

Hunter Community Legal Centre Inc.

2018

Annual Report



Contents

Our People	Page 4
Pro Bono Assistance	Page 5
Chairpeson's Report	Page 6
Managing Solicitor's Report	Page 8
Our Services	Page 10
Our Clients	Page 11
Brian's Story is Becoming all too Common	Page 15
A Mouldy Situation	Page 16
Wendy's Story of Abuse	Page 17
Working with Our Local Community	Page 18
Community Legal Education	Page 20
Student's Reflection	Page 21
Financial Report	Page 22

About Us

Community Legal Centres recognise the barriers which exist for many people in their interaction with and understanding of the law and our legal system. These barriers are reinforced by the high cost of private legal services, the restrictions on the availability of Legal Aid, the complexity of the law and legal processes, and the fact that many people are powerless to deal with their legal problems because of social, economic or other disadvantage.

The Hunter Community Legal Centre aims to address the unmet need for legal services and to eliminate the structural and systemic barriers to justice which exist for many disadvantaged members of its community.

The Hunter Community Legal Centre was established in 1991 as a not-for-profit community legal centre to provide free legal advice, assistance and representation for those with most need in the Newcastle and Hunter region. The Centres catchment covers 10 local government areas with a geographical area of approximately 22,000 square kilometres and a population of over 700,000. The Centre also provides community legal education, clinical legal education and undertakes law reform.

Our Vision

An empowered community that values equal access to justice and upholds and respects human rights.

Our Mission

To enhance access to justice and promote human rights in the Hunter region by:

- Providing a high quality accessible legal service to disadvantaged and vulnerable people.
- Delivering legal information and education to service providers, clients and the community.
- Identifying and engaging in law reform activities to address inequalities in the legal system.

We Value

Respect
Accountability
Integrity
Social Justice
Equality

Our People

Board of Management

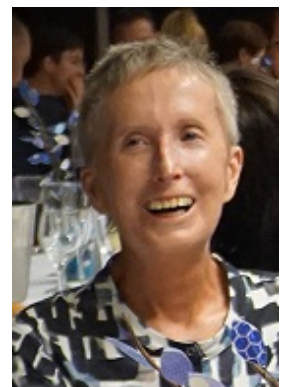
Chairperson	Colin James
Vice Chairman	Richard Lane
Secretary	Kenn Clift
Treasurer	Jeff Shute
Members	Ndi Ruppert
	Lucy Urach
	Jill Evans
	Dane Twohill

Staff

Solicitors	Bronwyn Ambrogetti Briony Manning Clair Tait (on maternity leave until 2019) Kim Richardson Luke Shearston (resigned March 2018) Michael Giles Mitchell Harvey Molly Willoughby (maternity relief) Zach Biddles (commenced March 2018)
Coordinator	Julie Vitnell
Administration	Kathrina Balston Bianca Evans (resigned January 2018) Judy Hitchcock (resigned June 2018) Toobah Choudhari (commenced January 2018) Bree McColl (commenced January resigned April 2018) Tika Wright (commenced April 2018)

Vale to Judy Hitchcock

Judy commenced working at the Centre in August 2011 and resigned in June 2018 due to ill health. Unfortunately Judy passed away on 28 August this year. Judy brought a great vibrant energy to the Centre, with her wicked sense of humour, her love of music and rugby. She was a very caring person, who loved helping our clients. On behalf of all the staff, volunteers and clients at HCLC we will miss Judy very much.



Pro Bono Assistance & Volunteers

Pro Bono Assistance

Sparke Helmore
SWS Lawyers
Laycock Burke Castaldi Lawyers
Cantle Carmichael Lawyers
McCullough Robertson
Gilbert and Tobin
Lizzie McLaughlin Barrister
Jane Needham Senior Counsel

Volunteer Solicitors

Lynn Flanagan
Lestelle Olsen
Seamus Burke
Annette West
Dane Twohill
Steve Wendtman
Colin Dau

Students

Ali Pettit
Annika Scultz
Patrica Bevan
Ashley McIntyre
Ben Hicks
Susan Robinson
Tayla Cuning
Lucas Hafey
Coral Botka
Ellen Anderson
Stuart Kovacs
Maz McCalman
Lestelle Olsen
Bree Jacobs
David Manley
Elizabeth Beale
Emma Dyce
Erin Richardson
Kim Tomasic

Intake Volunteers

Josephine Adamson
Amanda Smalley Hoole
Tika Wright
Nick Rose
Eileen McGovern
Maimoon Khan
Tiffany Liu
Madeline Muddle
Courtney Cornett
Paige Findley

Volunteers

Elise Briggs
Duhita Lewis

Accolades

This year, 8 of our energetic volunteers were awarded the Newcastle Volunteer Service Award by Sharon Claydon, our Federal MP, We proudly nominated Lestelle Olsen, Madeline Muddle, Courtney Parnell, Josephine Adamson, Elise Briggs, Paige Findley, Maimoon Khan and Gabrielle Cornett. Our volunteer Paralegal, Elise Briggs was also highly commended by the Law and Justice Foundation of NSW at the Justice Awards for her work on our Asylum Seeker Project.



Elise Briggs

Chairperson's Report

The Centre has had another eventful year with highlights and disappointments but balancing out towards the positive. Most importantly we have provided legal advice and assistance to approximately 2237 people and presented 38 legal information sessions to people across our extensive community in our catchment, on many topics including elder abuse, making a will, power of attorney, guardianship, domestic violence, juvenile criminal histories and work.

We finalised and approved the Hunter Community Legal Centre Strategic Plan for 2018-2021, which can be viewed on our website. It has four Strategic Priorities each with several Strategic Initiatives. The priorities are to:

1. be responsive to our community in a time of change
2. enhance our workforce and community
3. achieve positive outcomes for our clients
4. prioritise our partnerships in our local community.

On funding issues, the Centre will receive additional funds from NSW Attorney General. A one-off funding for the 18/19 financial year.

During the year our staff applied to the Law and Justice Foundation for funding to run a service for young people at the Children's Courts in the Hunter Valley. This was successful with the new project to start at the end of 2018.

On the downside, our application to the Cooperative Legal Services Delivery Unit at Legal Aid, for funding to continue our very successful Traffic Offences service run by Mitch Harvey at Toronto Local Court, was not approved. Sadly that service ceased at the end of June 2018.

During the year our administrators have had to deal with significant technological challenges, including a new data system that was only partially working for several months, meaning we could not rely on the statistics being produced for our reporting system.

Our premises have been a challenge during the year and we have been working with our landlord on several issues to improve the safety and quality of workplace conditions for our staff and the people we assist.

Our staff have participated in many other activities over the year, such as the Seniors Festival, where our solicitors developed and presented the Stitch in Time Project. Our lawyers provide an excellent Outreach Legal Service to several places including Cessnock, Nelson Bay and Muswellbrook. Our solicitors also supervise trainee lawyers for their mandatory professional legal training (PLT) placement. This year we assisted the development of about 29 trainees and their feedback on their experience at the Centre is very positive.

Our volunteers and pro bono solicitors have been outstanding in 2017/18 and they boost the quality and depth of legal service that we could not achieve under current funding. They are all stars in my book, but I want to specifically acknowledge the contribution of Lynn Flanagan who works pro bono, two days every week, running an excellent AVO duty service at the Newcastle Local Court.

There are way too many people to thank individually, but on behalf of the Management Committee, I do want to name our Managing Solicitor Bronwyn Ambrogetti and our Coordinator Julie Vitnell for their excellent work in managing the crises on several fronts and keeping the Centre running positively and smoothly across all the services to a very large community. Thanks also to outgoing Chair Peter Bates, outgoing Treasurer Murray Evans, a big welcome to our new Treasurer Jeff Shute, and the continuing Board members who support the Centre in many ways. I look forward to working with you all in 2018/19.



Colin Dau

+ 6,000

hours of volunteer support and assistance was provided to Hunter CLC and our clients this year.



Annika Schultz



Josephine Adamson



David Manley

Managing Solicitor's Report

We began the year on a positive note when the Commonwealth Attorney General cancelled his proposed 30% cut that had preoccupied staff for some time. On a second positive note the State Attorney General announced additional funds.

With our funding secure the Centre was able to focus on its core business of providing access to justice for the Hunter community. The statistics and case studies below illustrate that in our civil, criminal and family law work we continue to provide high quality legal services to people who live work or study in our catchment.

Kim Richardson, Michael Giles, Mitchell Harvey and Lynn Flanagan continue to represent the centre in our civil and criminal law advice and casework. A highlight during the year was in our community legal education activities. We focussed on Elder Law, presenting the "Stitch in Time" project during the Seniors Festival. We also participated in the revamped "Opening Doors" interactive play, performed for 8 schools in the Newcastle Hunter region. During 2017/18 we farewelled Luke Shearston after 8 years at Hunter Community Legal Centre. Luke has taken up a position in private practice and we wish him well in his future career. He will be greatly missed by staff and clients.

We also temporarily farewelled Clair Tait as she took parental leave to give birth to her new daughter. We look forward to Clair's return. In the meantime her position is being filled by Molly Willoughby. Zach Biddles also joined our senior Family Lawyer, Briony Manning in the family law team. Our family law team continue to provide an outstanding service at the Family Court in Newcastle. In recognition of their expertise and experience, a delegation from the Australian Law Reform Commission came to Newcastle and consulted directly with our team on their current inquiry into the reform of the family law system.

Despite the success of the Toronto Local Court Traffic Service the project was not refunded and as a result came to an end at the end of June 2018. We are currently looking at ways to recommence and extend this project.

A personal highlight was the month I spent in Myanmar as International Clinician in Residence at Taungoo and Myitkyina Universities. I assisted the law schools in Myitkyina and Taungoo implement their Clinical Legal Education and Community Legal Education programs. As well as working through the BABSEACLE curriculum I shared Hunter Community Legal Centre's experience. Following my time there it was great to see 2 new externship venues began in Taungoo and several community legal education sessions were held in both cities on topics ranging from drug use to sexual assault.

I would like to thank all the Hunter Community Legal Centre's staff, in particular Julie Vitnell our Co-ordinator and the Admin team, for their commitment throughout the last year in difficult circumstances, post funding crisis, staff turnover and ongoing issues with our premises. The professionalism of all our staff make the Hunter Community Legal Centre a great organisation to work for.

To our Board who give their time to attend meetings after hours, read Board papers and provide support to the Centre in many other ways a big thank you again for your contribution in 2017/18.

I would also like to thank the volunteers and Pro bono solicitors who make the Hunter Community Legal Centre much more accessible to our community by providing hours of their time to assist.

I look forward to working with you all again in the coming year.

Bronwyn Ambrogetti



Our Services: Last Financial Year

A total of 2237 people were assisted during the last financial year.

The Centre provided free telephone advice on a range of civil and criminal law matters, which can include:

- Wills and powers of attorney
- Consumer issues such as debt
- Boundary fences
- Domestic violence orders
- AVOs
- Parenting
- Property.

Our solicitors provides representation in the local courts for those in most need.

The **AVO Duty Lawyer Service** provides assistance with AVO's at the Newcastle Local Court which has led to a reduction in breaches of AVOs.

The **Family Law Service** assists people with drafting documents and affidavits for their family law matters.

Our solicitors also provide assistance to people who have family law matters in the Federal Circuit Court through our **Family Law Duty Service**.

The **Family Relationship Centre Partnership** continues to offer legal assistance and support in the separation process in an attempt to reduce the number of matters that need to go before the courts.

1,991

legal advices were provided by telephone and in person

182

The AVO Duty Service assisted 182 unrepresented clients at the Newcastle Local Court

155

We represented 155 people in their matters in local courts

140

The Family Law Duty Service assisted 140 self-represented people.

*A PERSON WE ASSISTED
TOLD US ...*

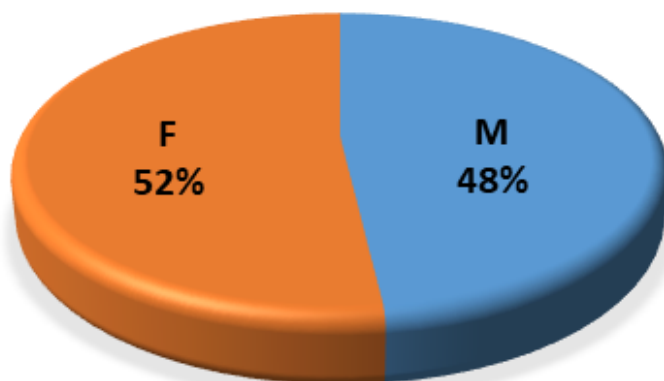
*The Government should give
you more money as you are
100% great.
You guys are sick!*

The People We Help

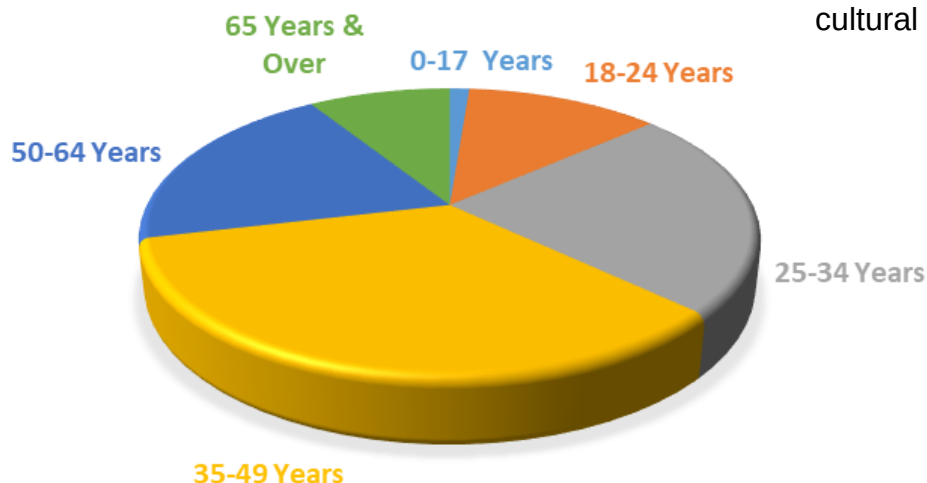
89% were experiencing financial disadvantage
 27% indicated they had a disability or mental illness
 29% indicated they were experiencing family violence
 10% indicated they were Indigenous
 6% indicated they were from the CALD community



GENDER



AGE GROUPS



What the people we help say

94%

said Hunter CLC staff helped them understand their legal issues and the available options

77%

agreed or strongly agreed that our service was easy to access

94%

found our staff friendly and respectful

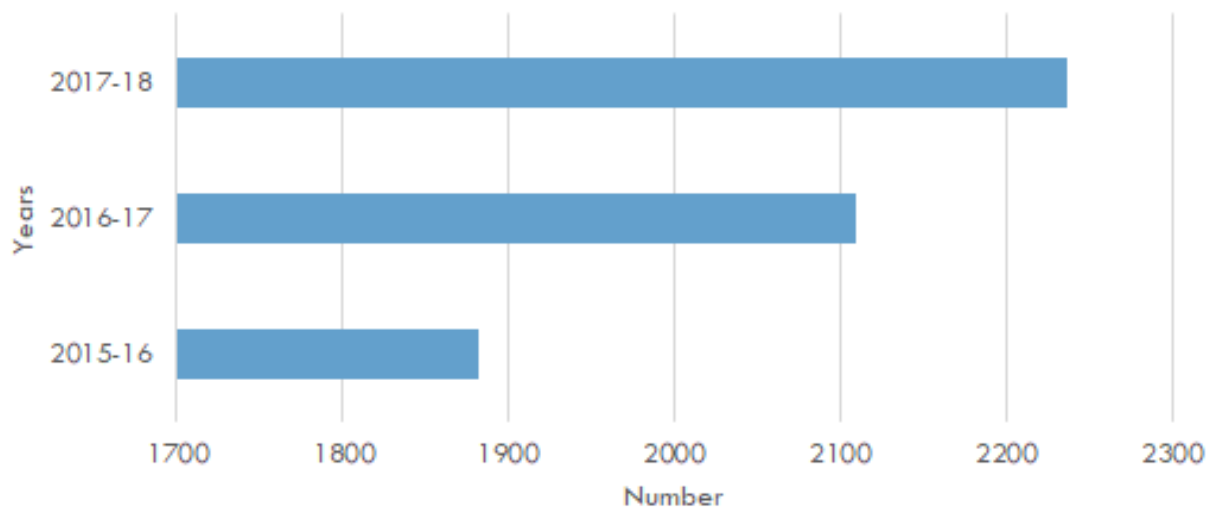
97%

now know where they can get legal help in the future

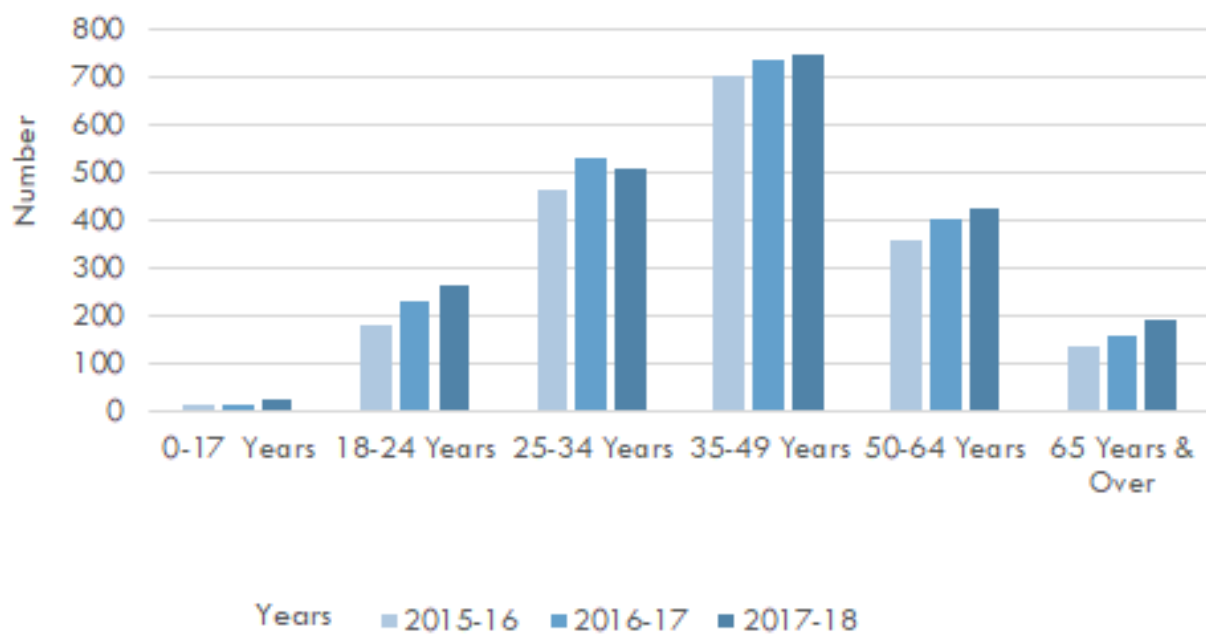
100%

felt we met their personal and cultural needs in providing a service

Number of People we helped



Age Groups



We are doing a great job but simply cannot keep up with demand. 10330 phone calls were made to the advice line with 7577 of these calls unable to be assisted.

A total of **5430** services were provided :

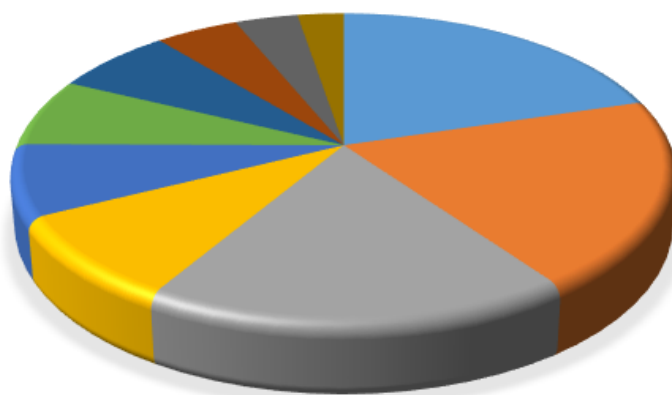
2475 Information & Referrals

2024 Legal Advices

578 Duty Lawyer service

353 Representation Services

TOP 10 PROBLEM TYPES



Child contacts or contact orders

Road traffic

Family violence order

Property in marriage

Family Law Other

Child residency

Other civil violence/restraining orders

Property de facto

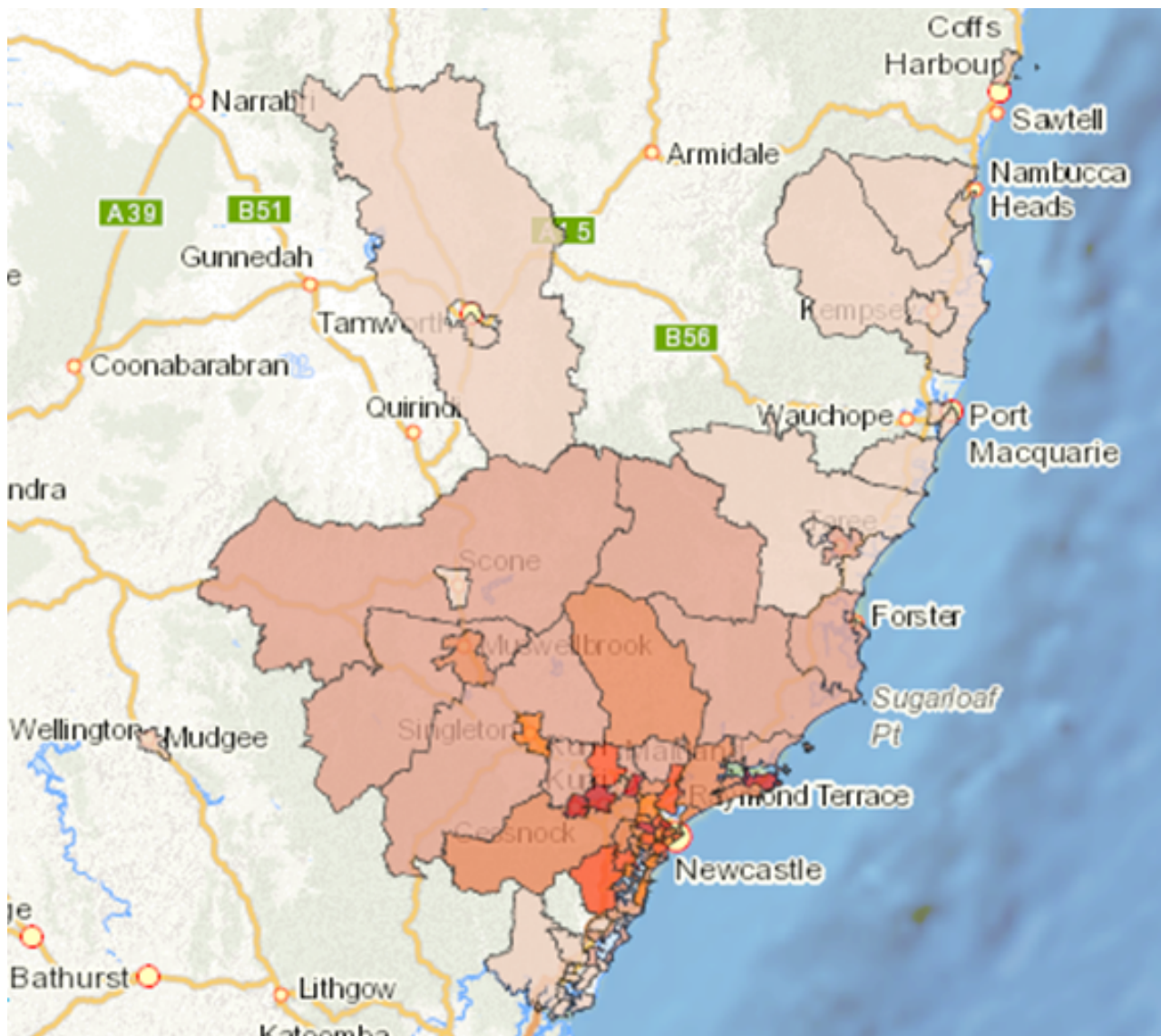
Divorce

Offences-justice procedure govt security

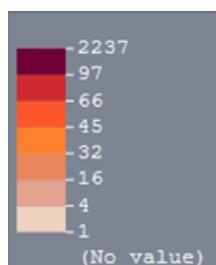
A PERSON WE ASSISTED
TOLD US ..

**The solicitor went out of her way
to make sure I understood the
matter and I am very grateful for
her effort.**

Spread of people we assisted in our catchment



Key



*There is NO way , ever, I can thank you enough for what you have done for me , your time , your attitude, everything .
Your advice , your wise words .
" Thank you " doesn't even begin to cover my sincere gratitude .
Nicole*

Brian's Story Is Becoming All Too Common

Brian*, aged in his eighties, contacted the Centre in 2017 following a string of incidents involving his son and daughter-in-law. Some years earlier, Brian and his wife transferred the title of their home into their son's name to preserve their estate from claims by their estranged daughters. The home was then sold and the proceeds of sale were used to purchase a family home for the son with a granny flat in the shed for Brian and his wife to live in.

Brian's wife passed away soon after, leaving Brian living alone in the shed. Later that year, a large storm hit the property, causing the shed to become flooded. As a result of the flooding, carpeting and insulation had to be removed from the shed. They were not replaced.

Brian's relationship with his son and daughter-in-law deteriorated. His son had his pension payments diverted into his bank account, and demanded \$700 per month payment on the electricity bill.

Brian's son and daughter-in-law also became physically and verbally abusive towards him. They began shoving him and threatening to kick him out of the property. On one occasion, the police were called to the property. Brian's son and daughter-in-law convinced the police that Brian had a mental illness and was having an episode. The police escorted Brian to the hospital where the doctors confirmed that in fact he did not have a mental illness and had a clean bill of health. Upon Brian's request, doctors performed a series of dementia tests, all of which confirmed that he did not have dementia.

Brian's son and daughter-in-law continued to harass him. They restricted his access to heating to 30 minutes in the morning and 30 minutes in the evening. If he used the heater for longer periods, Brian was threatened with eviction from the property. On one occasion, while Brian was attending a doctor's appointment, his son broke into the shed and confiscated his personal and financial documents, as well as photographs and certificates. With assistance from the Centre, Brian applied for an Apprehended Violence Order (AVO) against his son. When police attempted to serve the AVO, Brian's son reacted badly and had to be detained by police. Brian's son and daughter-in-law came into the shed and began shoving and threatening him because he filed for an AVO. As a result the police pressed charges against Brian's son.

Brian's son and daughter-in-law retained private legal representation and defended the AVO application and even made an AVO application against Brian despite the significant amount of medical evidence showing Brian was both physically and cognitively vulnerable. The solicitors for his son made efforts to draw the matter out as long as possible.

Brian was afraid to leave the shed in case his son took away his one remaining dog and the rest of his belongings. He wanted to escape the situation, but did not feel that he would be able to find an alternative place to live.

Unfortunately during the prolonged court process, Brian became very unwell and was diagnosed with an aggressive cancer. He spent a number of weeks in hospital and when discharged went to live with one of his daughters and did not return to his son.

Brian's son ended up pleading guilty to the charges and the AVO against him was made. Brian passed away not long after the court matter was finalised.

A Mouldy Situation

Juan* contacted us regarding his rental accommodation. He was from South America, and English was his second language.

Shortly after he had moved into the tenancy, he noticed a distinctive 'rising' smell throughout his flat. He contacted the real estate agent who assured him that nothing was wrong and instructed him to open some windows. Approximately 2 weeks after this, Juan noticed black mould emanating from the floorboards underneath his bed and spreading to his mattress and other belongings

The real estate agent refused to inspect the damage, despite it being clear that the source of the mould was likely the floorboards and the floor was in common strata property to which Juan had no access. The agent told Juan they would get to it and to just not sleep in that room in the meantime.

When the agent finally inspected 2 months later after Juan complained that he had been hospitalised with a severe lung infection, they noted severe mould issues and told Juan to leave the apartment for 3 days while they fixed the mould. They gave him a voucher for a motel nearby and told him that this was all he was entitled to under Australian Law.

Juan contacted us wishing to break the lease and move out, but he was worried about losing his bond or being placed on TICA. Our solicitor explained the real estate leasing process in Australia and gave him tailored advice and information about what his rights actually were in tenancy, as well as what they were likely to be in relation to the breach. We put him in touch via warm referral with the Hunter Tenants Advisory Service who assisted Juan to file a breach and termination in the NSW Civil and Administrative Tribunal (NCAT).

Juan called us back a few days later to let us know he had moved out.

Finally, we advised him that he should make a formal complaint to the Department of Fair Trading regarding the agent's conduct as it could easily amount to misleading and deceptive conduct as well as unconscionable conduct under Australian Consumer Law. We also informed him that he should seek to amend the application to include economic loss for any work shifts he missed while he was in hospital, and he should seek further private advice about personal injury compensation.

Matters such as these remind us of the unique vulnerabilities of new arrivals and others who don't speak English as a first language.

*Not real name

Wendy's story of abuse

Wendy* called our telephone advice line looking for advice about a property settlement and was referred to our Family Law team.

During the telephone advice our solicitor discovered that Wendy had locked herself in the bedroom for more than 24 hours, having suffered a horrific assault the day before. Wendy told us that her partner had thrown a coffee table at her, knocking her unconscious. Wendy told me that she had been suffering violence and emotional abuse at the hands of her partner for many years. She was quite coherent at the time, despite having suffered a head injury. We told her that we were concerned that she was in danger and that she should call the police. Wendy told us that the police had attended the previous day and they had wanted to arrest her partner following the incident, but Wendy had asked the police to leave because she believed her partner was mentally ill and in need of treatment, and Wendy didn't want her partner to get in trouble.

We told Wendy that we were concerned for her safety and that we thought she needed to leave the property. We confirmed that Wendy had access to a car. We asked Wendy whether she would have an opportunity to leave the property. She said she would leave tomorrow when her partner was at work. We gave Wendy the contact details for two domestic violence services. We told Wendy to call them in advance to make sure they had availability. We told Wendy we would call the following day.

The following day we contacted the domestic violence service to check their availability. We couldn't reach Wendy for a few days, and we were very concerned. When we eventually did get through to Wendy, she told us she was staying at a shelter. Wendy and our solicitor discussed reporting the abuse to the police at length. With the assistance of the care workers from the shelter Wendy did eventually report the abuse in full. Her partner was subsequently charged by the police. We were able to connect Wendy to domestic violence court services and victims' services. We informed Wendy that she could seek a property recovery order attached to the AVO proceedings against her partner.

Through the shelter, Wendy was able to access counselling and other services which assisted her to gain independence from the relationship. Once Wendy was safe, we wrote to her partner to obtain disclosure. Before we could progress the matter further, Wendy moved out of the area and we referred Wendy to Legal Aid interstate.

Wendy commented that if she had been aware of all the services available to assist, she would have left the relationship sooner. She noted that the web of services available was confusing, however we were able to assist her to understand and access the services. We were able to discuss possible outcomes of reporting the abuse to the police, and Wendy was able to make an informed decision about her options.

Working with our local community

Hunter CLC is able to provide holistic support to our clients through developing and maintaining strong relationships with local community organisations. Working collaboratively with community organisations involves:

- Providing community legal education
- Working with local organisations so they are well equipped to link the local community into our client services.

The impact we are trying to achieve through this work is that our community has:

- increased knowledge of the legal system
- increased access to services that meet their legal needs

Our Activities

Our Community Education

Our community legal education (CLE) program included:

- Information workshops on family violence, child contact, family law issues, AVOs and victims compensation at Miruma Cessnock Correctional Centre
- Information sessions on wills power of attorney and enduring guardianship
- Presiding over cases for the Law Society Mock Trial competition
- Conducting Aboriginal and refugee wills days
- Participating in the schools theatre production
- 'Opening Doors' which explores issues related to family violence and sexting

Community relationships

Hunter CLC works closely with community organisations in a variety of ways which includes:

- warm referral pathways with the local DV Services, Legal Aid office and local Aboriginal Services which provides priority access to these clients.
- Participation in the local Family Law Pathways network
- Participation in the local Cooperative Legal Service Delivery network
- Participants at the Homeless Connect Day



Seniors Day Hawkes Nest



NAIDOC Muswellbrook



Transcure Seniors Expo

STUDENTS THAT ATTENDED
'OPENING DOORS' WERE
SURVEYED FOR FEEDBACK

85%

of students said they had increased their
knowledge of family violence and sexting

A STUDENT TOLD US ...

*The play was very helpful and I now
know more about domestic violence
and sexting and what services I can
access if I have any problems.*



Multicultural Expo



Homeless Connect Day

Community Legal Education (CLE) Programme

Last year the Hunter Community Legal Centre was very vibrant and diverse in its community legal education and information programmes. Through the year our staff, volunteers and students reached out to different sections of the community in several ways to provide legal education and information and contribute to the community and reforms.

Aboriginal & Torres Strait Islanders, Refugees and Culturally and Linguistically Diverse:

Last year, we worked with diverse sections of the community through community legal education and networking sessions with Local Aboriginal Land Councils at Toronto and Wanaruah and Multicultural groups. We particularly addressed issues of the Stolen Generation Reparation Scheme and educating seniors in the indigenous and refugee communities on the importance of having Wills, Enduring Power of Attorney and Enduring Guardianships. We held stalls to provide information at events such as the Multicultural Expo and NAIDOC Week where we could interact with members of the community and give them issue specific information and guidance.

Community Legal Education:

We conducted several informative presentations at forums for seniors' rights on abuse and planning for the future. We held these workshops at forums at Toronto, Singleton, Muswellbrook and Newcastle through the year. We also successfully conducted a series of extensive workshops during the Seniors Festival all over the Hunter region which received a great response from these communities.

We conducted workshops for young people in schools and organisations such as Juvenile Justice on issues such as sexting, cyber-bullying and revenge porn. Our solicitors participated in the performance of "Opening Doors" which is an interactive play produced by Tantrum theatre to address these issues with teens. The play was staged at 8 different schools in the region.

We held workshops for family workers, carers and parents, nurses and midwives on important issues they come across in their field such as, Domestic Violence, Apprehended Violence Orders (AVOs), family law, sexual violence on minors, Enduring Power of Attorney and Enduring Guardianship.

We collaborated with Miruma at the Cessnock Correctional Centre to provide female residents with legal education on family and civil law on a continuing basis. This programme is ongoing and has been welcomed by the residents and the Centre management.

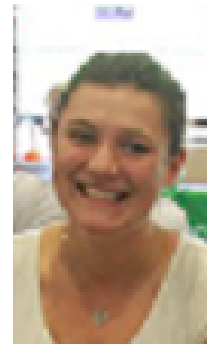
Law Reforms:

Looking into the issues we regularly deal with, our solicitors felt the need for legal reforms in certain areas of the law. They have made submissions for reforms in areas such as Care and Protection system, family violence, Family Law and Tenancy law.

Staff Development:

In order to keep our staff, volunteers and students well abreast of ongoing issues in the community and how to deal with them, they have attended several continuing professional development workshops on elder law, housing and NDIS, understanding youth and police, new sentencing options.

Student's Reflection



My experience at the Hunter Community Legal Center has far outweighed any expectation that I had of PLT placement.

As a student, I was expecting to be treated differently to the paid staff members and thought that my work would involve photocopying, making coffee and some assistance with legal matters...but I could not have been more wrong.

From day one, my work has been hands on, engaging and inclusive. The team at the Centre took the time to make me familiar with the intake process and explained the way the Centre works. They made it clear to me that questions were always welcome and to always ask if I was in doubt. They were inclusive, supportive and very welcoming.

The solicitors that I have been fortunate enough to work with have all shown great interest and support in any matter that I brought to their attention.

I couldn't believe my involvement with many of the cases and the extra effort that the solicitors made to ensure I got the most experience possible.

Volunteer solicitor, Lynn Flanagan ensured I partook in many client interviews with her and helped her where possible. She would ask for my assistance in drafting submissions for sentencing, researching legal matters and would never fail to involve me in a case that was out of the ordinary or posed an interesting legal question.

Michael Giles was always approachable and helpful, regardless of what question I was asking. He always took the time to explain legal issues thoroughly and ensured that I understood everything in his advice. He never failed to instill a life lesson with every piece of knowledge passed on. Kim Richardson never failed to quiz me on my knowledge of the area before answering the questions I had. Every client I brought to her was taken seriously and handled with compassion and care. Bronwyn Ambrogetti fostered the healthiest work environment I have ever been a part of. She always advocated for the client and shared her wealth of knowledge with me. She ensured I was included with CLE workshops, events and community projects.

I could not be more grateful for my experience at the Hunter Community Legal Centre. The work that is done here serves a great purpose and I was very proud to be part of it.

I could not recommend this place highly enough for future students. The diversity, acceptance and multiculturalism makes the work environment a joy.

Ali Pettit

Profit & Loss

Hunter Community Legal Centre Inc For the 12 months ended 30 June 2018

	Jun-18	Jun-17
Income		
Donations	1,435	1,239
Family Law Grants	366,349	368,989
Grants Received - Federal	299,740	277,226
Grants Received - State	308,545	298,436
Interest Received	3,514	4,831
Membership Fees	-	26
Other Income	2	-
Subsidies Received	20,215	15,000
Total Income	999,800	965,747
Gross Profit	999,800	965,747
Less Operating Expenses		
Client Disbursement	-	66
Communication	17,655	17,515
Depreciation	7,846	10,552
Finance, Audit & Accounting	4,776	4,342
Insurance	12,956	10,862
Leave Expense	(18,156)	23,920
Library, Resources & Subscript	1,862	1,822
Locum Staff	-	20,477
Long Service Leave	5,041	9,204
Minor Equipment	2,861	8,951
Office Overheads	9,862	8,609
Other Premises Costs	10,875	12,133
Program & Planning	4,164	-
Redundancy	-	14,000
Relocation	-	10,000
Rent	66,516	60,995
Repairs & Maintenance	6,485	6,554
Staff recruitment costs	1,307	778
Staff Training & Development	10,423	13,607
Superannuation Family Law	21,177	23,155
Superannuation HCLC	57,685	41,189
Travel & Accommodation	6,739	6,521
Wages & Salaries	789,637	685,331
Workers Compensation Ins.	2,272	2,880
Total Operating Expenses	1,021,982	993,463
Net Profit	(22,181)	(27,716)

Balance Sheet

Hunter Community Legal Centre Inc As at 30 June 2018

30 Jun 2018 30 Jun 2017

Assets

Bank		
Cheque Account	5,637	2,881
Online Saver Account	421,004	471,345
Petty Cash	163	168
Total Bank	426,805	474,395
Current Assets		
Accounts Receivable	50	1,680
Overpaid Salary Sacrifice	21	-
Prepayments	4,352	3,511
Security Deposit - Hunter Street	12,500	12,500
Total Current Assets	16,923	17,691
Fixed Assets		
Equipment Accum Dep'n FLP	(3,005)	(2,944)
Equipment Accum Dep'n HCLC	(111,989)	(104,204)
Equipment at Cost - HCLC	128,460	123,097
Equipment at Cost - FamLawProj	3,097	3,097
Total Fixed Assets	16,563	19,046
Total Assets	460,290	511,132

Liabilities

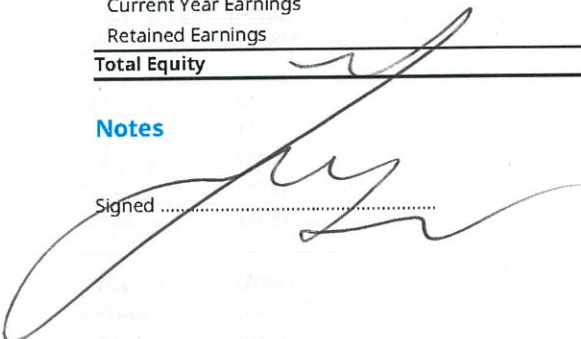
Current Liabilities		
Accounts Payable	8,014	1,681
Annual Leave - FamLawProject	8,751	13,017
Annual Leave - HCLC	38,432	52,323
CLSD Project Grant	-	18,366
GST	(3,270)	(1,308)
PAYG Tax Payable	11,980	13,531
Total Current Liabilities	63,908	97,609
Non-Current Liabilities		
LSL-FamLawProject	8,289	13,427
LSL-HCLC	39,036	28,856
Provision Equipment upgrade	25,000	25,000
Provision for Locum Staff	41,063	41,063
Provision for Redundancy	42,000	42,000
Provision for Relocation	40,000	40,000
Provision for Staff Training & Development	12,000	12,000
Provision Office Furniture Upgrade	25,000	25,000
Total Non-Current Liabilities	232,387	227,345
Total Liabilities	296,294	324,955
Net Assets	163,996	186,177

Balance Sheet

	30 Jun 2018	30 Jun 2017
Equity		
Current Year Earnings	(22,181)	(27,716)
Retained Earnings	186,177	213,893
Total Equity	163,996	186,177

Notes

Signed



Directors Declaration

Hunter Community Legal Centre Inc For the year ended 30 June 2018

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

The Board of the Association declare that:

1. the financial statements and notes, as set out herein present fairly the company's financial position as at 30 June 2018 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
2. in the Boards' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Management:

Chairperson: Colin James

Dated this 13 day of November 2018

13 November

Notes to the Financial Statements

Hunter Community Legal Centre Inc For the year ended 30 June 2018

1. Statement of Significant Policies

This financial report is a special purpose financial report prepared in order to satisfy the financial report preparations of the *Australia Charities and Not-for-Profits Commission Act 2012* and *Associations Incorporation Act 2009 (NSW)*. The Board has determined that the Association is not a reporting entity for the purpose of preparing the financial statements.

The financial report was approved by the Board as at the date of the Board's report.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report.

Basis of preparation

Historical Cost Convention

The financial report has been prepared under the historical cost convention, as modified by revaluations to fair value for certain classes of assets as described in the accounting policies.

1.(a) Income Tax

No provision for income tax has been raised as the Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

1.(b) Property, Plant and Equipment

Each class of plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and any accumulated impairment losses.

Plant and equipment

Plant and equipment is measured on the cost basis.

Depreciation

The depreciable amount of property, plant and equipment is depreciated over their estimated useful lives commencing from the time the asset is held ready for use. Land and the Land component of any class of property, plant and equipment is not depreciated.

1.(c) Employee Benefits

(i) Short-term employee benefit obligations

Liabilities arising in respect of wages and salaries, annual leave and any other employee benefits to be expected to be settled within twelve months of the reporting date are measured at their nominal amounts based on remuneration rates which are expected to be paid when the liability is settled. The expected cost of short-term employee benefits in the form of compensated absences such as annual leave is recognised in the provision for employment benefits. All other short-term employee benefit obligations are presented as payables.

(ii) Long-term employee benefit obligations

Liabilities arising in respect of long service leave and annual leave which is not expected to be settled within twelve months of the reporting date are measured at the present value of the estimated future cash outflow to be made in respect of services provided by the employees up to the reporting date.

Employee benefit obligations are presented as current liabilities if the entity does not have an unconditional right to defer settlement for at least twelve months after the reporting date, regardless of when the actual settlement is expected to occur.

Notes to the Financial Statements

1.(d) Provisions

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

1.(e) Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand and at banks, short-term deposits with an original maturity of three months or less held at call with financial institutions and bank overdrafts.

1.(f) Revenue and Other Income

Revenue is measured at the value of the consideration received or receivable.

Interest revenue is recognised when it becomes receivable on a proportional basis taking in to account the interest rates applicable to the financial assets.

Grant income is recognised as revenue in the year to which the associated expenditure and grant funding agreement relates. Accordingly, this income received in the current year for expenditure in future years are treated as grants in advance. Unexpected specific grant income at 30 June each year is disclosed as a liability. The amount brought to account as income is equivalent to that amount expensed by the Association during the financial year. Where surplus funds are required to be repaid, they will remain as a liability in the accounts until repayment.

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

1.(g) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of 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.

1.(h) Comparatives

Where necessary, comparative information has been reclassified and repositioned for consistency with current year disclosures.



Hunter Community Legal Centre Inc.
Level 2/116 Hunter St Newcastle 2300
PO Box 84 Newcastle 2300
Phone 40409121
Email: admin@hunterclc.com.au
Web: www.hunterclc.com.au



@hunterclc