16-17 FY, the Centre's services would continue to be delivered to the community. Beyond that time there isn't any sense of funding certainty.

We have received wonderful assistance and support from across the community. On behalf of the Management Committee our appreciation is extended to the Federal Member for Chifley, Ed Husic MP, State Member for Mount Druitt, Edmond Atalla MP, State Member for Londonderry, Prue Car MP and Blacktown City Mayor, Councillor Stephen Bali for their assistance and ongoing support.

The Management Committee is indebted to our loyal and committed staff members for their diligence and support: Veselko Cuic Principal Solicitor, Vivian Michael full-time solicitor, Hemal Perera part-time solicitor, Nicholas Comino full-time solicitor, Rosemary Davies Office Manager, Kate Barbagallo Office Assistant and our many volunteers.

The Management Committee extends our thanks to local businesses which have assisted the Centre with funding, especially Blacktown City Council and the West Tradies Club.

The Management Committee members share a wealth of experience in community activities. This is an invaluable asset to draw upon and helps ensure decisions made by the MC are relevant to and in the best interest of the community.

Gayle Barbagallo

President

Management Committee Report

Countdown to Service Delivery Milestone

The Centre is in its 20th year. December 2016 will mark twenty years of continuous service delivery to the Centre's client catchment area, Blacktown and the East Ward of Penrith Local Government Areas (LGA'S)

It seems appropriate, given the funding uncertainties that swirl around the community legal sector generally, and in particular how that impacts on the Centre's capacity to sustain its services for the next twenty years, to give some thought to the journey that has taken us from 1996 towards 2016.

The Centre opened its doors to a community and landscape that obviously, over time, has undergone significant changes to the growth and diversity of its population.

Market gardens, poultry farms, most rural-based enterprises and large tracts of bushland have fallen victim to a population push into the western suburbs of Sydney and the strong demand that has brought for new housing and services. The so-called aspirational suburbs have seemingly sprung-up overnight: The Ponds, Kellyville Ridge, Stanhope Gardens, Arndell Park, Colebee and Bungarribee are just some of the new suburbs that are all in the Blacktown LGA, our client catchment area. Blacktown now has forty-four suburbs and more are on the planning board.

The following data is taken from the ABS census of 1996, the year the Centre opened and the 2011 census.

COUNT OF PERSONS – BLACKTOWN LGA

| | 2011 | | 1996 | |
|-------------------|---------|-------|---------|-------|
| Persons | 303,528 | | 232,219 | |
| Born in Australia | 174,951 | 57.6% | 151,838 | 65.4% |

The next census will be conducted in 2016. Blacktown city Council is predicting that the results from that census will show that the population has increased to 332,000.

A search of data from the 1996 census did not show any recorded population figures for the East Ward of Penrith.

However, according to Penrith City Council the population of its East Ward in the 2011 census was 54,834.

Based on the figures from both LGA's it seems reasonable to claim that the 2016 census results will show that the population of the Centre's catchment area is fast approaching or will have reached 400,000.

The NSW Department of Planning is in fact predicting that by 2036, the next 20 years, the population of Blacktown LGA will have reached 481,600.

Source: NSW Department of Planning. New South Wales Statistical Local Area Populations, 2006-2036, March 2010.

Predications are only available for all of Penrith LGA.

The population growth figures give a clear insight into why the demand for the Centre's services has outstripped commonwealth recurrent funding for some considerable time.

Recurrent funding from the Federal Government is supposed to cover the cost of employing two and one-half staff and all other cost outlays. The reality is that the Management Committee has battled with a shortfall between income and expenditure and a greater demand for its services for most of its years of operation.

The Management Committee knows from long experience, that to deliver only the most basic of the Centre's services requires it to employ between two and three quarter full-time solicitor hours and one and three quarter full-time administrative hours.

We celebrate each year that we have managed to stay open, despite the shortfall between federal funding and expenditure; and to employ the number of staff needed to respond to community demand for legal services. This has only been achievable due to the great support we have received from a number of sources:

- Blacktown City Council - concessional rent allowance;
- Local organisations, particularly West Tradies which recently met the cost (\$9,955) of replacing a faulty telephone system and repeated instances of generosity over many years;
- The financial and physical support receive from Ashursts, formerly Blake Dawson Waldron from 2001-2011.

The Centre has also benefited from several one-off payments from the Federal Government.

We go back to the earlier comment about the funding uncertainties confronting the community legal sector; the only realistic conclusion that can be drawn from this situation is that some form of change appears to be inevitable.

The Management Committee's considered position is that we must embrace the reality that change will happen. We must take every opportunity possible to seize the future so that the Centre will continue to operate for the next twenty years and beyond.

The Management Committee

The Centre has been very fortunate to have a team of dedicated management committee members. During the reporting period, they were:

| | |
|------------------|--------------------------|
| Gayle Barbagallo | President |
| Valerie McKinnon | Vice President |
| Merleen Millson | Treasurer/Public Officer |
| Patricia Ehrke | Secretary |
| Doreen O'Grady | Ordinary Member |
| Patricia Edghill | Ordinary Member |
| Nicole Seniloli | Ordinary Member |
| Joan Husic | Ordinary Member |
| Colleen Rassack | Ordinary Member |

Our Staff

The staffing at the Centre in the reporting period consisted of two full-time solicitors and two part-time solicitors (total one hundred and seven legal service provision hours per week), one part-time Office Manager and one part-time Office Assistant (total sixty two hours per week).

Solicitors and administrative staff have done their best to provide the local community with excellent legal services and representation in ever changing circumstances. During the reporting period the following staff members were:

VESELKO CUIC

Principal Solicitor (2006 to current)

For a four month period from late 2004 until early 2005 Veselko conducted his practical legal training at the Mt Druitt & Area Community Legal Centre. From around July 2005 until December 2005 he worked at the Centre as a volunteer solicitor. Veselko commenced part-time work at the Centre in late 2006 and was employed full time in early 2008. In 2011 he was appointed Acting Principal Solicitor and became Principal Solicitor in 2012.

"During my university studies I had always planned on working in a commercial firm. I had approached many commercial firms during 2004 with the view of undertaking the practical legal training (PLT) component of my Graduate Diploma in Legal Practice.

All the firms stated they hadn't any space available for me at the time; one suggestion was that I try the Mount Druitt and Area Community Legal Centre. I had never heard of a Community Legal Centre before that suggestion was made.

I have been at the Centre since my PLT time, apart from 9 months in private practice in 2006. I now find it difficult to believe I wanted to practice in the commercial area. I am proud to work with a wonderful group of people and to provide a valuable service to the local community".

Civil Law

The Centre's civil law practice covers a wide range of matters including: neighbourhood disputes, minor traffic matters, driver licence appeals, Victims Services applications for

compensation and opposing restitution orders, consumer complaints, motor vehicle accidents, unfair dismissals, tenancy issues, mortgage defaults and credit and debt matters.

There was a decrease in credit and debt, road and traffic, and motor vehicle accident matters in the 2014-2015 year, with these decreases offset by increases in other areas such as wills/probate and the vast area of minor matters grouped into the 'other' category.

Outreaches were set up at the following places: Marrin Weejali Aboriginal Corporation in Blackett; North St Marys Neighbourhood Centre and the Willmot Community Hub.

The civil law practice achieved some great results throughout the year. Two good examples are mentioned in the case studies below. Although these examples are not from the area of civil law, they represent our ability to deal with areas of law that we do not commonly deal with, yet in which we can still achieve great results. These examples also show the dire circumstances our clients find themselves in, and the importance of the legal services that we provide.

Case Studies – Veselko Cuic

Case Study one - Ozgur

Ozgur contacted me a nearly a year after I assisted him with a prescription drug possession charge in early 2015. Ozgur had been charged with possession of an illicit drug. Ozgur needed his matter to be dealt with by no conviction being recorded against him due to strict requirements of his government job. I told Ozgur that his prospects of a section 10 were not good since he obtained the benefit of a section 10 when I assisted him a year earlier. I advised that a section 32 application under the Mental Health (Forensic Provisions) Act 1990 was possible but a long shot; I told him I would do what I could. Ozgur thanked me sincerely and said he called me again because I was the only person he could trust.

Ozgur was molested and raped by his neighbour over an approximately 2-year period when he was in his early teens. A few years ago he discovered that his sister was also molested by the same neighbour. Recent police investigations into the matter caused him great depression which resulted in him turning to synthetic cannabis in 2014. The synthetic cannabis use resulted in his possession of a prescription drug charge in early 2015.

Ozgur's marriage broke down which caused him further grief.

Ozgur obtained a detailed psychologist's report through victim's services which I used as the basis of the section 32 application. After much convincing from me, the Magistrate permitted Ozgur to have

his assistance dog sit in the Courtroom with him. Despite my best efforts, the section 32 application failed. However, the contents of the psychologist's report and my submissions resulted in the matter being dealt with under section 10 of the Crimes (Sentencing Procedure) Act 1999. Ozgur had obtained the result he originally called me for.

Ozgur cried outside when he left Court, just as he did in early 2015. He thanked me and said "This is like a victory for you, how can you just go back to the office and keep working?" I said "I just do what I have to do to help".

Ozgur is continuing with counselling and support groups to cope with his depression.

Case Study two - Mindy

Mindy came to me in around mid-2015 asking for help in getting her driver licence back. Mindy had 3 habitual traffic offender declarations against her resulting in her driver licence being suspended for 15 years.

Mindy's offences were not the result of careless driving or someone who offends due to disrespect for the law, they were the result of someone who offended out of desperation to try and find a home and dealing with domestic violence issues. Her last offence occurred because her violent partner threw the car keys at her when she was 8 months pregnant and at the hospital for a checkup. Her 2 other children were with her and no one was available to drive the car home for her. She had no money for public transport and could not walk home. She felt she had no choice but to drive herself and her 2 young children home.

I could not represent Mindy at Court due to being overloaded with work. I managed to get all records from Court for her prior offences and also police COPS records in relation to all her domestic violence reports and AVO's against her ex-partner. I drafted Mindy's application to quash the 3 habitual traffic offender declarations and also her submissions.

Mindy called me when she finished Court and told me the good news that all her habitual traffic offender declarations had been quashed. She told me the Magistrate read out the case reference of R v Te Pairi that I included in the submissions and agreed with the quotation that offenders need to have prospects of rehabilitation. I booked Mindy in for an appointment so I can write a letter to the Attorney General's Department seeking that her 2-year Court imposed driver Licence disqualification be quashed under the Royal Prerogative of Mercy.

Unfortunately, Mindy did not attend her appointment with me and I did not call her back to book another one due to being busy with other matters. I received an urgent call from a counsellor saying that she needs to speak with me in relation to Mindy. I took the call and was told that Mindy was there

with her. Mindy was with her at the time. The counsellor said that Mindy had allowed her ex-partner to live with her again. It was not long before she was again a victim of domestic violence. Mindy fled her own Unit with her three children and sought the assistance through WDV CAS. Mindy had no identification so could not obtain urgent accommodation. I was asked if I had some ID on file but only had Mindy's Centrelink card. I was told that was good enough to get urgent accommodation. I used the call as an opportunity to make an appointment with Mindy so draft the letter to the Attorney General's Department.

VIVIAN MICHAEL

Part-time Solicitor (2008 to current)

Vivian started with the Centre as a Practical Legal Training (PLT) Student in about October 2008. Since admission in 2009, she has been employed as a solicitor, working primarily in employment law.

"Undertaking the PLT at a Community Legal Centre and then taking on a solicitor's role at the Centre has been rewarding and provided me with the following skills set:

- *Agility in legal practice; ability to confidently and quickly take on case work in several new practice areas; and*
- *Practical end-to-end management of case work from the date of admission; a rarity in some large private firms.*

The Centre has improved its success rate of settling employment matters through preventative measures; whenever possible we advocate during negotiations for employees before termination. Further, in instances where matters escalate to termination, the Centre is able to empower clients in the unfair dismissal teleconference process by encouraging their participation.

The Centre assists most clients from the lodgement of an unfair dismissal claim through to representation at a Fair Work Commission teleconference and preparation of a Deed of Release to finalise the matter. The Centre assists with hearings in exceptional circumstances as about 80% of matters are successfully resolved at the teleconference stage."

HEMAL PERERA

Part-time Solicitor (2012 to current)

With fourteen year's experience in the Community Legal sector Hemal commenced with MDCLC as a volunteer solicitor in April 2012. A vacant part-time family law solicitor's position was offered to Hemal and he started as a part-time family law solicitor but soon found himself helping clients in other areas of a generalist legal service.

"I have completed 18 years with the Community Legal Sector as a Solicitor and have gained much experience in the areas of Civil & Family Law. I commenced with MDCLC as a volunteer Solicitor in April 2012 and was offered the Family Law Solicitor position when the incumbent at the time resigned. Since then I have helped clients as a Generalist Solicitor.

Family Law

I have been helping clients providing advice in the areas of Parenting Orders, Consent Orders, Divorce, Recovery & Location Orders. I have explained to them what they could expect from court (merits) depending on their individual circumstances. Mediation is a pre-requisite in parenting issues before going to court. I have explained to them what mediation is, how to seek mediation and the mediation process at Family Relationship Centres and Legal Aid arranged mediation.

"In helping them in the preparation of their paperwork to court I sent them an email with web links containing reading material from Family Court and other service providers on relationship breakdown, sample affidavit, sample orders, court filing fees, how to request a reduced fee and so on. In some instances, I provided a sample Initiating Application and affidavit as attachments. Before sending this email I make changes to my normal email to suit client's need or situation.

The deserving clients I gave appointments to see me to draft their papers to court. Some clients with the help of my email did their drafts themselves and showed them to me for fine tuning which I gladly did with little time spent. When advice was sought on property and financial issues I explained to them that we do not help in that area. However, I provided them with some basic advice in relation to their issues.

Generalist work

I have helped clients in the areas of Credit & Debt, Neighbourhood Disputes, Deceased Estates, Powers of Attorney & Guardianship. When our Employment Solicitor is unavailable I helped clients in that area as well. I have drafted Enduring Powers of Attorney, Enduring Guardianship documents and Last Wills. I have also helped clients with pleadings affidavits, defences or other material to be filed in the Local Court or at NCAT

Outreach work

From July 2014 I have been attending NgalluWal Aboriginal Child and Family Centre at Doonside NSW on a fortnightly basis. I have made presentations at the Centre and helped many clients on wide range of issues that they raised."

Aboriginal Family Law (AFL) Project

BACKGROUND

About January 2013 our Centre (MDCLC) learned about receiving funding for the above project together with two other services in the Sydney region. They are Aboriginal Legal Service (NSW/ACT) Limited (ALS) and Women's Legal Service NSW (WLS). MDCLC catchment area is Blacktown City Council area plus Penrith East Ward area. ALS & WLS are State wide services and they too cover the MDCLC area.

I was given the responsibility to carry on with this Aboriginal family law project. The funding received was for only one year but the Management of MDCLC spread it over a two-year period as taking a project for a shorter period may not win the confidence of the Aboriginal Community.

HOW WE TOOK THE PROJECT TO THE COMMUNITY

- MDCLC contacted the ALS and WLS the other services that had funding for the project. Several meetings were held at different locations to avoid services overlapping when providing services
- MDCLC held workshops and information sessions at many other Aboriginal services in introducing the project to the community
- MDCLC printed flyers and distributed them at the information sessions and the workshops held. The outcome was good at the start as we had some Aboriginal people who had Family Law issues contacting us. When we went to the Aboriginal people with the project we not only addressed their family law issues but addressed many other issues in other areas of the law as well, in a timely and meaningful manner

PROGRESS OF THE PROJECT

- MDCLC contacted the NgalluWal Aboriginal Child and Family Centre in Doonside and arranged with the Centre for a MDCLC solicitor to attend the Centre on a fortnightly

basis to assist the Aboriginal Community in their Family law as well as all other legal issues.

- The fortnightly visits continued until about early July 2016
- About July 2016 due to an Act of God the NgalluWal Centre got flooded and damaged. We had to suspend the visits until the premises was restored to its former condition. At present NgalluWal Centre is back to business as normal
- MDCLC showed its presence at NAIDOC celebrations held at the Centre previously. This year 2016 too WSCLC Rooty Hill Branch ran a stall alongside few other services, at the NAIDOC celebrations on 28 September 2016.
- We took the message to the Aboriginal Community how WSCLC can help them in their Family Law and other work

A MATTER THAT MADE ME REALLY HAPPY

Case Study: Wendy

MDCLC had made a name for helping Aboriginal people via this project.

An Aboriginal person who had information about us phoned and asked for help to obtain a Passport for her daughter (teenage school girl) within 24 hours when her father was not available/unwilling to sign the application for a passport. This child had been selected by World Vision Australia to go overseas as an ambassador for the country together with another student. Client has made the application about two weeks back and the Passport Office has requested the child's father's signature to the application or a court order. World Vision has requested the Passport within 24 hours to obtain the visa and if passport was not given the child was going to miss the opportunity. There was no time to seek an order from court.

I invited client to see me ASAP and started to research on the laws and the regulations applicable. Before the client arrived I found that there was a legal provision that can be used in such situations without seeking court intervention. When the client saw me I explained the process to client, prepared the application with supporting material and asked the client to lodge them early morning the next day. Few days later the client told me that she got the Passport with the help of the material I provided, World Vision Australia obtained the necessary Visa and that the child was ready to go.

PRESENT STATUS

The Aboriginal Family Law Project came to an end about a year ago. However, we continue to serve the aboriginal community by visiting the NgalluWal Centre once every fortnight and help the community not only in Family Law but in many other areas of the law in this outreach service.

Case Studies – Hemal Perera

Case Study one: Susan

Susan's son was serving a term in Gaol. His partner filed an application in court against John seeking Parenting Orders. I prepared papers for Susan to intervene in the matter as an interested party, seeking orders to spend time with her grandkids. The court accepted her papers and allowed her to intervene in the matter. Her son did not appear and was not represented. Susan advised me that His Honour gave her the spend time she sought at a hearing between her and the applicant. She thanked me for helping her.

Case Study two: Brent

Brent contacted me with Family Law papers filed by his ex-partner seeking custody of the children. He also showed me the last order made by court listing the matter for hearing directing him to file his Response and affidavit before the hearing. I drafted his response and affidavit seeking equal shared parental responsibility and spend time for Brent Unrepresented Nathan presented his case to the Judge following the instructions I gave him. Nathan was successful in obtaining the Equal Shared Parental Responsibility Order and the spend time he asked.

My Observations

In Local Court Small Claims Division and Federal Circuit Court in the Family Law Division I have helped many clients with their pleadings and other material together with instructions what to say in court. Most of them have had successful outcomes. Representation is not an issue in some cases.

**client names have been replaced with pseudonyms for client confidentiality*

NICHOLAS COMINO

Full-time Solicitor (October 2014 to current)

Nicholas started volunteering at Redfern Legal Centre between 2006, later being employed as volunteer coordinator and solicitor from 2007. In 2011, Nicholas relocated to Port Macquarie to set up the new Mid North Coast Community Legal Centre. In 2013 Nicholas returned to Sydney to open up his own legal practice in family and domestic violence law. Nicholas joined the Centre in October 2014 as a part time solicitor working across a range of areas of law including care and protection, family law, and general civil law.

"As a generalist solicitor, I see clients facing a range of life challenges. This might include legal proceedings that have already been initiated against them, or confrontations with authority such as police or NSW Community Services, and they may have been victims of domestic violence or other crime. Advice on legal rights and options for dispute resolution can help achieve a practical solution that is less confrontational for all parties concerned.

I have supported clients through mediation, represented in matters relating to apprehended domestic violence orders, drafted affidavits and court applications, sought pro bono representation for clients through the NSW Bar Association or other schemes, and negotiated with insurers and creditors to resolve financial problems.

I reviewed a chapter for the NSW Law Handbook (Redfern Legal Centre Publishing) on neighbours and the law."

ROSEMARY DAVIES

Office Manager (January 2014 - Current)

"I commenced employment at the Centre in January 2014, working two days per week in the position of Budget Administrator. It was a job sharing arrangement with the Centre's Administrator.

My role was to monitor and manage the Centre's financial system and its related responsibilities. I was to work closely with the Treasurer and to report directly to the Management Committee.

My professional qualifications include an Advanced Diploma in Accounting. I have had extensive experience gained in the private sector, as a Company Accountant. My particular area of expertise and interest is with financial management and human resources/payroll.

The opportunity to work at the Centre came at a time when the organisation I was employed by was in the process of centralising its financial arm to its North Shore Head Office. I live in western Sydney and believed that the travel arrangements I would have had to make would impact negatively on other responsibilities and commitments, so I left my position as Company Accountant reluctantly, as I had been with the company for thirteen years and enjoyed a good working relationship.

Settling into my new job I found I really liked responding to the new challenges of working in, and learning about the community service sector; and how important the contribution the legal services delivered by the Centre make to the wellbeing of the community.

In September 2014 Anita Pemberton, the Centre's long serving Administrator of thirteen years, resigned to pursue her academic aspirations.

I was delighted to be offered the administrator's position. This meant I would be responsible for the day-to-day management of the Centre's administrative and financial systems. My working arrangements changed from two to four days per week.

What had interested me about working extra days was that I would become more involved in the delivery of the Centre's services and very much a member of a team of hard working solicitors and Management Committee members all driven by the same goal, to provide the best possible legal service to the community.

I have really come to love my job and enjoy being a member of a great team.

I would like to take the opportunity to publicly acknowledge the following:

- *The legal staff, Veselko Cuic, Vivian Michael, Hemal Perera and Nicholas Comino; who with their generosity of time and knowledge helped me settle into my new role;*
- *Kate Barbagallo, our office assistant who so cheerfully and competently delivers the skills and support needed to make us, in my view, a very cohesive and results orientated administrative team;*
- *The Management Committee members, for the faith they had in me to offer me the position and their unfailing support; always willing to respond quickly and efficiently to matters which require their attention;*
- *The volunteers without whom the Centre could not function effectively;*
- *Bronwyn McCutcheon and Benjamin McDougall, from Legal Aid NSW whose guidance and advice was so important to me as I came to terms with my new reporting responsibilities."*

KATE BARBAGALLO

Office Assistant (September 2014 - current)

Kate joined the Centre as the Administrative Assistant in September 2014. She is responsible for the delivery of the Centre's reception services, referral services, the CLSIS) data collection and general administration.

"In the twelve months I have worked at the Centre, I have found my job very satisfying and quite different from my previous work experience. I have learnt so much and gained experience in helping to run an office. I recognise how important my interaction with clients is because it is generally the first point of contact with our clients.

My reception and telephone duties require me to listen to clients and their issues and then do whatever I possibly can to help get them a solution at the earliest date possible. Clients want to know that they are being heard, that their matters are important and they are able to get the help they need; when clients thank you for your help and for listening, it is very rewarding. When I'm not assisting clients and arranging call-backs, I am assisting Rosemary, the Administrator, with her responsibilities."

Our Volunteers

Volunteer law students continue to make a very significant contribution to the provision of legal services at the Centre by assisting with administrative tasks and legal research. Without volunteers we would find it difficult to come close to providing the extensive legal service that we do deliver to our clients. We are very proud of the level of service we are able to provide to our community.

The Centre offers the students practical application of their legal studies and they in turn assist in the provision of an essential service to the community. During the reporting period, they were:

| | | |
|------------------------|---------------------|----------------------------------|
| Khan Maqbool | Volunteer Solicitor | <i>(Finished September 2015)</i> |
| Jaspreet Singh-Bans | Volunteer Solicitor | <i>(Finished September 2015)</i> |
| Zaky Ora | Volunteer Solicitor | |
| Zersha Saeeda | Volunteer Solicitor | |
| Andrea Rodrigues | Volunteer Student | |
| Lachlan Muir | Volunteer Student | |
| Sherif Alam | PLT Student | <i>(Finished October 2015)</i> |
| Rachel Kite | PLT Student | |
| Omar Rodriguez | PLT Student | <i>(Finished March 2016)</i> |
| Caroline Keith | PLT Student | <i>(Finished March 2016)</i> |
| Carmelle Cuanan | PLT Student | |
| Madelene Gilmour-Walsh | PLT Student | |

ZAKY ORYA

Volunteer Solicitor (October 2015 - current)

"I have worked in various commercial and government roles since becoming a solicitor but It was always my dream to work for a community legal centre. Growing up in the Blacktown area I always felt there was a need for legal empowerment within the Community. There were so many day to day problems community members faced and nowhere to turn for help unless they were financially stable. That's why I chose to become a volunteer solicitor with Western Sydney Community Legal Centre. I take pride in the work the Centre does for clients and the varied and diverse range of legal matters the Centre provides advice on.

I personally grew so much more as a solicitor by embracing the challenge of working in various legal areas and dealing with clients from all backgrounds. I commenced as a volunteer solicitor in October 2015 and was fortunate enough to be offered a short employment contract with the Centre in mid-2016.

I worked in various matters ranging from employment law, housing matters, criminal matters, license appeals, civil claims including motor vehicles and fencing and neighbourhood disputes. I attended outreach centres at Doonside and Mt Druitt and provided legal services to a diverse clientele.

I also appeared on behalf of clients at the Mt Druitt Local Court and conducted phone mediations with insurance and debt recovery agencies."

Case Studies – Zaky Orya

Case Study 1 – Amy

Amy is married with four children. Her husband worked six (6) days a week and she was the person solely responsible for the care of her children. This included taking and picking them up from school every day and other extra-curricular activities. She was also studying at TAFE become a chef.

She lost her driver's license due to an accumulation of points. She requested a review of the suspension and her request was unsuccessful.

She initially sought a phone advice and due to her language difficulties I decided, with approval from Veselko, to take the matter on. I prepared an appeal to the Local Court, drafted submissions on her behalf, contacted her employer for a character reference and prepared the matter for hearing. On hearing day, I found out that she had two prior suspensions in the last three years. I sought an

adjournment from the Court to allow Amy to undertake the Traffic Offenders Program (TOP) and the matters was adjourned. Amy completed the TOP within 8 weeks.

Veselko appeared on the final occasion and her appeal was allowed in full.

A very good result.

Case Study 2 – Malcolm

Malcolm was a tradie working at the CBD. Due to the recent tramline works there were several changes to the road conditions.

Malcolm had been working at his particular job for over 12 months and had taken the same route to work every day. When the tramline works commenced he would check changes to his route online the night before to ensure he took the most efficient path.

On the day of the offence Joseph had made all reasonable attempts to ensure he was aware of the road changes. He made a right turn on his usual path and upon making the turn he was pulled over by a marked Police vehicle for an illegal turn. The Officer advised him that the right turn was not allowed due to the road changes. There were no signs prior to the turn to indicate the change and the only sign appeared once Malcolm had already made the turn.

Malcolm contacted the office for phone advice. I advised him about the appeal process and the way in which he should prepare the case. I advised him that he needed to prepare submission explaining the circumstances of the offence, his prior good driving record and his attempts at ensuring he was aware of all road changes. I also provided to him copies of all relevant forms and a template submission document. He had 28 days to lodge the appeal.

After the appeal was heard Malcolm sent me an email thanking me for the advice provided and said his matter was successful on all grounds.

Another fantastic result for our client.

**client names have been replaced with pseudonyms for client confidentiality*

ANDREA RODRIGUES

Student Volunteer (October 2014 - current)

"I am currently a third year Law and Arts student at the Australian Catholic University. Prior to commencing my Pro bono involvement required as a part of my degree I had never heard of a

Community Legal Centre before. After volunteering here, it is very clear to me the significance of what this centre does and achieves for our community.

My role as a volunteer is to be the first point of contact for our clients seeking legal assistance. I also assist the solicitors wherever I can with a range of things including research, following up with clients, drafting letters and completing case briefs. It is invaluable to see the things I am learning at University being put into practise, whilst gaining knowledge and practical experience that I would not be able to receive from a classroom. Overall, volunteering here has been an enlightening experience and I am grateful for being able to assist a diverse range of clients with a diverse range of legal issues within a supportive environment."

RACHEL KITE

PLT Student (December 2014 - current)

"My time at the Mt Druitt & Area Community Legal Centre for the past ten months has truly been an inspiration in my early legal career. The highly uplifting practical experience at the Centre has provided me with a range of knowledge in the various areas of law such as criminal, civil and family law.

My primary role at the Centre has been staffing the front reception desk. This position is a fundamental part of assisting our clients with their matters because it is the first point of contact. After speaking with the clients about their matter, I try to ascertain what their legal issue is by asking relevant questions to help determine the type of advice they require. I then arrange a day for a solicitor to contact the client to provide the legal advice they need. Further, I also assist the solicitors and administration staff with their work load and other ad hoc duties.

The overall experience at the Centre has given me the opportunity to be part of a supportive team of dedicated solicitors, frontline staff and administrators who consistently strive to achieve the best solutions for all our clients, in the aim of achieving social justice in our community."

CARMELLE CUANAN

PLT Student (February 2016 – July 2016)

I used to volunteer at Mt Druitt & Area Community Legal Centre during my university studies in 2013, and I am now undertaking my Practical Legal Training here at the Centre again. I am very grateful for the opportunity to be able to assist an organisation which provides such essential services to my local

community. Many of our clients come from very disadvantaged backgrounds and it is fulfilling to be able to help them obtain quality legal assistance. It is inspiring to see the very real and positive impact that the Centre has on their lives.

My role is at the front desk, and I am responsible for client intake, referrals and answering enquiries. I also assist with legal research, drafting correspondence and other ad hoc tasks required of me by the solicitors and administrative staff. I am the first point of contact with the Centre for many of our clients and I enjoy being able to lend a sympathetic ear to their situation, and reassuring them that we are able to help.

Overall, my experience at the Centre has been invaluable to my development as a professional and as a person. I have learnt many legal skills, but most importantly, I have cultivated a sense of duty to serve my community and to treat the people around me with dignity and respect.

LACHLAN MUIR

Volunteer Student (February 2016 - current)

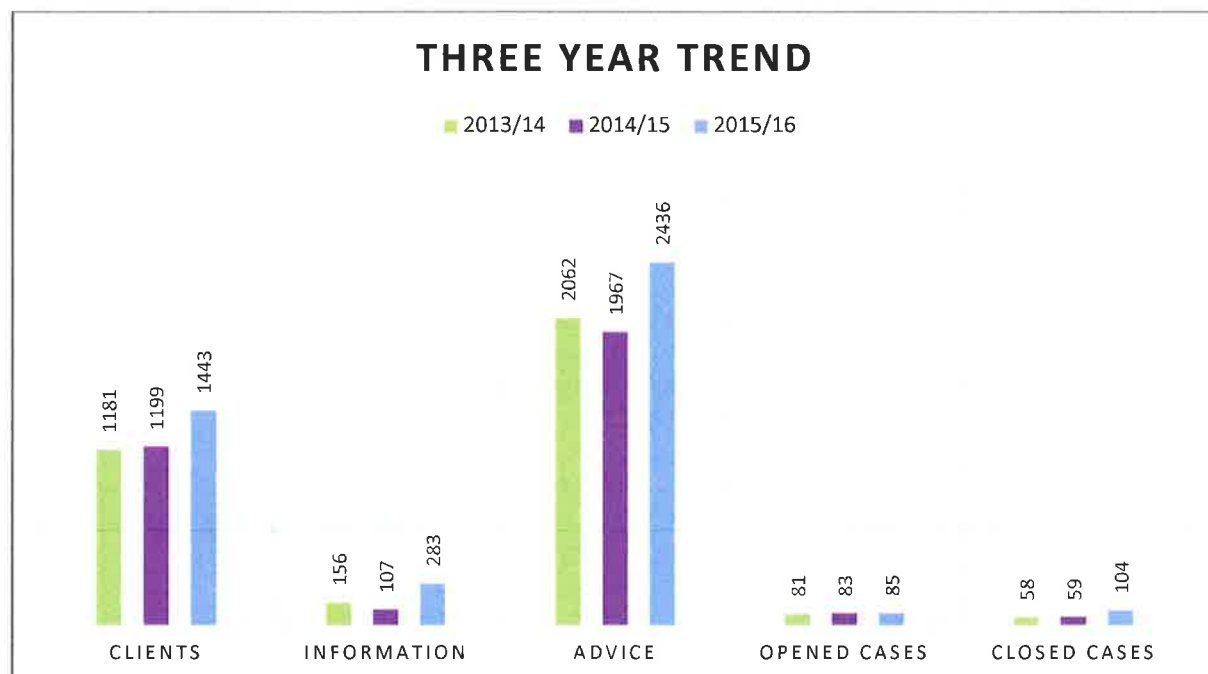
"I began volunteering at Rooty Hill branch of Western Sydney Community Legal Centre in February 2016. This was my first experience at a legal practice and professional environment. The Centre has been incredible at assisting my professional development. From Day 1, I was mentored by a range of incredible staff and other volunteers. These wonderful individuals make me so passionate about volunteering at the Centre.

I love volunteering at the Centre as it gives me an opportunity to combine two of my passions: law and social justice. The Centre gives me the opportunity to positively impact the lives of many people from my community. Our clients are the highlight of my volunteering experience. The appreciation of our clients constantly inspires me to give my all. I also love the diversity that comes with volunteering at the Centre. Our clients come from a range of social, cultural and economic backgrounds. This has been an incredible experience as I have learned more about my local community.

The Centre has also given me an invaluable insight into how the law works in practice. The wide practice areas undertaken by the Centre has allowed me to become familiar with a large range of legal issues. I have loved this as it means every day you are learning more and more. I find this extremely beneficial as a law student as it helps guide me towards what areas of law I want to practice in the future."

Snapshot of Services

The Year in Review



It is evident in the above graph that the need for our services is increasing over the years.

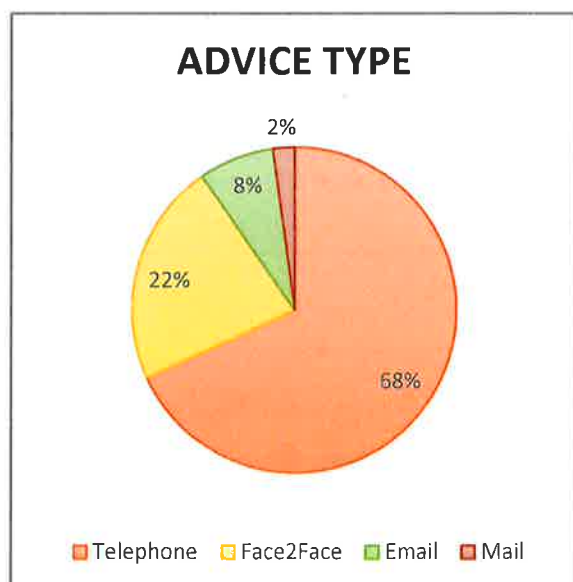
Of our 1443 clients that we helped in this reporting period:

Seven percent (7%) are of Indigenous Status;

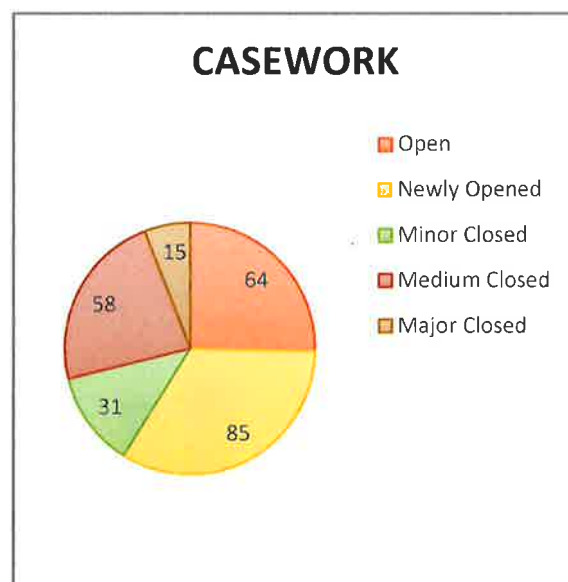
Fourteen percent (14%) identified with being disabled;

Fifty-eight percent (58%) earn a low income;

Twenty percent (20%) are sole parents with dependent children.



On average, we contact our clients over 2000 times annually for advice in one form or another.

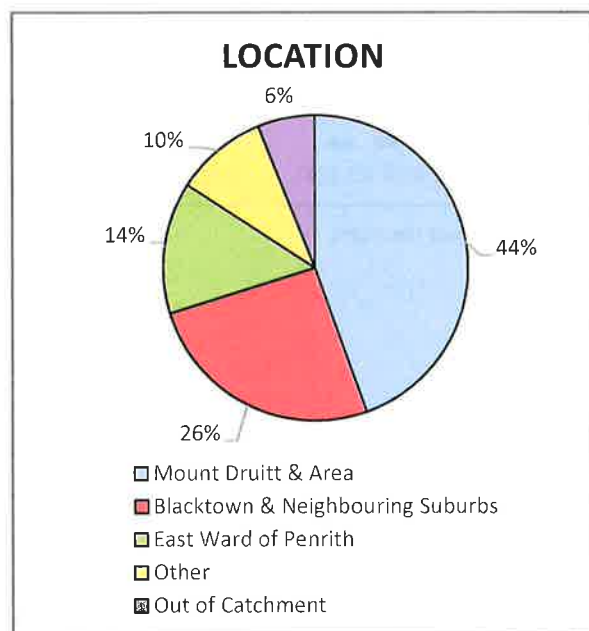


Annually, we open over 70 cases in the reporting period and close over 60 with 14% of them being major cases.

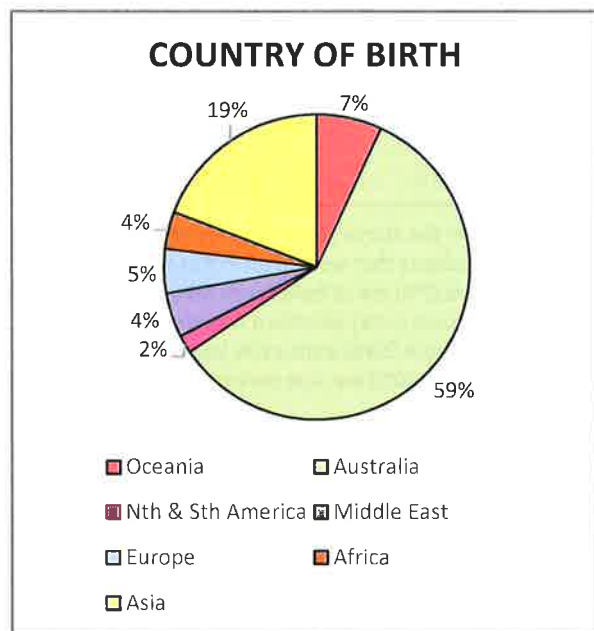
Client Statistics



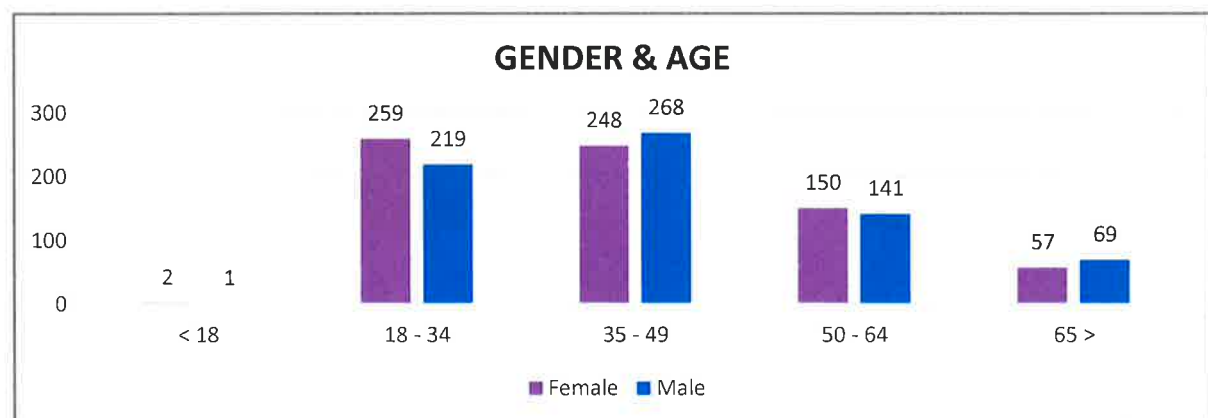
It is clear that we do not only increase our amount of New Clients annually; but we also have an increase of Repeat and Existing Clients who continue to return for additional advice.



Our most common postcode area is 2770; which contributes 66% of the Mt Druitt & Area clients, and 29% of all clients.



Over 40% of our clients were born outside of Australia. Highest country is India which accounts for 31% of Asia.



Our most common age group of clients is between 35 and 49 with thirty-six percent (36%). We do not have one gender who receives more advice than the other; our clients are essentially an equal mix of male and females.

Client Services

Summary of Client Service Activities

The 2015-16 reporting period also saw another productive year of service delivery highlighting the diligent efforts of the Centre's staff and volunteers; in particular, the hard work undertaken in meeting or exceeding the majority of performance indicator objectives.

Telephone Advice

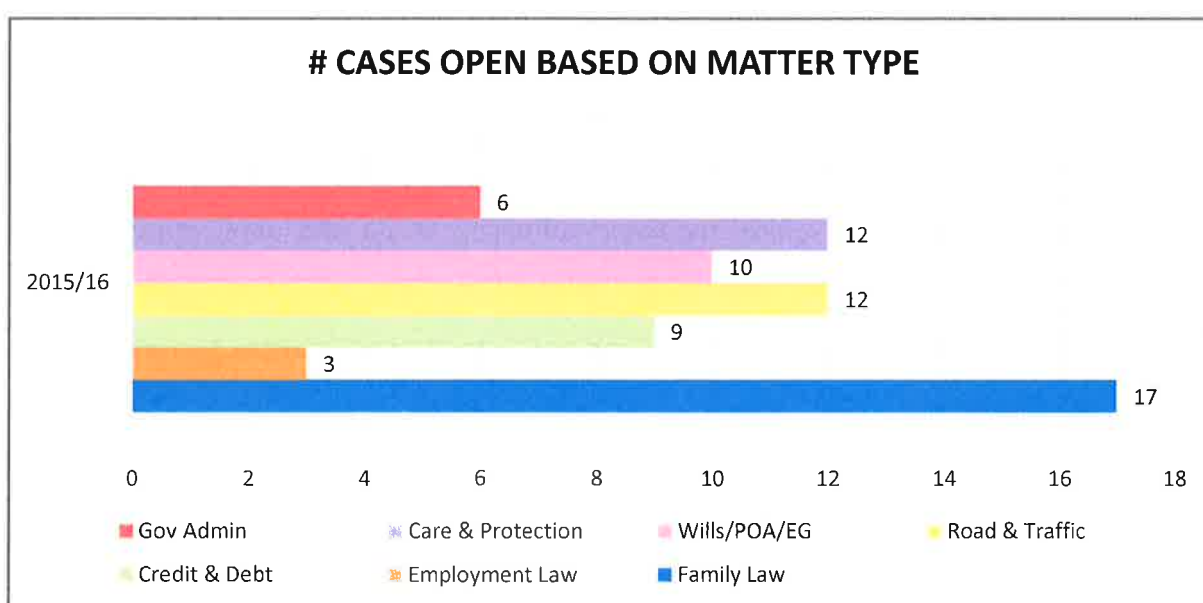
The telephone advice line is the primary point of contact for clients seeking to obtain legal advice, information or referrals.

The telephone advice line operates on Tuesdays and Thursdays between 2 pm and 4:30 pm. The Centre tries to ensure that all solicitors and volunteers are available at this time to answer the numerous calls made to the Centre. The service averages eighteen calls per session.

The phone advice line generates appointments for further information and ongoing case work.

Casework

The Centre continues to provide and manage casework services to clients according to the Centre's policies.

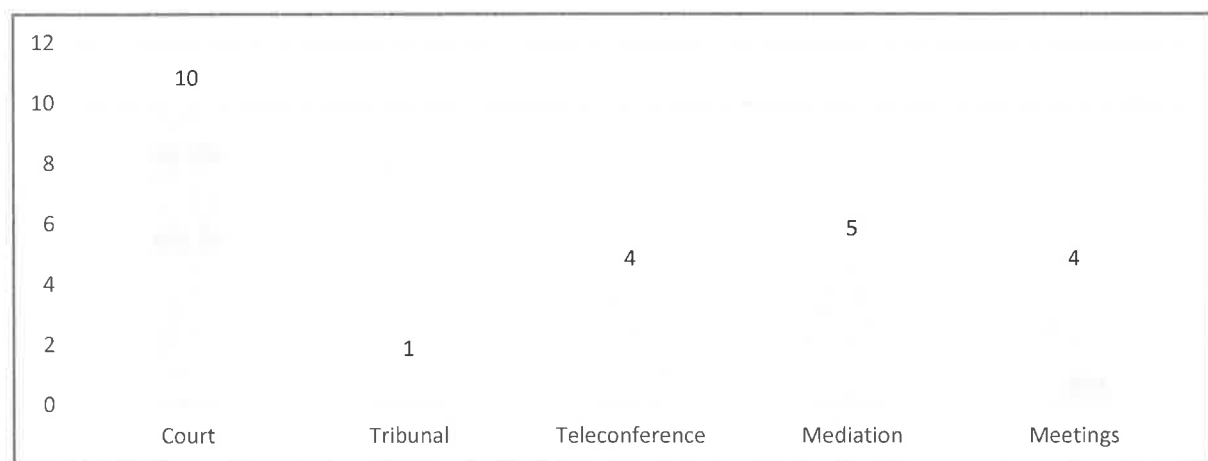


Representation

The Centre prides itself on the fact that in certain circumstances it provides legal representation e.g. for disenfranchised people or those who would be disadvantaged if they were not legally represented. During the reporting period the Centre represented clients at various local courts and tribunals.

We focus particularly on representing clients from non-English speaking backgrounds and clients with physical or mental disabilities.

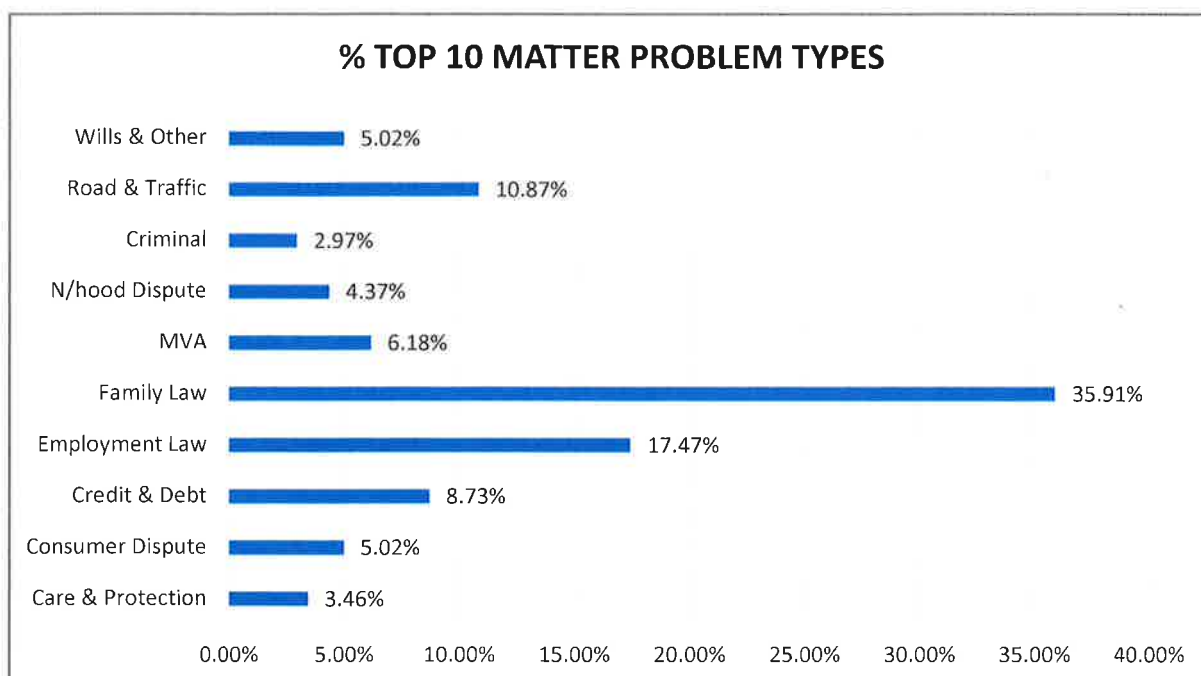
We also provided representation for those people who, without legal assistance would be in an unequal bargaining position or disadvantaged at the time of litigation.



Summary of Problem Types

The Centre is a generalist community legal centre. Legal advice was provided through face to face interviews, telephone advice or by way of written correspondence. During the reporting period we provided advice and casework predominately on family law, employment law, road traffic and motor vehicle regulatory offences, credit and debt, motor vehicle accidents, consumer complaints (fair trade/trade/sell practice), neighbourhood disputes, apprehended violence orders, tenancy, wills and power of attorney matters and advocacy in a variety of jurisdictions.

The above services provided demonstrate how the Centre has assisted people in the community who need ongoing assistance to resolve their legal problems when other avenues for legal assistance are not available to them.



Community Legal Education

We conducted legal education sessions at various venues within the community. These were tailored to suit the needs of particular community groups. The Centre contacted and liaised with, community groups and service provider agencies to provide Community Legal Education (CLE) that prepares people with the knowledge and skills needed to successfully resolve the law-related problems encountered in their everyday lives.

| DESCRIPTION | LOCATION |
|--|---|
| Generalist Services for Aboriginal People | Ngallu Wal Aboriginal Child & Family Centre |
| Alcohol and Drug Issues in the Local Court | TAFE NSW Western Sydney Institute – Mt Drui |
| Suspension & Appeals | Marrin Weejali Aboriginal Corporation |
| Generalist Services for Seniors | Mount Drui |
| Drivers Licence Suspension & Appeals for Aboriginal People | Marrin Weejali Aboriginal Corporation |
| Traffic & Licencing | Chifley Amateur Radio Club |

Referrals

The Centre enforces the importance of always asking a potential client on how they became knowledgeable of our services.

| | | | | | |
|------------------------------------|-----|-------------------------------|---|----------------------|----|
| Self/Friend/ Relative/Neighbour | 760 | Private Legal Practitioner | 9 | Specialist Service | 3 |
| Law Access | 62 | State/Territory Courts | 8 | Tribunals | 3 |
| Community Legal Service | 48 | Family Court | 7 | Dispute Resolution | 2 |
| Legal Aid Commission | 43 | Law Society | 5 | Education | 2 |
| Community Support | 35 | Women's Refuges | 5 | Police | 2 |
| Fair Work | 21 | Government Health | 4 | Counselling Service | 1 |
| Fair Trading | 18 | Human Rights | 4 | Federal Courts | 1 |
| Government Department | 15 | Federal/State MP | 3 | Health Professionals | 1 |
| Family Relationship Centre | 11 | Financial Counselling | 3 | Other | 50 |

Community Development

The Centre maintained its commitment to develop and maintain relationships with those organisations and individuals who represent and who are representative of the target communities in our catchment area.

The contacts can also be seen as an effective tool in collective problem solving and utilising collective resources. It also helps to promote the Centre's services. Many community contacts were made during the reporting period.

Staff attended the following:

Blacktown Women's Health Centre in October 2015.

LAC event at Ngallu Wal Aboriginal Child & Family Centre in November 2015.

Industry Breakfast at Mount Druitt TAFE in November 2015.

Ngallu Wal Aboriginal Child & Family Centre event with the Family and Community Services (FaCS) Minister in December 2015.

Coral McLane Awards in March 2016

Meeting's at the Women's Activities and Self Help House (WASH House) IN August 2015 and March 2016.

Rural, Regional & Remote (RRR) Roadshow in April 2016.

Health Justice Partnership Launch at Blacktown Hospital in June 2016.

Outreach Locations

| Ngallu Wal Aboriginal Child & Family Centre | | | |
|---|---------------------|------------------------------------|-------------------|
| <i>Tuesday (fortnightly)</i> | <i>Hemal Perera</i> | <i>Kildare Rd, Doonside</i> | <i>Family Law</i> |
| Marrin Weejali Aboriginal Corporation (<i>men only</i>) | | | |
| <i>Friday (weekly)</i> | <i>Veselko Cuic</i> | <i>Jersey Rd, Blackett</i> | <i>Generalist</i> |
| North St Mary's Neighbourhood Centre | | | |
| <i>Wednesday (monthly)</i> | <i>Veselko Cuic</i> | <i>Oleander Rd, North St Marys</i> | <i>Generalist</i> |
| Willmot Community Hub | | | |

| | | | |
|--|-----------------------|------------------------------|-----------------------|
| <i>Wednesday (monthly)</i> | <i>Veselko Cuic</i> | <i>Carteret Ave, Willmot</i> | <i>Generalist</i> |
| Marrin Weejali Aboriginal Corporation | | | |
| <i>Monday (monthly)</i> | <i>Vivian Michael</i> | <i>Jersey Rd, Blackett</i> | <i>Employment Law</i> |

Community Building Partnership Program

In July 2015, the Centre was eligible to apply for a Community Building Partnership Grant (CBPG), with the knowledgeable assistance from our volunteer Omar Rodriguez, to refurbish the Community First Point of Contact Room.

The grant would contribute towards the removal of the existing reception desk to be replaced with a new desk that can accommodate two work stations, the addition of a security glass panel between staff and clients, a security door with an entry code and the installation of essentials e.g. telephones, computers, etc.

It was in December 2015, that we were notified by Mt Druitt MP, Edmond Atalla, that we were one of the many organisations in the Mt Druitt area who were successful in our application for the grant.



Plans of the refurbishment started early in 2016 and by April we had successfully enlisted the assistance of Dave'll Do It Pty Ltd.

In the early days of June 2016, Dave and his team work endlessly hard

throughout the course 4 days to complete the refurbishment.

Staff Professional Development

Staff were provided with countless professional development and training opportunities during the reporting period.

Staff attended/completed the following:

Domestic Violence Training in July 2015.

Care Partnership Conference in August 2015.

NACLC Conference held in Melbourne in August 2015

CLCNSW Training Day at Ashurst in October 2015.

College of Law Course in November 2015.

Child Protection Workshop in November 2015

Sydney West Legal Services Group meetings held at Penrith Legal Aid in September 2015 and February 2016

Taxation & Payroll Training Seminar in April 2016.

CLCNSW Quarterly Meetings in July and November 2015, and February and May 2016.

CLSIS Webinar Training in July 2015 and SPP Webinar Training in May 2016.

CLCNSW Legal Training Day in February and May 2016.

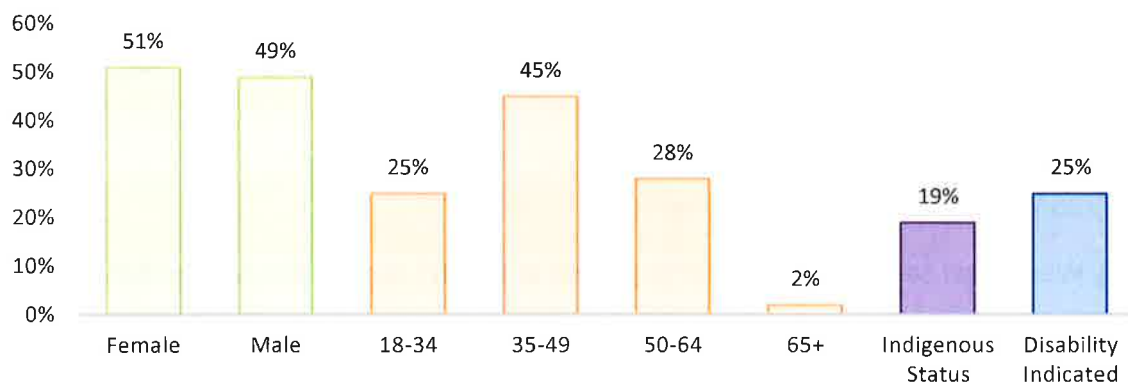
CLCNSE Media Training Day in May 2016.

Outer Western Sydney Legal Meeting in June 2016.

Client Feedback

As part of the CLSP funding agreement the Centre is required to survey clients in relation to their satisfaction with our services. It was managed by phone, email and an option to complete via Survey Monkey. The clients were those who received advice during the current financial year.

DEMOGRAPHICS OF CLIENTS WHO COMPLETED THE SURVEY



HOW EASY WAS IT TO CONTACT US?

90% of the clients who completed the survey agreed that contacting us was an easy and simple process.

HOW QUICKLY DID THE SERVICE RESPOND TO YOUR ENQUIRY?

Of the clients we surveyed, 85% stated that we responded to them quickly and efficiently.

HOW WELL DID WE TREAT YOU?

85% of our clients confirmed that our staff treated them exceptionally well.

DID YOU UNDERSTAND THE ADVICE YOU WERE GIVEN?

Clients who were surveyed, 90% declared that the advice they received was clear and understandable.

HOW USEFUL WAS THE ASSISTANCE PROVIDED TO YOU IN HELPING YOU TO UNDERSTAND OR DEAL WITH YOUR MATTER?

Of the clients who responded to our survey, 80% agreed that the information and support provided to them facilitated in resolving their matter.

Accreditation

Management Committee members and staff have been working steadily throughout the year to ensure that all the policies and procedures adopted during the accreditation process are being fully implemented, reviewed and assessed according to schedule. The following list summaries those activities:

Human Resources

New orientation programme introduced for both new employees and volunteers

Performance reviews completed annually

Policy Maintenance and Review

Document register completed to assist for timely review of policies

Policies all approved by Management Committee

Policy folder created and maintained on the shared drive for easy access for soft copy version

Policy folder created of hard copy for easy access

Work Health Safety

Evacuation signs displayed

Emergency management plan completed

Fire drill completed bi-annually

Fire exit signs

First Aid courses attended by a minimum of two staff members

Hazard report procedures easily accessible to staff

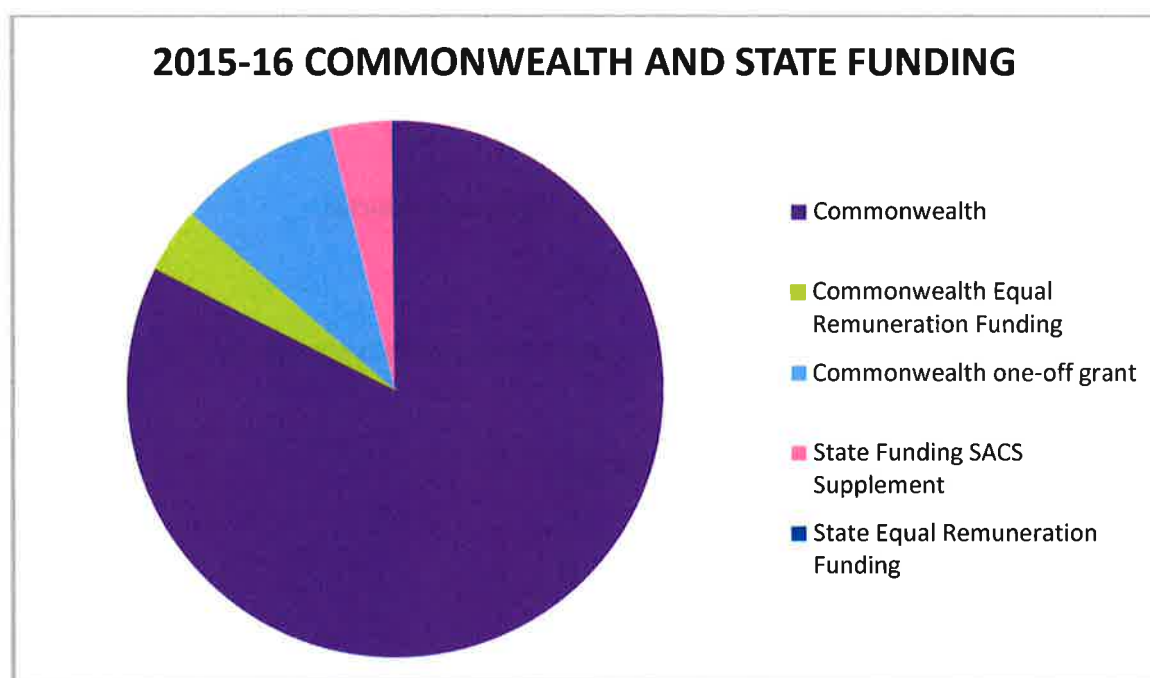
Risk management plan completed

Workplace health safety walk through completed bi-annually

How the Services are Funded

The Centre receives most of its funding from the Commonwealth funding with very small contribution from the State Government.

During the financial year 1 July 2015 to 30 June 2016, the Centre received a total of \$510,897 (exclusive of GST) in Commonwealth and State funding. See below figure for the breakdown of recurrent operational funding and one-off funding. During the reporting period the Centre also received a grant of \$15,000 from the Community Building Partnership Program.



| 2015-16 Commonwealth and State Funding | | | | |
|--|--|-------------------------------|-------------------------------------|---|
| Commonwealth | Commonwealth Equal Remuneration Funding | Commonwealth one-off grant | State Funding SACS Supplement | State Equal Remuneration Funding |
| \$421,277 | \$19,788 | \$50,000 | \$19,114 | \$718 |

Acknowledgements

The Centre would like to thank the following people and organisations for their contribution to the Centre in 2015-16.

- Attorney-General's Department
- Blacktown City Council
- Clayton Utz
- Community Legal Centres NSW (CLCNSW)
- Ed Husic, MP
- Edmond Attalla, MP
- Prue Car, MP
- Family Relationships Australia
- Financial Rights Legal Centre
- Justice Connect
- Law Access NSW
- Law and Justice Foundation of NSW
- Legal Aid NSW
- Marrin Weejali Aboriginal Corporation
- National Association of Community Legal Centres (NACLC)
- NgalluWal Aboriginal Child & Family Care Centre
- North St Marys Neighbourhood Centre
- P.J Roseby & Co
- The Law Society of NSW
- The WASH House
- West Tradies
- Wilmott Community Hub

Hours of Operation

Address: 76 Rooty Hill Rd North
Rooty Hill NSW 2766

Postal: PO Box 93
Rooty Hill NSW 2766

Telephone: (02) 9675 2009

Facsimile: (02) 9675 2110

Email: mtduitt_clc@clc.net.au

Website: www.mdclc.org.au

Hours: 9:30am – 1:00pm
2:00pm – 4:30pm

*MT DRUITT & AREA COMMUNITY LEGAL CENTRE
INCORPORATED*

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30TH JUNE, 2016

P. J. ROSEBY & CO.

CERTIFIED PRACTISING ACCOUNTANTS

37 CATHERINE CRESCENT, ROOTY HILL 2766

TE: 02 9625 9051 FAX: 02 9832 2478

INDEPENDENT AUDITORS' REPORT TO
THE COMMITTEE OF MANAGEMENT OF
MT DRUITT & AREA COMMUNITY LEGAL CENTRE INCORPORATED

Scope

We have audited the financial statements of Mt. Druitt & Area Community Legal Centre Incorporated for the financial year ended 30th June, 2016, consisting of the Profit and Loss Account and Balance Sheet.

The Committee of Management is responsible for the preparation and presentation of the financial statements and the information they contain. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the Committee.

Our audit has been conducted in accordance with Australian Auditing Standards to provide assurance whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) and statutory requirements so as to present a view which is consistent with our understanding of the Legal Centre's financial position, the results of its operations and its cash flows.


The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion, the financial statements of Mt Druitt & Area Community Legal Centre Incorporated are properly drawn up:

- (a) So as to give a true and fair view of:
 - (i) The state of affairs of the Legal Centre as at 30th June, 2016 and the results and cash flows of the Legal Centre for the financial year ended on that date; and
 - (ii) The other matters required by Divisions 4, 4A and 4B of Part 3.6 of the Corporations Law to be dealt with in the financial statements;
- (b) In accordance with provisions of the Corporations Law; and
- (c) In accordance with applicable Accounting Standards and other mandatory professional reporting requirements.

DATED at Rooty Hill on 18th October, 2016


P. J. Roseby & Co.,
Certified Practising Accountants,

Phillip J. Roseby
Principal

MT DRUITT & AREA COMMUNITY LEGAL CENTRE

**PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2016**

| Last Year | | This Year |
|------------------|------------------------------------|------------------|
| \$ | | \$ |
| | <u>GROSS INCOME</u> | |
| | <u>CLC Funding</u> | |
| 259660.92 | - Commonwealth Government | 471277.60 |
| 18648.20 | - State Government | 19114.40 |
| <hr/> | | <hr/> |
| 278309.12 | | 490392.00 |
| - | CLSIS Migration Funding | 25839.80 |
| 9955.22 | CDSE Funding | - |
| - | One-off Commonwealth Funding | 15000.00 |
| 11956.00 | CW SACS ERO | 19787.90 |
| 505.80 | SACS ERO (STATE) | 717.92 |
| 28500.00 | CLC State Care | - |
| 5379.00 | Miscellaneous Income | 845.00 |
| - | Expenses Recouped | 3500.00 |
| <hr/> | | <hr/> |
| \$334605.14 | | \$556082.62 |
| | <u>Add: Other Income</u> | |
| 11567.07 | Interest Received | 9767.58 |
| <hr/> | | <hr/> |
| \$346172.21 | | \$565850.20 |
| | <u>LESS: EXPENDITURE</u> | |
| | <u>Office Overheads</u> | |
| 579.10 | - Postage | 635.08 |
| - | - Printing | 169.09 |
| 1673.24 | - Office Supplies | 3424.60 |
| 890.00 | - Cleaning & Rubbish Removal | - |
| 1240.15 | - Photocopier Charges | 1416.20 |
| 1707.00 | - Equipment less than \$20,000 | 44597.72 |
| 616.00 | - Loss on Disposal of Assets | 2339.00 |
| - | - Equipment Repairs & Maintnc | 1513.64 |
| 5208.63 | - Computer Hardware Maintnc | 3324.88 |
| 840.00 | - Computer Support - MYOB | - |
| 801.06 | - Staff Amenties | 1973.14 |
| <hr/> | | <hr/> |
| 13555.18 | | 59393.35 |
| | <u>Other Premises Costs</u> | |
| 12000.00 | - Rent | 13000.00 |
| | - Council Rates & Domestic | |
| 1388.28 | Waste | 1421.18 |
| 1886.19 | - Electricity | 1687.96 |
| 476.52 | - Security | 476.52 |
| 275.39 | - Cleaning | 810.19 |
| 220.00 | - Repairs & Maintenance | - |
| 55.84 | - Washroom Service | 55.84 |
| 1341.48 | - Archival Storage | 1630.74 |
| <hr/> | | <hr/> |
| 17643.70 | | 19082.43 |
| 4335.93 | Depreciation | 3327.00 |
| | <u>Employment Expenses</u> | |
| 278439.47 | - Wages & Salaries | 340676.35 |
| 6237.23 | - Long Service Leave Provision | 6010.44 |
| 30332.30 | - Sick Leave Provision | 12086.00 |

MT DRUITT & AREA COMMUNITY LEGAL CENTRE

**PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2016**

| Last Year | | | This Year |
|------------------|--|-----------|--------------------------|
| \$ | | \$ | \$ |
| 12762.70 | - Annual Leave Provision | | 4224.53 |
| | <u>On Costs</u> | | |
| 24092.79 | - Superannuation | 31028.98 | |
| 1722.96 | - On Costs Provision | 950.97 | |
| 44482.28 | - Redundancy Provision | 8431.32 | |
| 1128.95 | - Workers Compensation | 1079.40 | |
| | | | |
| 67981.06 | | | 41490.67 |
| | <u>Staff Related Expenses</u> | | |
| 487.31 | - Professional Indemnity Ins | 272.07 | |
| 2417.64 | - Staff Training & Recruitment | 1901.85 | |
| - | - Conferences | 2291.82 | |
| 2940.00 | - Practising Certificate | 2960.00 | |
| - | - Parking & Travel Expenses | 1339.36 | |
| 241.97 | - Travel Reimbursement | 806.54 | |
| | | | |
| 6086.92 | | | 9571.64 |
| | <u>Communication Expenses</u> | | |
| 3541.22 | - Telephone | 2651.22 | |
| 691.59 | - Internet Fees | 563.11 | |
| 2501.07 | - Mobile | 4646.85 | |
| | | | |
| 6733.88 | | | 7861.18 |
| | <u>Financial & Accountability Corp</u> | | |
| 1450.00 | - Audit Fees | 4450.00 | |
| 368.60 | - Bank & Govt Charges | 359.08 | |
| 2557.73 | - Building & Public Liab Ins | 913.03 | |
| 500.00 | - Accounting Services | 500.00 | |
| - | - Other Professional Services | 477.94 | |
| 53.00 | - Annual Statement Fees | 180.50 | |
| | | | |
| 4929.33 | | | 6880.55 |
| | <u>Library, Resources & Subscriptions</u> | | |
| 108.00 | - Reference Books | 744.74 | |
| 989.80 | - Dues & Subscriptions | 1536.90 | |
| 1295.45 | - Legal Centre Levies | 1730.91 | |
| | | | |
| 2393.25 | | | 4012.55 |
| | | | |
| 413431.09 | | | 514616.69 |
| | | | |
| (\$67258.88) | <u>NET SURPLUS FOR THE YEAR</u> | | <u>\$51233.51</u> |

MT DRUITT & AREA COMMUNITY LEGAL CENTRE

***BALANCE SHEET
AS AT 30TH JUNE 2016***

| Last Year | | This Year |
|------------------|--|------------------|
| \$ | | \$ |
| | <u>ACCUMULATED FUNDS</u> | |
| \$295006.07 | Credit Balance 1st July, 2015 | \$227747.19 |
| | <u>ADD:</u> | |
| (67258.88) | Net Surplus for the Year | 51233.51 |
| <hr/> | | <hr/> |
| \$227747.19 | <u>Credit Balance 30th June, 2016</u> | \$278980.70 |
| <hr/> | | <hr/> |

Represented by:

CURRENT ASSETS

| | | |
|-------------|-------------------------------------|-------------|
| 200.00 | Petty Cash Float | 200.00 |
| - | Deposits Paid | 103.00 |
| | Bond Deposit - Blacktown Council | |
| 3000.00 | Cash at Bank - Commonwealth Bank | 3000.00 |
| 4459.79 | Deposit - CBA High Interest Account | 18628.39 |
| 134825.76 | | 406899.65 |
| <hr/> | | <hr/> |
| \$142485.55 | | \$428831.04 |

FIXED ASSETS

| | | |
|----------|--------------------------------|----------|
| 12184.00 | Fitout - at cost | 12184.00 |
| 602.00 | Less: Accumulated Depreciation | 892.00 |
| <hr/> | | <hr/> |
| 11582.00 | | 11292.00 |
| 24362.00 | Furniture & Fixtures - at cost | 24362.00 |
| 24344.00 | Less: Accumulated Depreciation | 24350.00 |
| <hr/> | | <hr/> |
| 18.00 | | 12.00 |
| 18111.00 | Computers, Modems - at cost | 18111.00 |
| 12383.00 | Less: Accumulated Depreciation | 14556.00 |
| <hr/> | | <hr/> |
| 5728.00 | | 3555.00 |
| 13359.00 | Office Equipment - at Cost | 13359.00 |
| 4788.00 | Less: Accumulated Depreciation | 5646.00 |
| <hr/> | | <hr/> |
| 8571.00 | | 7713.00 |
| 9740.00 | Photocopier - at Cost | - |
| 6901.00 | Less: Accumulated Depreciation | - |
| <hr/> | | <hr/> |
| 2839.00 | | - |
| 639.00 | Staff Amenities - at cost | 639.00 |
| 639.00 | Less: Accumulated Depreciation | 639.00 |
| <hr/> | | <hr/> |
| - | | - |
| <hr/> | | <hr/> |
| 28738.00 | | 22572.00 |

MT DRUITT & AREA COMMUNITY LEGAL CENTRE

***BALANCE SHEET
AS AT 30TH JUNE 2016***

| Last Year | | This Year |
|--------------------|---------------------------------------|--------------------|
| \$ | | \$ |
| | <u>INVESTMENTS</u> | |
| | Term Deposits - Commonwealth Bank | |
| 50460.27 | Term Deposit - Capital Assets | - |
| 30276.16 | Term Deposit - Safety Net | - |
| | Term Deposit - Leave Entitlement | - |
| 70657.93 | | - |
| 50000.00 | Term Deposit - Redundancy | - |
| | | |
| 201394.36 | | - |
| | | |
| <u>\$372617.91</u> | <u>TOTAL ASSETS</u> | <u>\$451403.04</u> |
| | <u>CURRENT LIABILITIES</u> | |
| 2973.79 | Trade Creditors | 3749.46 |
| | Accrual - Audit Fee | 3000.00 |
| 8719.00 | ATO BAS Liability | 2609.00 |
| 30332.30 | Sick Leave Provision | 42418.30 |
| 29812.77 | Annual Leave Provision | 34037.31 |
| 13574.65 | Long Service Leave Provision | |
| 1837.42 | Superannuation Payable | 3520.11 |
| 3855.78 | Current On Cost Provision | 2867.82 |
| 3500.00 | Provision for Capital Expense | |
| | | |
| 94605.71 | | 92202.00 |
| | <u>NON-CURRENT LIABILITIES</u> | |
| 5261.81 | Long Service Leave Provision | 24846.90 |
| 520.92 | Non-Current On Cost Provision | 2459.84 |
| 44482.28 | Provision Redundancy | 52913.60 |
| | | |
| 50265.01 | | 80220.34 |
| | | |
| <u>\$144870.72</u> | <u>TOTAL LIABILITIES</u> | <u>\$172422.34</u> |
| | <u>NET ASSETS</u> | |
| <u>\$227747.19</u> | | <u>\$278980.70</u> |