



St Kilda Legal Service Co-op Limited

Annual Report 2017/18



Onsite interpreters are available when funds permit, otherwise telephone interpreters are used. Auslan interpreters are available if required.

Acknowledgements

This Annual Report covers the period 1 July 2017 – 30 June 2018.

St. Kilda Legal Service (SKLS) acknowledges the Yalukit Wilam Clan of the Boon Wurrung as the traditional owners of the land on which SKLS operates. The catchment of SKLS includes the Cities of Port Phillip, Stonnington and Bayside. The City of Stonnington includes the traditional lands of both the Boon Wurrung and Woi Wurrung (the Wurundjeri Wilam clan of the Woi Wurrung). The traditional owners of the land in the City of Bayside are the Boon Wurrung. We pay respect to their elders past and present.

SKLS also thanks those who contributed and assisted with the production of this report along with Allens Lawyers and K&L Gates.

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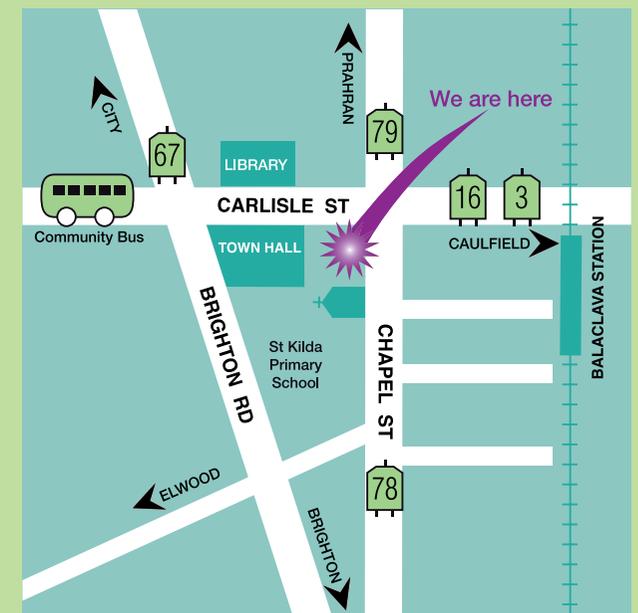
www.skls.org.au

Opening Hours

Day Service: Monday – Friday: 9:00am – 5:00pm

Night Service: Monday, Wednesday, Thursday 7:00pm – 9:00pm

Legal assistance provided by the generalist legal service is via appointment. Appointments are available to residents of the Cities of Port Phillip, Stonnington and Bayside and the suburb of North Caulfield, who satisfy eligibility requirements as set out in the SKLS Casework Guidelines (as amended from time to time). Appointments can be made by contacting the Service during opening hours.



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About St Kilda Legal Service

The St Kilda Free Legal Service, as it was known at its inception, began informally in 1971, and began recruiting volunteer solicitors in 1973. At the first meeting on 4th April 1973, the Legal Service became part of the new St Kilda Community Group that was set up to provide welfare services to the community.

Since that time the St Kilda Legal Service has grown from strength to strength. It now has 7 staff, over 50 volunteers, and numerous

targeted legal programs, including the Drug Outreach Program, Family Violence Program, and LGBTIQ Legal Service, as well as a generalist legal service that runs across both the day and night.

For over 45 years, St Kilda Legal Service has provided legal information, advice, referrals, ongoing casework, representation, community legal education and consistently engages in law reform activities.

Our vision and mission

Vision

The vision of the Service is a society that provides equitable access to the law and legal system and is committed to justice for all.

Mission

The Service aims to protect and promote the legal rights and interests of the community, to assist and empower individuals and groups who are disadvantaged in their access to justice, and to contribute to the reform of laws and structural inequities to achieve fair and just outcomes.



Our structure



Night volunteers (lawyers, admin) • Day volunteers (admin) • Day volunteers

Drug Outreach Program

Family Violence Program

LGBTIQ Outreach Program

Generalist legal service

- Night Service: Mon, Wed, Thur
- Day Service: supervision of night service + ongoing casework + Fines Clinic + Crime Clinic

LEGAL EDUCATION / LAW REFORM / STRATEGIC PROJECTS

ADMINISTRATION / OPERATIONS

Board and Staff

Our Board

Adam Meyer
Chairperson

Astrid Haban-Beer
Secretary

Elliot Anderson
Treasurer

David Pargeter
Director

Diane Preston
Director

Stephanie Tonkin
Director

Lloyd Murphy
Staff Representative

Former Board Members

Ian Shepherd
Greg Thompson

Our Staff

Agata Wierzbowski
Executive Officer &
Principal Laywer

Anthea Teakle
Volunteer & Night
Service Coordinator

Natalie Barnes
Office Manager

Sam Elkin
LGBTIQ Outreach Lawyer

Lloyd Murphy
Drug Outreach Lawyer

Victoria Mullings
Family Violence Lawyer

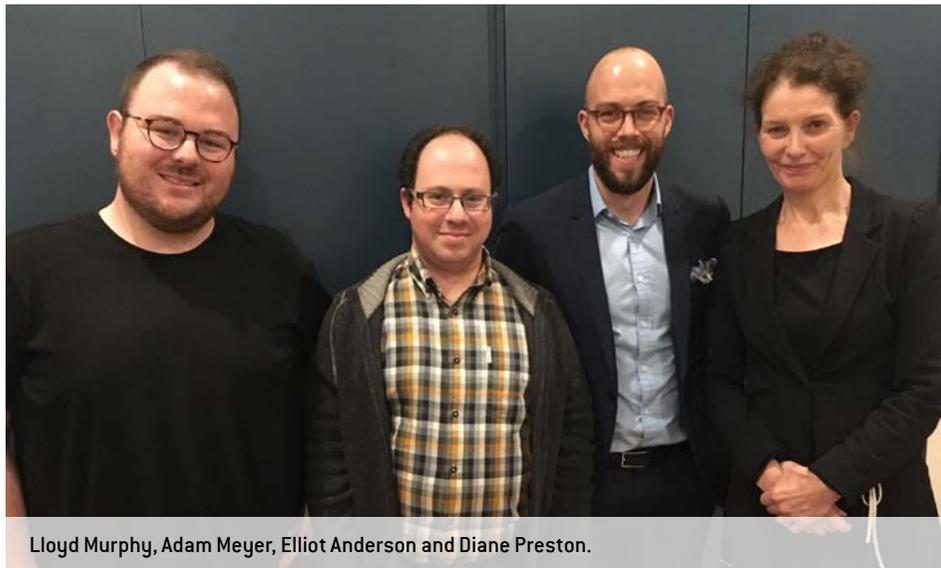
Courtney Peters
Community Legal Education
& Law Reform Lawyer

Amber Schmidt
Family Violence Paralegal

Marie Collard
Bookkeeper

Former Staff

Suzy Fox
Jenny Sharp
Kali Watson



Lloyd Murphy, Adam Meyer, Elliot Anderson and Diane Preston.



Chairperson's report

Adam Meyer
Chairperson



This year has been a busy and challenging year for the SKLS and for the Board.

Highlights of the year

Over the past year, St Kilda Legal Service (SKLS) has recognised the challenges it is facing. The Board and staff have worked to meet these challenges by:

- undertaking the Strategic Reform Project;
- appointing our first Executive Officer; and
- expanding our legal services.

Strategic Reform Project

One of the most significant issues addressed by the Board during this year has been undertaking the Strategic Reform Project. The Strategic Reform Project is an ambitious program, aimed to ensure that SKLS is best placed to provide targeted services to vulnerable clients and guarantee a successful future for the Service. The Board engaged Barbara Romeril as a consultant to assist the Board in driving the Strategic Reform Project.

The Board has engaged in extensive consultation with SKLS members about

the Strategic Reform Project, including by circulating numerous briefing papers and holding a Q&A Forum. The Board highly values the feedback that we have received from our Members, and this feedback has shaped the implementation of key facets of the Strategic Reform Project.

The Board will continue working on implementing the Strategic Reform Project during 2018-2019.

We thank Barbara for all of her work and for her support to the Board.

Our legal services

Many of our clients face legal as well as health and social issues. Our specialist programs- the Drug Outreach Program and the Family Violence Program- both provide legal services to clients facing this intersection of legal and significant health and social issues.

Our generalist legal service, like our specialist programs, sees many clients who are experiencing significant health or social issues. These include issues related to drug or alcohol addiction, mental illness or homelessness.

During the past year, we were proud to commence the LGBTIQ Legal Service, led by LGBTIQ Outreach Lawyer, Sam Elkin. The

LGBTIQ Legal Service operates as part of a new integrated and holistic service, along with Thorne Harbour Health (previously known as the Victorian AIDS Council), in providing legal support and advice to LGBTIQ clients across Victoria.

This year we also introduced a Criminal Law Clinic, which operates across both day and night service, to enable us to provide a specialist and expert criminal law service. Our Fines Clinic continued its work this year, now led ably by Drug Outreach Lawyer, Lloyd Murphy.

Thank you

Thank you to all of our hard working staff, past and present.

Thank you to all of our volunteers, without whom, running the legal service and conducting the amount of casework that we do, across a wide range of areas of law, would not be possible.

Thank you to my fellow Board members and to Suzy Fox (Administration Manager) and Agata Wierzbowski (Executive Officer & Principal Lawyer) for all the support that they have provided the Board this year.

We acknowledge in particular the contribution that Ian Shepherd made as Chairperson this year, prior to his resignation in August 2018. We thank him for his leadership, hard work, and diligence, especially in pursuing the Strategic Reform Project.

We thank also the board members who concluded their work this year: Greg Thompson, Ian Shepherd, Kerry Holmqvist, and Anthea Teakle (former staff representative). Thanks in particular goes to those board members who acted as office-bearers, as well as Directors: Greg Thompson for his work as Treasurer, and Kerry Holmqvist for her work as Secretary.

We thank the following staff who left this year, for their contribution to our Service: Jenny Sharp (Family Violence Firearms Project Lawyer), and Kali Watson, who filled in for Courtney Peters as Community Legal Education and Law Reform Lawyer while Courtney was on maternity leave.

We also acknowledge the work of the following locums who covered staff absences in the last year:

- Victoria Mullings (locum Principal Lawyer);
- Family Violence Lawyer locums Asha Prasad, Andrew Hale, Sara Vessali and various lawyers from Women's Legal Service Victoria; and
- Henry Hunt (locum Community Legal Education and Law Reform Lawyer).

Thank you to the Port Phillip Community Group (PPCG), with whom the Legal Service is co-located at the St Kilda Community Centre, for all of their support and assistance during this year. We look forward to continuing our co-operative working relationship with the PPCG during the coming year.

We thank those who have donated to our Service this year, as well our funders for their on-going support and for specific grants received during 2017-2018, in particular

| | |
|--|-------------------|
| Commonwealth Government | \$134,695. |
| Generalist funding | \$134,695 |
| Victorian Government (total) | \$408,777 |
| Generalist funding | \$332,569 |
| Family Violence Duty Lawyer funding | \$76,208 |
| Department of Justice and Regulation | \$42,056 |
| Federation of Community Legal Centres and Victoria Legal Aid | \$12,664 |
| Victoria Law Foundation | \$59,720 |
| Anonymous donor | \$20,000 |

The Board looks forward to a productive and successful year during 2018-2019.

Executive Officer & Principal Lawyer's report

Agata Wierzbowski
Executive Officer & Principal Lawyer

Over the last year, SKLS has achieved momentous organisational and strategic reform across a range of areas, while remaining proudly connected to its history and community.



Perhaps most significantly, we have achieved an ambitious set of strategic reform objectives this year, with a focus on modernising our organisational form, management structure, and governance arrangements. Our management restructure is now complete, out of which have come three new roles – an Executive Officer/ Principal Lawyer, an Office Manager, and an additional casework lawyer. We continue progressing steadily in our migration to an incorporated association model, with a refreshed set of organisational Rules, values, and strategic goals for the next 3 years.

The Strategic Reform Project, once complete, will provide a strong foundation for considering the Service's future going forward, including in the areas of service design, a location for growth, and collaborations and partnerships to strengthen our Service and ensure its sustainability. Through the Reform Project we have started an important conversation with our team of dedicated staff and volunteers about articulating and living our values, unifying behind one mission, and what kind of legal service we want to grow into, and towards.

We have also seen a welcome shift toward funding diversification this year, including an increase in the proportion of funding we receive from philanthropy and fundraising. We thank those who have chosen to give so generously to the Service this year, and to support our work.

Beyond the significant reform work we accomplished this year, this has also been a historic and significant year for other reasons. This year saw Suzy Fox's (Administration Manager) retirement, after a mammoth 31 year contribution. Suzy has made a lasting impact on the Service and impressed herself in the hearts and minds of our staff, volunteers, and clients, as well as of the community legal sector as a whole. We thank her whole-heartedly for her enduring and tireless work, and have included a tribute to Suzy at page 9 of this report.

Further, in about May 2018, we established Victoria's first full-time and funded LGBTIQ Legal Service, co-located and in partnership with Thorne Harbour Health (THH). Headed up by Sam Elkin, LGBTIQ Outreach Lawyer, the Service has flourished since its inception, and has assisted with many diverse legal matters including migration, family law, criminal law and discrimination. As part of this program we have established numerous strong relationships and partnerships with the private sector and beyond, including with Russell Kennedy Lawyers in relation to migration law, and Nicholes Family Lawyers in relation to family law. The LGBTIQ Legal Service has seen strong community support, and we continue to grow its volunteer base.

Alongside these many changes, the St Kilda Legal team has continued to provide consistent and quality legal services, community legal education, and law reform advocacy services to our diverse clients. We

saw over 1600 clients this year, the large majority of whom were experiencing financial hardship, 40% of whom were experiencing a disability or mental illness, and 50% of whom came to us with issues related to family violence, either civil or family law. In providing an excellent and enduring legal service, we particularly acknowledge the work of our incredible volunteers, both at night and during the day, who work tirelessly to provide legal advice, casework and support to our clients. We have also consolidated our Special Circumstances Fines Clinic, now a student clinic lead by our Drug Outreach Lawyer, Lloyd Murphy, and established a new Criminal Law Clinic, coordinated by the indefatigable Tony Lopes.

We continue to work with and for client groups and communities most in need, collaborating closely with other community legal centres (CLCs) and community organisations. For example, in the later part of 2017, we were key in drafting a joint submission of nine CLCs to a parliamentary inquiry on the Public Housing Renewal Program. We actively engaged with residents of two affected sites in our catchment, at Bang St, Prahran, and New St, Brighton, and agitated on the longer term impacts of the program on the broader community and housing supply in particular.

In the first part of 2018, we worked with Flemington Kensington Legal Service, and Women's Legal Service Victoria, on an ambitious and collaborative project that aimed to respond to inadequate police

response to family violence. We engaged actively with other lawyers in our area on this issue, capacity building across the south-east region. We also reached out to local police in our area, starting a conversation on this important topic. We have continued our work on firearms and family violence, continuing to provide advice and casework to clients and workers in this area, while compiling the findings of our work into a report to be published next year. Finally, we continue our collaborative work through the South Easter Region Assistance Legal Network (SERLAN), including by way of a collaborative service planning pilot commenced this year.

We have come an impressive distance this year. I congratulate and acknowledge our team of staff and volunteers for supporting and engaging constructively with the process of change, which we all know can at times be challenging, despite its rewards. This was done with good will, and all while maintaining the critical legal service delivery work of the Service. Well done, and thank you!



Executive Officer & Principal Lawyer, Agata Wierzbowski (right) pictured with Jenni Smith, Northern Community Legal Centre (left) and Stephanie Price (West Heidelberg Community Legal Centre) at the Parliamentary Inquiry into the Victorian Government's Public Housing Renewal Program

Sandra's story – a holistic and collaborative approach to community law

Sandra* came to St Kilda Legal Service only seeking help with her fines. She was on Centrelink, had had a long history of drug use, and more recent experience of severe mental illness and suicidality. Coming out of this darker time, she was getting back on her feet, and so seeking assistance in having her fines waived due to her special circumstances. While telling SKLS about this, she mentioned she was also being pursued for a number of debts – an old rates debt, something related to a motor vehicle accident, and an outstanding payday loan.

Firstly, SKLS lawyers made enquiries as to Sandra's full payday lending history with two payday lenders. After some investigation, it turned out that both lenders had lent to Sandra irresponsibly. SKLS lawyers were therefore able to recover \$7,500 of fees and interest from the lenders for Sandra. As the motor vehicle accident debt Sandra was being pursued for had no legal basis, SKLS lawyers were able to negotiate to have this waived. SKLS then sought to negotiate for a sustainable repayment plan for the outstanding rates debt. On top of this, of course, the special circumstances application was submitted.

Working across day and night service, SKLS lawyers' adaptive, collaborative, and holistic approach supported Sandra out of pressing financial hardship. In addition, Sandra felt that SKLS lawyers had her back, and that she can reach out to them should future matters arise. She says she 'can't praise SKLS enough'.

** Not their real names. This case study has been de-identified, and published with consent of our client.*

Farewell to Suzy Fox – 31 years of dedicated service

Suzy, our Administration Manager, finished up with the Legal Service on 5 October 2018, having commenced way back in September 1987.



We all know that Suzy carried out all of the core administration and management tasks pertaining to her role. However, there was so much more. She was heavily involved in supporting staff and volunteers at SKLS. She delighted in making real connections with people, and loved hearing their travel stories! She spent many hours patiently training new volunteers and often assisted with the night service. (This was particularly since she was often still in the office after normal business hours). Suzy could unblock the photocopier when most others were defeated, and she could find most things in the office, except for her own keys/mobile/purse! Of course, she also undertook many other much more high level and technical tasks on a daily basis.

Suzy undertook paralegal work over the years and had a comprehensive understanding of clients' personal and legal matters. Her knowledge of local referral options was extremely comprehensive. Suzy's patience was tested at times, but her ongoing knowledge of clients' situations was invaluable.

Not only did Suzy's interest lie at the micro individual level, but with the macro – sector-wide and government level. Her genuine interest in others, and her superior reading of most situations also meant that she developed very positive professional connections with everyone from our local Members of Parliament and local government councillors, senior funding representatives, colleagues from other CLCs and local agencies, volunteers, staff and our clients. It didn't matter: Suzy would provide them equal respect, but also tell it how it was if necessary.

Suzy has also made a significant contribution to the CLC sector as a whole. She spent many years leading the Interpreters' Working Group, was heavily involved in an Administrators' Working Group, and was always supportive of other CLC administrators – forming great working friendships along the way. Most recently, Suzy was actively involved with the South East Region Legal Assistance Network (SERLAN) group, through which she contributed to collaborative service planning pilot project examining the legal needs of people living in the South East metro region.

Suzy was not one for just attending meetings for the sake of it. She was always a very active participant and generally came away from a meeting with much follow-up work to complete!

A core passion for Suzy has always been assisting women and children in family violence situations. Suzy would do all she could to assist individuals affected, and help our Service campaign for law reform and undertake casework in this area. Behind the scenes, Suzy spent many hours completing budgets and assisting with submissions to establish our Family Violence program in its various incarnations.

Suzy is genuinely committed to social justice and other core principles of CLCs and always put in 110 per cent: 1) because she cared to the point of becoming livid at the numerous injustices of the world and questionable government policy; and 2) because she's a perfectionist and would stay working at something until it was done!

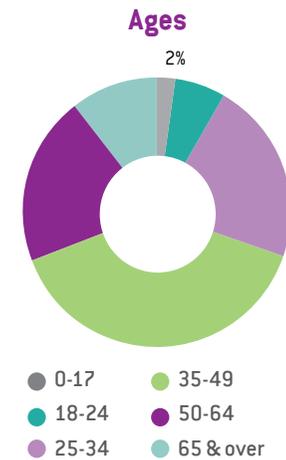
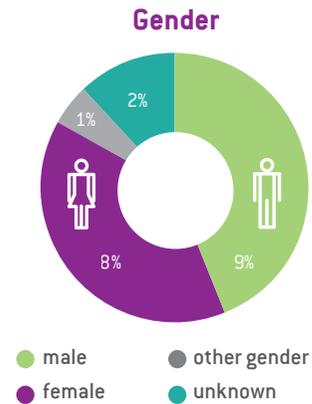
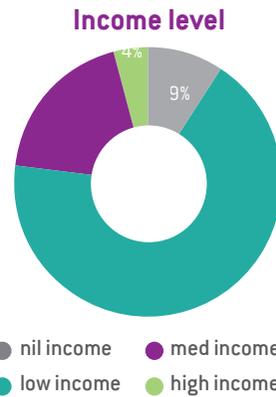
It is a little difficult to imagine the St Kilda Legal Service without Suzy Fox. However, we sincerely thank her for the amazing contribution that she has made to this organisation, and to our many clients, volunteers and staff over the years. We wish Suzy the very best for the next chapter in her life and look forward to hearing her travel stories now that she has plenty of time to take some exotic trips!



Suzy Fox, top, second from right

Legal Services statistics

| Services | TOTAL |
|--------------------------|-------|
| Information and Referral | 1061 |
| Legal Advice | 1357 |
| Non Legal Support | 14 |
| Legal Task | 120 |
| Duty Lawyer | 514 |



People experiencing financial disadvantage

75%

People experiencing family violence

49%

2% Indigenous Australians

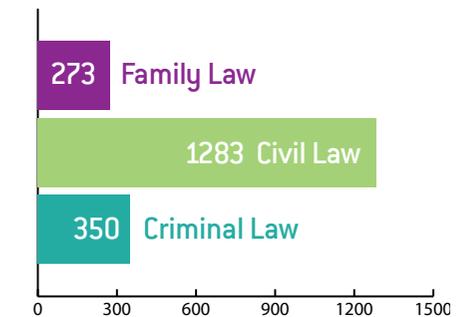
40% clients identified as having a disability or mental illness

18% Homeless

Services by high level problem type

| | Information | Referral | Legal advice | TOTAL |
|--------------|-------------|-------------|--------------|-------------|
| Civil law | 15 | 745 | 1038 | 1798 |
| Criminal law | 6 | 150 | 350 | 506 |
| Family law | 1 | 170 | 366 | 537 |
| TOTAL | 22 | 1065 | 1754 | 2841 |

Client by Law type



Drug Outreach Lawyer Program

Lloyd Murphy
Drug Outreach Lawyer

The clients of the Drug Outreach Program are some of the most vulnerable people you can imagine. Far too often their stories include a history of childhood emotional, physical and sexual abuse, growing up never knowing their parents, leaving school early and chronic homelessness. Despite this they have survived when many others would not have.

The impact that this history has is one of distrust for institutions, government departments, hospitals, police and lawyers. The Drug Outreach Program is designed to provide our community's most vulnerable with flexible and accessible legal advice and assistance which they would not receive from mainstream legal services.

The program is a targeted and specialist legal service for people experiencing alcohol or other substance dependency, who are at risk of homelessness or who are experiencing mental illness.

SKLS knows that our community's most marginalised don't walk through our front door. The program collaborates with other local community based organisations that provide direct health, housing and support services to these individuals.

These organisations host the Drug Outreach Lawyer for weekly legal advice sessions and acknowledge that caring for an individual's legal issues is part of a holistic service provision.

I would like to thank our host organisations for the 2017/18 financial year: Launch Housing Southbank; RhED (Resourcing health and EDucation, a program of Star Health); Sacred Heart Mission; 101 Engagement Hub (a program of Uniting); St Kilda Gatehouse; Wominjeka BBQ (a program of Star Health).

I also wish to thank the many other local community organisations that have referred clients directly into the Drug Outreach Program this year. The program has limited resources and warm referrals from local organisations help to promote the program and increase access to justice.

SKLS' board and staff deserve a wonderful amount of credit for their commitment to delivering such a unique and client focused program for the past 15 years and into the future.



Family Violence Program

Victoria Mullings
Family Violence Lawyer

This year has seen a consolidation of our Family Violence services, particularly the duty lawyer scheme at Moorabbin Justice Centre, where we assisted some 505 clients (well in excess of our target of 350) on Tuesdays and Fridays. The majority of our clients at the Court are affected family members in applications for a Family Violence Intervention Order (FVIO).

Tuesdays (police application day) is generally the busiest day, as police involvement in family violence matters has increased substantially over the past few years. We advise and represent clients who may not want an order despite police intervention, some of whom are facing potential removal of a child from their care in the absence of an order, and have great need of advice which is independent from that of the police. Others may want further police involvement where there may be reluctance on the part of police to continue, for example, to support them in seeking the extension of an order. We are fortunate to have, at Moorabbin, a range of support services to which we can refer clients depending on their additional needs, including safety planning and family law.

On Fridays, we mainly assist people who have made their own FVIO application, and provide advice, negotiation, and representation in court. We appear for almost all our clients, who are often confused and stressed by the court process. Our Deakin University student program continues, and provides invaluable help especially during the busiest times.

The third weekly day which was flagged last year has not eventuated on a permanent basis as the system is continually adjusted to accommodate the numbers who are using the court, but it seems likely that extra days may be scheduled again in the near future.

The work of this program has had a real and significant impact on our clients' lives, not least because of the considered and empathetic way in which the service is delivered. These were the words of one of many grateful Family Violence Program clients this year:

"I just wanted to express my gratitude for your support today. Thank you for taking the time to really listen to my needs, even though there were so many cases to attend to and it was at the end of a very busy day. Your efforts today have made such a difference in my life. I am finally free to enjoy life without fear of abuse."

In addition to the court service, we attend two outreach locations in the local area. At Sacred Heart Women's Centre, we attend weekly and assist those who are facing a mix of legal issues, often exacerbated by homelessness, mental health problems, and drug use, as well as family violence.

We also attend the Salvation Army Family Violence service fortnightly, and this service is booked up sometimes months in advance. The Salvation Army refers clients needing legal advice as part of their support network. This service provides important advice around the interaction between the family law system and family violence. We are keenly awaiting the report from the current review into the Family Law Act, which we hope will make for safer outcomes for those clients whose matters are before that court.

The Family Violence Program also provides, wherever possible, urgent advice to clients by telephone or in person, and talks to workers at local agencies about the court system and other aspects of family violence. This year we have done presentations to the Port Phillip Multifaith Network, OCTEC Disability Employment Service, Port Phillip Council, and the Salvation Army, and, of course, to our own volunteers!

On the law reform front, the Family Violence Program has been involved in consultations for the Family Violence Risk Assessment Framework, and interviewed for a paper on the 'Misidentification of Primary Aggressors' by Ellen Reeves of Monash University, as well as having input into a submission to the review of the Family Law Act, looking at permission for taking children overseas, and changes of name.

We look forward to an even more productive 2019.

Carrie's story – a complex intersection between family violence and child protection

Carrie* was referred to SKLS Family Violence Duty Lawyer at Moorabbin Justice Centre to discuss the implications of choosing to continue a relationship where there were child protection concerns due to family violence, and where police were seeking a full exclusion family violence intervention order (FVIO) on her behalf against her partner James*.

Carrie had a difficult life history, and in her mid-twenties, had just had her fourth child. Her three previous children (to other partners) had been taken from her by child protection, and she was keen to keep her youngest child, who was not James' child, and was only a few weeks old.

Carrie and James had been together for several months. In that time there had been four previous family violence reports to police, resulting in James initially being excluded from Carrie's home. That initial exclusion order was later varied to allow James to return to the home, but the latest incident, in which he had threatened Carrie while she was holding the child and smashed furniture, had seen the matter return to court.

Child protection (part of the Department of Health & Human Services (DHHS)) made it clear that if Carrie allowed James to have any contact with the child, they would consider taking the child from her.

Initially, Carrie did not agree to support Victoria Police's application for a full exclusion FVIO against James. SKLS Family Violence Duty Lawyer was able to discuss the implications of proceeding in this way with Carrie, including the risks of either not consenting to a full exclusion FVIO, or allowing James to breach such an order if one is made.

Unfortunately the system as it currently operates places the onus on the mother to be proactive in protecting the child from the behaviour of a violent partner, rather than focusing on sanctioning that violent partner directly.

Carrie ultimately made a decision to agree to the exclusion FVIO, as she did not want to lose her child. Referrals were made to support services to assist her with maintaining that decision, and we were able to represent Carrie's interests in court, rather than only the police viewpoint being heard.

** Not their real names. This case study has been de-identified, and published with consent of our client.*

LGBTIQ Legal Service

SKLS LGBTIQ (Lesbian, Gay, Bisexual, Transgender, Intersex, Queer) Legal Service commenced in May 2018. The service is a health justice partnership with Thorne Harbour Health (THH) (previously known as the Victorian AIDS Council), and is led by Sam Elkin, LGBTIQ Outreach Lawyer.

Since it commenced, the service has received many referrals from THH to provide legal advice and representation to clients of THH's Alcohol and Other Drugs (AOD), Family Violence and General Counselling teams. The legal issues have been wide-ranging, including criminal, discrimination, residential tenancy, Centrelink appeals, family violence, family law, and a notably high amount of requests for migration law advice.

Sam has been working hard to promote the program including:

- Presenting LGBTIQ Inclusivity training at the National Association of Community Legal Centre's "Just Futures" conference

- Speaking at the Federation of Community Legal Centre's "Transforming Democracy" conference
- Speaking at Melbourne University's "Queer Experiences in the Law" panel
- Speaking at Monash University's IDAHOBIT (International Day against Homophobia, Intersexism and Transphobia) day
- Appearing as a guest on Joy 94.9 and 3CR's Done by Law program
- Representing St Kilda Legal Service at the AFL Gender Diversity policy briefing with Gender and Sexuality Commissioner Ro Allen
- Providing pro bono partner Russell Kennedy with LGBTIQ Legal Services Inclusive Practice training

The LGBTIQ Legal Service has recently welcomed its first group of student volunteers. These volunteers will be assisting with project work, data entry and evaluation report tasks.

Sam has joined Vicki Harding of Inner City Legal Centre to become the 2018/2019 co-convenor of the National Association of Community Legal Centre's LGBTIQ network. The network has made a formal recommendation that LGBTIQ people be a priority group in the forthcoming National Partnership Agreement.

CASE STUDY

Gavin's story – discrimination at work

Gavin* was a young gay male who went to Thorne Harbour Health for support with family violence matters. During his first meeting with the family violence team, he told them that he'd just been sacked by his employer after disclosing to his employer that he'd contracted a blood borne illness.

The family violence team organised for Gavin to speak to the LGBTIQ Legal Service, who let Gavin know that what his employer did was likely illegal, and that we could help him to lodge a claim that he'd been discriminated against on the basis of his sexual orientation and temporary disability. Together, we lodged a general protections involving dismissal case at the Fair Work Commission.

The LGBTIQ Legal Service represented Gavin and successfully negotiated a confidential financial settlement with his former employer. The settlement he received allowed Gavin to pay off his significant rent arrears and to support himself while he undertook vocational training to secure himself a new job in Melbourne.

**Not their real names. This case study has been de-identified, and published with consent of our client.*

Pro bono assistance

The LGBTIQ Legal Service is working with Russell Kennedy Lawyers to develop a safe and inclusive legal referral pathway to clients with complex immigration law matters including de facto spouse visa refusals and asylum seeker claims on the grounds of gender identity. We thank Russell Kennedy for their pro bono contribution to date through this partnership. We would also like to thank Allens for their graphic designer assistance and Nicholes Family Lawyers for committing to providing a safe and accessible referral option in complex LGBTIQ family law property

settlement matters. In the coming months Sam will continue to explore opportunities to utilise support from the private legal sector to further assist our clients.

Next steps

In the coming months the LGBTIQ Legal Service will continue to provide direct legal advice and casework to the LGBTIQ community, Inclusivity training to WEstjustice lawyers and staff and continue to connect with key stakeholders including the Pride Centre board, Rainbow Families and the Uniting Church LGBTIQ+ Support Program for Asylum Seekers.

Volunteers

Board Members

Elliot Anderson
Astrid Haban-Beer
Adam Meyer
David Pargeter
Diane Preston
Stephanie Tonkin

Day Service

Bridget Armstrong
Katherine Baker
Benjamin Bolshinsky
Matthew Collins
Declan Cutler
Edward Gansky
Melanie Hannon
Alanna Harrigan
Georgie Hibbins
Julian Hocking
Joel Humphreys
Rochina Iannella
Sophia Liu
Juliet Louey
Vanessa Mahon
Sidney Marshall
Mitchell Moody
Beverley Ng
Jay Ong

Sarah Robinson
Gail Ryan
Jessica Saunders
Lauren Schoff
Will Simon
Lydia Strohfeldt
Rufus Thomas-Webb
Sebastian Withers
Ying Wong
Amber Schmidt
Sara Kowal
Jessica Walker
Damien McAree
Sara Kowal

Practical Legal Training Placement

Nathan Duong

Deakin University Legal Intern

Eleanor Varsos
Con Milopteris
Stephanie Chong
Chantal Dargaville
Blake Weinberger
Jemma Thomas

Justin Golin
Josh Pianko
Nicola Pouki

Monday Night Service

Georgina Wu (Co-ordinator)
Meg Davies
Violet de Lyons-Rowley
Lucinda Elsner
Alexandra Fildes
Peter Fogarty
Stephanie Hope
Jack Kelly
Jayshiv Rewal
Sarah Schaefer Rivilla
Nikita Schilke
Mark Shenken
Niva Sivakumar

Wednesday Night Service

Diane Preston (Co-ordinator)
Angela Avgerinos
Meno Bowler
Tami G Kunoo
Charlotte Geddes
Larissa Goldberg

Max Hall
Samuel Jackson
Duncan McLean
Ronni Murphy
Lucy Nihill
Kon Tringas
Evelyn Zeglinas

Thursday Night Service

Carl Wilson (Co-ordinator)
Abbie Singh (Co-ordinator)
Nussen Ainsworth
Georgie Carson
Maddi Coleman
Kingsley Davis OAM
Pat Fabris
Mia Ha
Michael Helman
Celia Laragy
Tony Lopes
India Mauritzen
Will McKeand
William Suhr
Jesse Tsiodras
Roger Volk
Millie Wheeler
Courtney White

Helen Winther
Adam Meyer

People who have left during the year:

Katie Sweatman
Benita Miciulis
Amelia Gilmour
Philippa Briglia
Naomi Goldwater
Carrie Tytherleigh
Harry Lewis
Jeremy Sher
David Gale
Sarah Dozortseva
Kerry Holmquest
Jordana Sher
Kali Sandbrook
Gen Rush
Philippa Vickery
Kris Paltoglou
Kimberley Wittner
Laura Dargan
John Herron
Paula Darvas
Elisa Scarica
Tom Bleby

Kylie Trinh
Kristina Lajara
Tia Liu
Kloe Kesidis
Caila Nam
Chloe Mai
Henry Hunt
Phoebe Griffin
Khashayar Tohari
Ian Shepherd
Hannah Northover

Our volunteers and their work

Anthea Teakle
Volunteer & Night Service Coordinator



The past twelve months for the volunteer program and night service sessions has been one of much activity and quite a lot of change.

Firstly, it has been wonderful to see our volunteer team grow in numbers to around 70 people. The team is made up of law students, graduates, a diversity of lawyers, paralegals and other community members. We have particularly focussed on recruiting additional students to both our day service team and our night service sessions.

In recruiting larger numbers of students, we have been inducting groups of about a dozen once a quarter. In doing so, we have refined our training and induction programs and had most of the staff involved at various stages. It has also been terrific to have some of our experienced volunteers continue to provide peer training and support to the new volunteers.

Our additional law students have been engaged in a range of tasks. During business hours, they are now providing telephone reception and triage, and making legal service appointments. This role has been taken over from the Port Phillip Community Group. Armed with training, support, a basic script and the Casework Guidelines, the volunteers have been undertaking this quite complex role with much skill, intelligence, attention to detail – and a sense of humour when required!

The law students have also been integral to the expansion of SKLS Fines Clinic, further outlined in this report, under the supervision and support of Drug Outreach Lawyer, Lloyd. In addition, the students and other volunteers have assisted the core day service work: paralegal work, research and entering and maintaining client data on the CLASS statistical system.

We have also recruited extra students to the evening sessions in order to ensure the volunteer lawyers are well supported with research and paralegal work. The students are also assisting the lawyers with the taking of clear, high quality file notes.

A further very positive development with the volunteer program this year has been the introduction of a specialist Crime Clinic which operates on Tuesday, Friday, and on Thursday evenings. Volunteer lawyers, Tony Lopes and Will McKeand, have been instrumental in leading this clinic, together with paralegal support from Sarah Robinson and Rufus Thomas-Webb.

In addition to these developments and highlights, the volunteer program and night service sessions have been progressing well. The volunteers in all of their roles have excelled and shown incredible commitment. Some of the changes to the appointment-making and adjusting to the Casework Guidelines has provided both a number of benefits and some challenges.

We also wish to commend others in our broader volunteer team, including the Directors on our Board, who have been extremely busy this year. In addition, those undergraduates and Practical Legal Training graduates who have undertaken placements and internships with the Legal Service have contributed enormously. We particularly thank Deakin University for their long-term commitment to sending students to participate in our Family Violence program at the Moorabbin Justice Centre's Intervention Order List.

We also send a big shout-out to our evening volunteer co-ordinators who, together with other senior lawyers, provide great mentorship to their team. They work in closely with Agata and Anthea and their volunteer receptionists to ensure the evening sessions run well.

We have had a busy and productive year with the volunteer team and the night service sessions. It has been wonderful to welcome many new people to the team, and we continue to appreciate those volunteers who have been with us for some time. Please see an impressive list below of people who have volunteered with the Legal Service for 10+ years! Ultimately, at the heart of our Legal Service are the people: particularly those who we are here to assist, but also those who set aside time in their generally very busy lives to provide that assistance.

Special Commendations – Long Serving Volunteers:

Renata Alexander (currently on leave) – 38 years

Kingsley Davis – 21 years

Adam Meyer – 17 years

Mark Shenken – 18 years

Kon Tringas – 17 years

Carl Wilson – 11 years

Helen Winther – 11 years

Gail Ryan – 10 years

Thanks also go to a number of people who have volunteered with us for at least five years.

We very much appreciate such incredible contributions from all of these volunteers.

Bravo!



Crime Clinic

This year the Legal Service established a specialist clinic to assist those accused of criminal offenders and for serious traffic offenders. The seriousness can derive from the combination of the current offence and the offender's prior convictions.

A significant portion of our work has involved non-mainstream offenders. They are persons for whom the court system provides services other than mere judgement. Diversion is one such service where first offenders are "given another chance" to avoid having a conviction registered against their name and so to avoid the disadvantages a conviction can entail for their future life.

Another non-mainstream service is for persons with a mental illness and/or cognitive impairment. This group often have drug and alcohol dependency as well. For persons in this group the court system has established a special division of the Magistrates' Court known as the Assessment and Referral Court (ARC) List. Here persons who qualify and who consent to enter the program are offered an ongoing court monitored support plan to help them to avoid re-offending. The plan usually last for many months.

If a person completes the plan to the satisfaction of the court then there is a unique power in the magistrate to discharge the person completely so that there is no finding of guilt. This again is of great help to the person's future life. And even if the magistrate does not grant this clemency the likely penalty is usually much less than it would have been in a court for mainstream offenders.

The Clinic also provides advice to mainstream clients, and may, where required, make a warm referral of a matter to a Victoria Legal Aid Duty Lawyer at the relevant court. This warm referral process enables SKLS, as a community legal centre, to help our client to better prepare his or her plea material. We hope that this also assists the Duty Lawyer by providing them with more time to absorb the plea material and requiring less of their time in conference at the court.

Anthony Lopes
Volunteer Lawyer

Community legal education, policy & projects

Courtney Peters
Legal Education & Law Reform Lawyer

St Kilda Legal Service has created a number of exceptional resources and started innovative projects over the past 12 months including:

Community legal education

SKLS believes in the importance of community legal education as a means of helping a greater number of people understand their rights and responsibilities within the law.

During the year, we presented community legal education to a number of different groups, organisations and networks. We presented sessions on Power of Attorney and Wills, Family Violence, Family Law, Economic Abuse, Infringements and Drugs and the Law.

We have continued to collaborate with organisations such as Vixen Collective and RhED to provide legal education to the sex worker community. Focus groups were held towards the end of 2017 and we are now in the process of finalising updated legal resources for sex workers.



Law reform

Over the past 12 months, SKLS has been actively engaged in a number of law reform projects, including writing submissions on the following topics:

- **Police misconduct and oversight** – by way of a submission to the Independent Broad-based Anti-corruption Commission (IBAC) Inquiry into the External Oversight of Police Corruption and Misconduct in Victoria
- **LGBTIQ people's rights** – by way of a submission in response to the Law Council of Australia Justice Project Consultation Paper on LGBTI People, in which we outlined, among other things, the current lack of LGBTI-specific legal services in Victoria.
- **Public housing** – by way of the following submissions in response to the Victorian Government's Public Housing Renewal Program:
 - Leading the drafting of a collaborative submission to the Parliamentary Inquiry into the Public Housing Renewal Program, on behalf of 7 community legal centres
 - Making oral submissions to the Parliamentary Inquiry, together with representatives from Northern Community Legal Centre, and West Heidelberg Legal Service
 - Submissions at the hearing of the Public Housing Renewal Standing Advisory Committee in relation to New St, Brighton
 - **Family law** – we made a submission to the Australian Law Reform Commission Family Law Review, as well as contributing to the Federation of Community Legal Centre's submission



We have been pleased to see our submissions, in particularly in the area of police misconduct and LGBTIQ people's rights, be quoted repeatedly in final reports issued by inquiries.

In addition, we wrote to the Victorian Attorney General, Martin Pakula, calling on him to amend the Summary Offences Act 1996 and/or the Surveillance Devices Act to criminalise the act of recording a private act without consent. Currently Victorian law, unlike NSW law, criminalises only the distribution of a recording of a private act – not the act of recording it. This gap in the law was brought to our attention by the sex worker community, who are seeing an increased use of surveillance devices such as 'spy glasses', by clients, who are recording sessions with workers without their consent. Our concern about this extends beyond the sex worker community, to all individuals who are concerned about their privacy in this age of ever-increasing technological surveillance.

Strategic project - policing family violence

Following on from our submission to IBAC, in partnership with the Women's Legal Service and Flemington Kensington Community Legal Service, SKLS undertook a pilot project looking at police conduct in the context of family violence. This included running

training sessions for lawyers who work within the family violence and community sector as well as interviewing clients and where necessary, assisting with advocacy. The project uncovered that failures of police duties were having a detrimental and long-term impact on survivors of family violence. The project had a number of positive outcomes for clients, including strengthening referrals from service providers and between partner organisations, empowering clients to understand the proper police process and encouraging clients to share their stories.

Volunteer training

In order to stay innovative and ensure we are delivering high quality services to our community, we have developed an internal training program for staff and volunteers. Sessions have been held on topics including gender awareness, communicating in plain English, working with challenging clients and a range of substantive law topics that relate to our legal services.

I would like to thank Kali Watson for filling in for me in my absence. I am excited to be back at the Legal Service and I look forward to starting fresh and diving into new and exciting projects.

The Firearm and Family Violence Project

Through the Firearms & Family Violence Project SKLS has continued to provide assistance to family violence survivors who wish to challenge an application by a perpetrator of family violence to get his firearms licence back by way of a section 189 application under the Firearms Act. We continue to provide legal advice and casework assistance to clients direct, where the application is not opposed by Victoria Police, as well as to workers who are supporting clients in such matters.

Despite the low incidence of such cases arising, the risks involved in firearm use in the context of family violence are dire. Through this project SKLS has found that the Victorian Firearms Act hasn't yet been amended to clearly align with broader family violence-related law reform in Victoria, which has emphasised the importance of safety of family violence survivors.

The current state of firearms law in Victoria has resulted in family violence survivors, in some cases, having to make the decision as to whether to challenge perpetrators' applications to have their firearms licence reinstated. This puts survivors in a very difficult position, particularly where there has been a long history of violence that has resulted in entrenched fear of the perpetrator and trauma impacts. As there is currently no legal aid funding to assist survivors to defend such applications, and no comprehensive system for referrals of such matters to a central point, some survivors have had to do this alone, or have borne the cost of a private lawyer to assist them (as they haven't found support in time). Other survivors have decided to not proceed, given the stress of such litigation and of facing the perpetrator again.

SKLS is in the process of consolidating its findings from this Firearms Project and look forward to publishing them shortly.

Our collaborations

SKLS would like to take this opportunity to thank all their partners, supporters and funders over the past 12 months including:

| | | |
|---------------------------------------|--------------------------------------|---|
| ACGD Design | Flemington Kensington Legal Service | Salvation Army |
| Alfred Health | Inner Melbourne Community Legal | Scarlet Alliance |
| Bea Boston | Inner South Community Health | South East Region Legal Assistance Network (SERLAN) |
| Bentleigh Bayside Community Health | Jewish Care | St Kilda Gatehouse |
| Commonwealth Government | Justice Connect | Swinburne University |
| Connections UnitingCare | LaTrobe University | Tenants Union Victoria |
| Consumer Action Law Centre | Launch Housing | Thorne Harbour Health |
| Cora Graves Centre | Law Institute of Victoria | Victoria Law Foundation |
| City of Bayside | Mind Australia | Victoria Legal Aid |
| City of Melbourne | Monash University | Vixen Collective |
| City of Port Phillip | New Hope Foundation | West Heidelberg Legal Service |
| City of Stonnington | Northern Community Legal Centre | WEstjustice |
| Deakin University | OCTEC Disability Employment Services | Windana Drug & Alcohol Recovery |
| Department of Justice and Regulation | Officeworks South Melbourne | Women's Health in the South East (WHISE) |
| Emerge | Port Phillip Community Group | Women's Legal Service Victoria |
| Federation of Community Legal Centres | Resourcing health & EDucation (RhED) | |
| Grill'd Local Matters | Sacred Heart | |

Acknowledgment of pro bono contribution

Thank you to those who have made a pro bono contribution to our Service in the last financial year. This may have been by way of advice in a specialist area of law, or by contributing a skill or resource that the Service doesn't readily have to hand, such as graphic design assistance, colour printing on a large scale, or a room large enough for 40 people. This year, we thank the following private firms and individuals:

Pro bono partners:

| | | |
|-------------------------|-------------------------|---------------------|
| Allens | SKLS barristers' panel: | Tim Jeffries |
| Clayton Utz | Adrian Kennedy | Julia Kretzenbacher |
| K&L Gates | Annette Charak | Sally Whiteman |
| Landers & Rogers | Daphne Foong | Stella Gold |
| Russell Kennedy Lawyers | David Yarrow | Stephanie Wallace |
| | Donna Ross | ThracY Vinga |
| | Georgia Douglas | William Newland |
| | Harry Lewis | |

Financial statements



ALKEMADE & ASSOCIATES

ACCOUNTANTS & AUDITORS

16th October 2018

The Directors
St Kilda Legal Service Co-Op Ltd
161 Chapel St
ST KILDA, VIC 3182

AUDITOR'S INDEPENDENCE DECLARATION TO ST KILDA LEGAL SERVICE CO-OP LTD

In accordance with section 307C of the Corporations Act 2001, I am pleased to provide the following declaration of independence to the Directors of St Kilda Legal Service Co-Op Ltd.

As registered company auditor for the audit of St Kilda Legal Service Co-Op Ltd for the year ended 30 June 2018, I declare that to the best of my knowledge and belief, there have been no contraventions of:

- (i) the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- (ii) any applicable code of professional conduct in relation to the audit.

Yours faithfully,

ALKEMADE & ASSOCIATES

Sam Marotta
Registered Company Auditor 8799
Suite 2, 107 Union Rd
Surrey Hills, Vic 3127
Dated 16th October 2018



ALKEMADE & ASSOCIATES

ACCOUNTANTS & AUDITORS

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF

ST KILDA LEGAL SERVICE CO-OP LTD

We have audited the accompanying financial report, being a general purpose financial report, of St Kilda legal Service Co-Op Ltd, which comprises the balance sheet as at 30 June 2018, the income statement, statement of changes in equity and statement of cash flows for the year then ended, a summary of significant accounting policies, other explanatory notes and the directors' declaration.

Directors' responsibility for the financial report

The directors of the St Kilda legal Service Co-Op Ltd are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the requirements of the Corporations Act 2001 and are appropriate to meet the needs of the members. The directors' responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
ST KILDA LEGAL SERVICE CO-OP LTD**

Auditor's responsibility (Cont.)

The financial report has been prepared for distribution to members for the purpose of fulfilling the directors' financial reporting under the Corporations Act 2001. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001. We confirm that the independence declaration required by the Corporations Act 2001, was provided to the directors of St Kilda legal Service Co-Op Ltd on 22 October 2018.

Auditor's opinion

In our opinion the financial statements presents fairly, in all material respects, the financial position of St Kilda legal Service Co-Op Ltd as at 30 June 2018 and its financial performance and cash flows for the year then ended in accordance with the Corporations Act 2001 and the Australian Accounting Standards (including Australian Accounting Interpretations) to the extent described in Note 1.

Dated this 16th day of October, 2018.

ALKEMA & ASSOCIATES



Sam Marotta
Registered Company Auditor 8799
Suite 2, 107 Union Rd
Surrey Hills, Vic 3127

**ST. KILDA LEGAL SERVICE CO-OP. LTD.
INCOME STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2018**

| | <u>2018</u> | <u>2017</u> |
|--|----------------|----------------|
| INCOME | | |
| CLC Recurrent Grants - State | 408,777 | 389,876 |
| CLC Recurrent Grants - Commonwealth | 134,695 | 130,370 |
| Other Grants | 122,621 | 79,972 |
| Philanthropic grant | 20,000 | - |
| Reduced revenue - grants carried forward | (69,428) | (14,937) |
| Costs recovered & retained | 1,600 | 2,845 |
| Fundraising/Donations | 6,087 | 1,328 |
| Interest Received | 4,774 | 6,152 |
| Membership Subscription | 50 | 15 |
| Other Income | 279 | 931 |
| TOTAL INCOME | <u>629,455</u> | <u>596,552</u> |
| LESS EXPENDITURE | | |
| Salaries & Wages | 431,353 | 394,409 |
| Superannuation | 40,458 | 41,265 |
| Salary Oncosts | 31,178 | 33,980 |
| Travel | 2,041 | 2,570 |
| Rent & Refurbishment Contribution | 24,669 | 26,695 |
| Other Premises Costs | 14,635 | 13,926 |
| Staff Training | 1,653 | 3,987 |
| Staff Recruitment | 710 | 390 |
| Communications | 10,351 | 6,671 |
| Office Overheads | 9,235 | 15,773 |
| Insurance | 3,942 | 2,061 |
| Finance, Audit & Accounting | 2,655 | 14,962 |
| Library, Resources & Subscriptions | 13,329 | 15,808 |
| Programming & Planning | 33,437 | 12,319 |
| Depreciation | 4,314 | 4,149 |
| Minor Equipment | 1,179 | 589 |
| Projects (Non CLC Recurrent) | 4,317 | 6,999 |
| TOTAL EXPENDITURE | <u>629,455</u> | <u>596,552</u> |
| PROFIT(LOSS) FOR THE YEAR | <u>-</u> | <u>-</u> |

ST. KILDA LEGAL SERVICE CO-OP. LTD.
BALANCE SHEET
AS AT 30TH JUNE 2018

| | <u>2018</u> | <u>2017</u> |
|--|----------------|----------------|
| ASSETS | | |
| Current Assets | | |
| Cash at Bank - MECU | 29,452 | 2,357 |
| Cash at Bank - CBA Investments | 503,100 | 451,100 |
| Cash at Bank - CBA | 24,521 | 7,423 |
| Petty Cash | 979 | 475 |
| Other Debtors | 7,000 | - |
| Prepayments | 1,961 | 1,733 |
| | <u>567,012</u> | <u>463,089</u> |
| Non-current Assets | | |
| Computer, Office Furniture & Equipment (at cost) | 56,243 | 52,769 |
| Less accumulated depreciation | (38,155) | (33,841) |
| | <u>18,088</u> | <u>18,928</u> |
| TOTAL ASSETS | <u>585,100</u> | <u>482,016</u> |
| LIABILITIES | | |
| Current Liabilities | | |
| Sundry Creditors | 52,757 | 45,158 |
| Provision for Annual Leave | 46,859 | 34,718 |
| Provision for Long Service Leave | 61,853 | - |
| Victoria Legal Aid (VLA) grant in advance | 83,306 | 89,036 |
| Department of Justice & Regulation | 78,753 | - |
| Legal Services Board grant in advance | - | 2,945 |
| State Attorney General grant in advance | - | 65,683 |
| Victoria Law Foundation grant in advance | 43,850 | 2,891 |
| Philanthropic grant | 20,000 | - |
| Local Government grant in advance | 1,945 | 1,157 |
| Non VLA income in advance | 46,047 | 47,171 |
| | <u>435,369</u> | <u>288,758</u> |
| Non-current Liabilities | | |
| Provision for Long Service Leave | 54,305 | 101,355 |
| | <u>54,305</u> | <u>101,355</u> |
| TOTAL LIABILITIES | <u>489,674</u> | <u>390,114</u> |
| NET ASSETS | <u>95,426</u> | <u>91,902</u> |
| EQUITY | | |
| Retained Earnings | 95,426 | 91,902 |
| | <u>95,426</u> | <u>91,902</u> |

ST. KILDA LEGAL SERVICE CO-OP. LTD.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2018

| | <u>2018</u> | <u>2017</u> |
|--|----------------|-----------------|
| CASH FLOW FROM OPERATING ACTIVITIES | | |
| Receipts from government grants - recurrent | 682,619 | 595,420 |
| Receipts from other sources | (525,532) | (579,735) |
| Interest received | 4,774 | 6,152 |
| Payments to suppliers and employees | (61,691) | 5,119 |
| | <u>100,170</u> | <u>26,955</u> |
| Net cash provided by (used in) operating activities (Note 3) | 100,170 | 26,955 |
| CASH FLOW FROM INVESTING ACTIVITIES | | |
| Proceeds from (payment for) property, plant and equipment | (3,474) | (16,695) |
| | <u>(3,474)</u> | <u>(16,695)</u> |
| Net cash provided by (used in) investing activities | (3,474) | (16,695) |
| Net increase (decrease) in cash held | 96,696 | 10,260 |
| Cash at beginning of year | 461,355 | 451,095 |
| | <u>558,052</u> | <u>461,355</u> |
| Cash at end of reporting period (Note 2) | 558,052 | 461,355 |

ST. KILDA LEGAL SERVICE CO-OP. LTD.
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2018

| | <u>2018</u> | <u>2017</u> |
|--------------------------------------|---------------|---------------|
| Balance as at Beginning of Year | 91,902 | 80,757 |
| Profit(loss) attributable to members | 3,524 | 11,145 |
| Unused Project Funds from Prior Year | - | - |
| | <u>95,426</u> | <u>91,902</u> |
| Balance as at End of Year | 95,426 | 91,902 |

ST. KILDA LEGAL SERVICE CO-OP. LTD.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2018

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report that has been prepared in accordance with the Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Boards.

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 valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by St. Kilda Legal Service Co-op. Ltd. in the preparation of the financial report. These accounting policies have been consistently applied, unless otherwise stated.

Income Tax

The activities of the entity are exempt from taxation.

Fixed Assets

Fixed assets are carried at cost, less, where applicable, any accumulated depreciation.

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the entity commencing from the time the asset is held ready for use.

Employee Benefits

Provision is made for the entity's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their minimal amount. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

Contributions are made by the entity to employee superannuation fund and are charged as expenses when incurred.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of the GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of the acquisition of the asset or as part of an item of the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2018

NOTE 2. RECONCILIATION OF CASH

For the purposes of the statement of the cash flows, cash included cash on hand and in at call deposits with banks or financial institutions, investments in money market instruments maturing within less than three months, net of bank overdrafts.

(a) Reconciliation of Cash

Cash at the end of the reporting period as shown in the statement of cash flows is reconciled to the related items in the Balance Sheet as follows:

| | <u>2018</u> | <u>2017</u> |
|----------------------|----------------|----------------|
| Cash on Hand | 979 | 475 |
| Cash at Bank | 53,973 | 9,780 |
| Cash deposit account | 503,100 | 451,100 |
| | <u>558,052</u> | <u>461,355</u> |
| | ===== | ===== |

ST. KILDA LEGAL SERVICE CO-OP. LTD.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2018

NOTE 3. RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING PROFIT

| | <u>2018</u> | <u>2017</u> |
|--|----------------|---------------|
| Operating result | 3,524 | 11,145 |
| Depreciation of Non-current Assets | 4,314 | 4,149 |
| Donation in Kind | | 727 |
| Changes in Net Assets and Liabilities: | | |
| (Increase)/decrease in debtors | (6,999) | - |
| (Increase)/decrease in other debtors | - | - |
| (Increase)/decrease in prepayments | (228) | (1,733) |
| Increase/(decrease) in creditors | 7,599 | (11,677) |
| Increase/(decrease) in provisions | 26,943 | 21,888 |
| Increase/(decrease) in reserves | | |
| Increase/(decrease) in income in advance | 65,017 | 2,456 |
| | <u>100,170</u> | <u>26,955</u> |
| | ===== | ===== |



www.skls.org.au