

Footscray  
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## Annual Report 14/15

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Footscray Community Legal Centre Inc (FCLC) is a non-profit, community-managed association providing legal and financial counselling services to the community. Our legal services are funded by the Commonwealth legal services program through the Attorney-General's Department and by the State Government through Victoria Legal Aid. Victoria Legal Aid administers this funding. We have also received recurrent funding from Consumer Affairs Victoria for three years. Our financial counselling service is funded by the Commonwealth Department of Family and Community Services.

Our purpose is to address systemic injustice by providing free legal and financial counselling services on an individual level and more broadly through community education, law reform and advocacy.

We assist people who live, work or study in the City of Maribyrnong. Our service gives priority to those who cannot afford a private lawyer, and/or do not qualify for legal aid. We also focus on providing legal advice and financial counselling to refugees and new arrivals in the wider Western Region of Melbourne.

## Office

Address: Level 1, 72 Buckley Street  
Footscray, Victoria 3011  
Telephone: 03 9689 8444  
Fax: 03 9689 8155  
Email: [admin@footscrayclc.org.au](mailto:admin@footscrayclc.org.au)  
Website: [www.footscrayclc.org.au](http://www.footscrayclc.org.au)

Australian Business No. 57 056 348 794  
Incorporated Assoc. Registration No. A0020395F

## Hours of Operation

Day Service: Monday to Friday 9.30am – 5.00pm by appointment  
Night Time Service: Tuesday evenings from 6.30pm by appointment

We acknowledge that we are on the traditional lands of the Wurundjeri tribe of the Kulan Nation. We offer our respect to the Elders of these traditional lands and, through them, to all Aboriginal people.

\*Names of clients have been changed

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## CHAIRPERSON'S REPORT

It has been another productive year at the Footscray Community Legal Centre. The Centre continues to attract new funding and has once again expanded the range of services to meet the needs of our community.

The staff comprising of Denis Nelthorpe, Jenni Smith, Ahalya Thiru, Alice McBurney, An Huynh, Banafsheh Abedali, Becky Smith, Carol McNair, Catherine Hemingway, Gemma Cafarella, Heather Neilson, Kristina Sajfar, James Leckie, Jane Berry, Melissa McShane-Murphy, Michael Rice, Michelle Chumbley, Pa Hmun, Priyanka Shetty, Neng Boi and Za Tuah Ngur continue to provide a valuable service to the residents of the City of Maribyrnong and the western suburbs.

This year we said goodbye to Alexandra Dixon, Anita Smith, Anjali Suriyakumaran, Bethany King, Genevieve Auld, Juliet Akello, Megan King, Michael McKiterick, Nareeda Lewers, Parvathi Suriyakumaran, Sepideh Sadri, Taboka Finn and Tracey Ryan. They have provided a wonderful service to our clients and we thank them for their efforts and wish them well for the future.

The Committee wishes to acknowledge the effort of the very large number of volunteers and students that offered their time and expertise to the Centre. Without their commitment the Centre could not operate as it does. The Committee also wishes to acknowledge our funders and pro bono partners for their support of the Centre. The Centre greatly appreciates their dedication and support.

On 1<sup>st</sup> July 2015, Footscray Community Legal Centre, Wyndham Legal Service (WLS) and Western Suburbs Legal Service (WSLS) will formally merge to become WEstjustice (trading as Western Community Legal Centre). There was a lot of work put into this merger by Catriona Lowe who I wish to thank. Our Committee worked closely with the Committees of WLS and WSLS and we are very proud that this merger could be achieved. I think our achievement will mean a lot to the Western Suburbs of Melbourne. I acknowledge the support of all staff in helping to make this merger work.

**PETER RENWICK**

Chairperson

## **MANAGER'S REPORT**

The 2014-15 financial year was a year of transition as the Centre prepared for the merger with Wyndham and Western Suburbs Legal Services in 2016. The Centre continued to focus on existing programs but with a significant emphasis on the expansion of the employment law service for newly arrived communities.

A highlight for the year was the introduction of reforms by the Victorian government designed to protect taxi drivers in the event of a motor vehicle accident. The regulations required all taxi owners to indemnify taxi drivers in the event of a motor vehicle accident and to obtain third party property insurance from an APRA approved insurer. The reforms were based on our submissions to the Fells Inquiry and on follow up submissions to government on the shape and impact of the proposed reforms. By the end of the financial year it was obvious that the reforms had worked beyond all expectations and had all but ended a serious form of exploitation of our taxi driver clients.

The Centre benefited from philanthropic funding for a Train the Trainer program which allowed Catherine Hemmingway and her team of employment law volunteers to provide comprehensive training to community leaders from a range of newly arrived community groups. The project was well supported by key government and community agencies and ultimately reached more than 500 members of the newly arrived communities.

The Centre also benefited from the development and expansion of our relationship with the Victoria University Law School. The Law School agreed to expand the clinic at the Sunshine Youth Hub to full-time and to open a new student clinic in Werribee. We greatly appreciate this support and believe the expanded relationship will be of great benefit to both the wider community in the Western suburbs and the students at the University

The Centre was once again assisted by a wonderful team of law student and lawyer volunteers at both day and night services. The profession and legal centres provide valuable assistance to the community in many different ways. The value of this volunteer commitment may never be fully understood by the broader community but the results outlined in this report could not be achieved without this volunteer dedication.

Once again the staff received wonderful support from our Committee, pro bono partners, funders and volunteers. We should particularly acknowledge the leadership of our Chair, Peter Renwick, and the Committee in their willingness to first consider and then negotiate the merger with the other Centres in the West.

**DENIS NELTHORPE**

Manager

## **PRINCIPAL SOLICITOR'S REPORT**

### **Introduction**

Over the last year we have “honed” our service delivery model by identifying where our resources have the most impact. This began with the transformation of the night service to a clinic appointment based service. This has had a profound impact; the clients that we see now at night service have real legal issues which are able to be dealt with on the night. This in turn has ensured that our volunteer night service lawyers are engaged and as a consequence, we have been able to recruit more volunteer lawyers with expertise in high demand areas of law.

We have done this in other areas of our practice; for example instead of writing one-off letters for clients requesting reviews of fines where we know that enforcement agencies will not withdraw the fine, we are now attempting more community education in this area.

### **Casework and Advice**

We provide a range of services that are focused on improving the safety of women and children in the West including the duty lawyer service as well as follow up work. In February 2014 we provided VLA with written submissions regarding their proposed changes to family law guidelines. In that we argued that Footscray was well placed to provide further support for victims of Family Violence given that over 20% of our clients are family law clients.

### **Sarah's story**

Sarah who had multiple disabilities had been forced to live in a rooming house. She was often scared and had tried to find other accommodation without success. One night a drunken co-tenant, in a state of frenzy, swung out and unfortunately hit Sarah. The police were called but Sarah had already suffered lacerations to her face and had a front tooth knocked out. The police did not charge the co-tenant. Our tenancy team assisted Sarah with the tenancy aspects of her issues and another lawyer assisted her to file a Victims of Crime application, notwithstanding that the other person had not been charged. Sarah was able to get relocation costs covered as well as the repair to her teeth and a lump sum payment. Sarah was extremely happy as she had been able to be moved into better accommodation, which was much more suitable to her disabilities.

### **Conclusion**

In the future, we look forward to working towards better integration of all our services so that those most in need can get the wrap around the services they need. For example, if they are victims of family violence who also need assistance to get out of their lease, our tenancy and family violence lawyers will work together to provide the best outcomes, or if they are a newly arrived migrant being underpaid and as a result have accrued debts, our financial counsellor and employment lawyers can work hand-in-hand to achieve the best results.

**JENNI SMITH**

Principal Solicitor

## OUR PEOPLE

### THE COMMITTEE OF MANAGEMENT

**Peter Renwick:** Chairperson

**Liz Ng:** Vice-Chairperson

**Chelsea Trang:** Treasurer

**Annabelle Parsons:** Public Officer

**Meseret Abebe:** Member

**Sarah Strapps:** Member

### STAFF MEMBERS

**Denis Nelthorpe:** Manager

**Jenni Smith:** Principal Solicitor

**Ahalya Thiru:** Solicitor

**Alice McBurney:** Financial Literacy Project Officer

**An Huynh:** Administration Assistant

**Banafsheh Abedali:** Community Development Worker

**Becky Smith:** Paralegal

**Carol McNair:** Administrator

**Catherine Hemingway:** Solicitor

**Gemma Cafarella:** Solicitor

**Heather Neilson:** Financial Counsellor

**Kristina Sajfar:** Solicitor/Night Service Co-Ordinator

**James Leckie:** Solicitor

**Jane Berry:** Solicitor

**Melissa McShane-Murphy:** Manager Finance

**Michael Rice:** Solicitor

**Michelle Chumbley:** Senior Advocate

**Pa Hmun:** Burmese Interpreter/Community Development Worker

**Priyanka Shetty:** Solicitor

**Neng Boi:** Financial Counselling

Trainee/Community Development Worker

**Za Tuah Ngur:** Burmese

Interpreter/Community Development Worker

**We offer our thanks and best wishes for the future to the Committee of Management and staff who have left us during the 2014-2015 period:**

**Alexandra Dixon:** Project Officer

**Anita Smith:** Financial Counsellor

**Anjali Suriyakumaran:** Night Service Co-Ordinator

**Bethany King:** Federation of CLCs Law Graduate 2013/14

**Genevieve Auld:** Solicitor

**Juliet Akello:** Solicitor

**Lee Archer:** Member

**Megan King:** Solicitor

**Michael McKiterick:** Solicitor

**Nareeda Lewers:** Solicitor

**Parvathi Suriyakumaran:** Solicitor

**Poly Kiyaga:** Member

**Raviro Nzenga:** Member

**Sepideh Sadri:** Solicitor

**Taboka Finn:** Solicitor

**Tracey Ryan:** Solicitor

## VOLUNTEERS

The Centre wishes to thank all of our volunteers – the service would not be possible without their commitment and efforts, ranging from administrative support, to solicitors and paralegals during the Night Service and Day Service to the Committee of Management.

Alina El-Jawhari  
Alistair Robertson  
Allie Sutherland  
Andrew Morris  
Anna Thwaites  
Ante Sentic  
Bao Ngo  
Brendan Donohue  
Caitlin Louth  
Callum Fitzgerald  
Carla Hagan  
Cassandra Castillo  
Charlotte Ahearne  
Clea Cole  
David Ng  
Don McKenzie  
Edmund Gale  
Elise Tuffy  
Emily Cain  
Emma Henderson  
Esan Pilai  
Fiona Halloran  
Frances Smyth  
Franceska Leoncio  
Giuseppe Rubino  
Gloria Ozougwu  
Grace Park

Hang Nguyen  
Hassan Hamka  
Helen de Silva Joyce  
Jacinta Andrews  
James Dalrymple  
James Finnigan  
Jenaya Ellis  
Jenni Mandel  
Jessica Dawson-Field  
Jessica Dolan  
Jim Horsley  
Joe Buckley  
Joshua Furolo  
Juliet Akello  
Kaitlin Ferris  
Katherine Stewart  
Katina Stefanidis  
Ken Kour  
Kimberley White  
Lillian Vadasz  
Linda Luu  
Lisa Archbold  
Liz Grey  
Margot Finn  
Maria Pham  
Marina Leikina  
Mavis Tan

Melanie Schleiger  
Mohammed Khelil  
Nandini Kumar  
Nicholas Wolstenholme  
Olivia Ridley  
Owen Bradfield  
Parminder Singh  
Philip Heaven  
Phoebe Churches  
Prue Elletson  
Rachel Hui  
Rachel Liebhaber  
Rhonda Probert  
Rourke Puksand  
Sam Hayward  
Scott Schneider  
Sepi Sadri  
Sonari Fernando  
Subha Godagama  
Taboka Finn  
Tamana Shahabi  
Tamsin Webster  
Tanya Tang  
Tarni Perkal  
Terri Abeysekera  
Thomas Mathew  
Tom Mainwaring

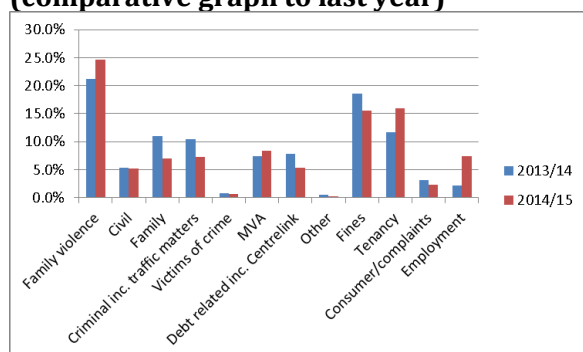


## 2014 – 2015 LEGAL SERVICE STATISTICS

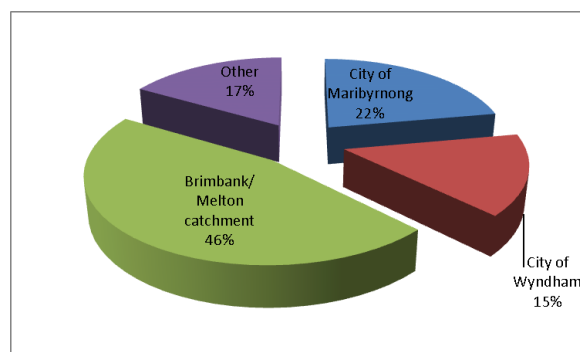
Total Service Centre Service Stats for 1/07/14 – 30/06/15	
Total number of clients (new, repeat and existing)	2205
Total number of new clients only	1430
Total advice activities	1257
Total cases open during period (open and new)	1615
Total information activities	740
Total cases closed during the period	1044
Total non-casework (CLE) projects (open and new)	67
Total non-casework (CLE) projects completed	24

	Generalist Service	Family Violence Service (IVO)
Total number of clients (new, repeating and existing)	1661	451
Total advice activities	1131	27
Total cases open during period (open and new)	998	597
Total cases closed	469	567

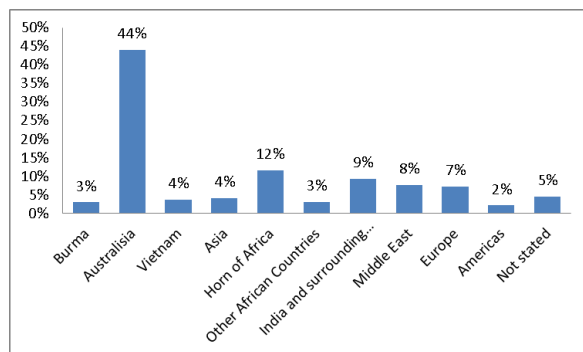
**2014 – 15: All services by problem type (comparative graph to last year)**



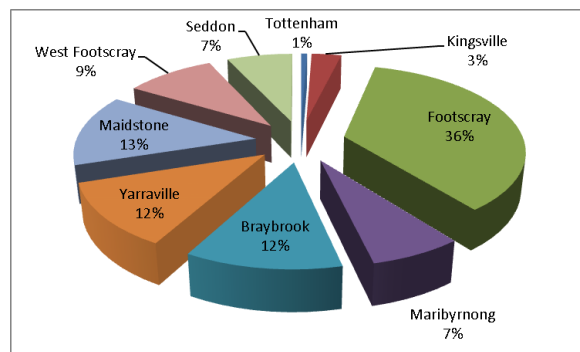
**2014 – 15: All Services by locality**



**2014 – 15: All services by country of birth**



**2014 – 15: City of Maribyrnong**



## **THE DAY SERVICE**

### **MOTOR VEHICLE ACCIDENT & INSURANCE CLINIC**

This clinic provides free and specialist legal advice regarding a range of issues that can arise following a car accident; including:

- Disputes with insurance companies about accepting claims, the payment of excesses, disputes about liability etc.
- Negotiating with the other driver or their insurance company in circumstances where our client is uninsured and has no capacity to pay for the damage caused; and
- Appropriate referrals where someone has been injured in a car accident.

Most of our clients are uninsured drivers with no capacity to pay the damage bills. Depending on the clients' specific circumstances, we are often successful in obtaining waivers of those debts.

### **REFUGEE LEGAL SERVICE – FINES & GENERALIST**

The Refugee Legal Service continues to offer legal information, advice, advocacy and referral to people from a refugee background including asylum-seekers who live, work or study in the Western suburbs of Melbourne. The most prominent refugee communities are from the Burmese, Afghani and Iranian population. We run two branches of the service – the Refugee Fines Legal Service, specialising in infringements matters and generously supported by King & Wood Mallesons and HWL Ebsworth Lawyers whom continue to provide pro-bono solicitors on a fortnightly roster, and the Generalist Refugee Legal Service, where advice is given on other legal matters affecting the refugee community.

### **EMPLOYMENT LAW PROJECT**

The Employment Law Project seeks to improve employment outcomes for newly arrived and refugee communities in Melbourne's West. Building on a period of consultation and research, we opened a pilot employment law service and community education program in 2014. Over the past 16 months, our pilot legal service has assisted over 125 workers from more than 26 countries. Most commonly, we have assisted with underpayments and sham contracting, recovering over \$55,000.00 in unpaid wages. We have also assisted with unfair terminations, resulting in over \$30,000.00 in compensation and outcomes helping clients find new employment. We have also provided advice on discrimination, bullying, workplace injury and workplace investigations.

Our community education program has delivered face-to-face information sessions to over 500 community members, community workers and community leaders through our pilot Train the Trainer program. Many of our clients do not understand Australian laws and processes, do not speak English, and would not have enforced their rights without our help. Stories and evidence gathered throughout the pilot programs will be presented in a final Project Report in 2016.

**Our Train the Trainer participants with staff and volunteers from Footscray CLC and the Fair Work Ombudsman**



We wish to thank each of our volunteers for contributing their expertise and dedication to the Project, as well as AMES, New Hope Foundation,

Spectrum Migrant Resource Centre and Wyndham Community and Education Centre, Corrs Chambers Westgarth, Ashurst, K&L Gates, Justitia, Maurice Blackburn, Ryan Carlisle Thomas, JobWatch, Springvale Monash Legal Service, The Employment Law Centre of WA, Helen Macpherson

Smith Trust, Victorian Women's Trust, Fay Marles Equal Opportunity Sub-Fund of the Victorian Women's Trust, National Union of Workers, Federation of Community Legal Centres Victoria, Fair Work Ombudsman, Fair Work Commission and Victorian Equal Opportunity and Human Rights Commission and the Victoria Legal Aid Equality Law Team for their continued support of the Project.

**Pavel's Story:**

Pavel is a newly arrived refugee. He does not speak much English and cannot write. He got his first job as a cleaner. He often worked 12 or 14 hour shifts but was only paid for five hours' work each shift. He was also paid below the minimum pay rate. Pavel came to the Centre because he had not been paid his last two weeks' pay. A community worker had tried to assist Pavel to complain to the Fair Work Ombudsman, but because they didn't know the laws, they only complained about two weeks' missing wages, not the other significant underpayments. Pavel's complaint was closed without resolution. FCLC helped Pavel make a new complaint to the Fair Work Ombudsman and negotiated with his employer to receive back payment. FCLC later learned that Pavel assisted two of his friends to negotiate back pay and legal pay rates going forward.

## CONSUMER ADVICE AND ADVOCACY PROGRAM (CAAP)

Consumer Affairs Victoria (CAV) fund the CAAP to assist consumers with matters related to (but not limited to), motor vehicle purchase, small appliance purchase and gym memberships', education fees, and services including solar panels and heating.

The consumer service is available to all clients of FCLC and consumers referred from CAV and Consumer Action Law Centre (CALC) covering the following Local Government Area's (LGS's): Banyule, Brimbank, Darebin, Hobsons Bay, Hume, Maribyrnong, Melbourne, Melton, Moonee Valley, Moreland, Nillumbik, Whittlesea, Yarra and Geelong.

## TENANCY ADVICE AND ADVOCACY PROGRAM (TAAP)

CAV also fund TAAP for people with private tenancy agreements, rooming house residents and people living in public housing were assisted with a range of tenancy matters such as notices to vacate, compensation, rent arrears and lease breaks.

Our Tenancy service is available to all clients of FCLC and tenants referred from CAV and VCAT covering the following VCAT sitting venues Sunshine and Werribee. Please refer to *Court Duty Services* section for the Werribee VCAT Duty Service.

## COURT DUTY SERVICES

### INTERVENTION ORDER DUTY SERVICE

The 'Family Violence Solicitor Advice Program and Duty Lawyer Representation' at Sunshine Magistrates' Court continues to run since its inception in 2007. FCLC continues to provide the duty lawyer service every Tuesday and Wednesday at the Sunshine Magistrates' Court and sees clients in relation to intervention orders, which are used to protect people who have experienced violent, threatening or abusive behaviour. We take this opportunity to thank all volunteers who assisted with the service and Victoria Legal Aid for their continued funding.

### WERRIBEE VCAT DUTY SERVICE

This Service began in October 2012 as part of Tenancy Advice and Advocacy Program funded by CAV. One of our tenancy lawyer attends the weekly Duty Service at Werribee VCAT to offer advice or representation (where deemed appropriate) to tenants.

## **COURT ORDER HELPER PROJECT**

This project is a partnership between FCLC and the VU College of Law and Justice and is staffed by a team of volunteers that are supervised by Su Robertson, a lawyer/academic.

Since August 2013, the volunteers have attended Sunshine and Werribee Magistrates' Courts looking out for self-represented community members and helping them with their court orders. Recognising that court orders are complex in both structure and language, the volunteers seek to clarify the litigant's outcome with them, explaining the meaning of their court order, language used by the Magistrate, responsibilities, rights and consequences before they leave the court precinct. We have had positive feedback on this project and will continue to run it in the foreseeable future.

## **BRING YOUR BILLS DAY EVENTS**

First developed in 2009, the Bring Your Bills Program is a direct assistance, advocacy and referral process that brings appropriate community, government and dispute resolution agencies such as the Energy and Water Ombudsman, the Telecommunications Industry Ombudsman and City West Water together at a central location for one day for the purpose of assisting low income disadvantaged customers. The service provides direct outcomes for clients with problems arising out of the provision of energy, water and telecommunications services and contractual issues due to door knocking to name a few. We wish to thank all the volunteers, interpreters and community workers that helped make the day a success.

A number of events were held this financial year, including:

- 30/4: Ascot Vale – Wingate Community Centre
- 26/3: Braybrook – Braybrook Community Hub
- 3/6: Sunshine – Lentara Uniting Care

## **OTHER SERVICES**

### **SUNSHINE YOUTH LEGAL CENTRE**

The Sunshine Youth Legal Centre is auspiced by FCLC. It is located at the Sunshine Visy Cares Youth Hub, Australia's largest co-located youth service centre. The Centre provides information, referrals and undertakes casework for young people aged 25 years and under. The most common problems were infringements and criminal matters.

The SYLC has a close relationship with the Victoria University Law School, where students attend the Centre either as a legal placement or as part of the Law in Practice subject. We wish to thank all the students and senior placements for their assistance this financial year.

### **FAMILY RELATIONSHIP CENTRE**

The partnership with the Sunshine Family Relationship Centre (FRC) began a few years ago. The services provided include information, referral, mediation and legal advice. Jenni Smith, Principal Solicitor sees clients referred to us at FCLC on Tuesdays and at Sunshine FRC on Fridays. Common issues include child related matters (including contact, consent and parenting orders), separation and intervention orders. We wish to thank FRC staff for their work.

## **THE NIGHT SERVICE**

### **GENERALIST NIGHT SERVICE**

Traditionally, our Night Service ran every Tuesday and Thursday evening by drop-in. After thorough consultation, FCLC decided to change to an appointment based system. One of the reasons for this change was, the number of matters varied so significantly that solicitors were not always able to give proper assistance on the night, which in turn meant valuable volunteers left as they felt out of their depth. Additionally, there was no way of knowing whether we would be under-staffed or over-staffed on the night, wasting time and resources. So far, the transition has been smooth.

The Night Service remains an important element of FCLC's overall service delivery. It is one of the few Centres in the West that provides an evening advice service. It is made possible by a group of enthusiastic, dedicated and talented solicitors and students and we thank them for their continued efforts.

### **TAXI DRIVER LEGAL SERVICE**

The Centre continued to offer the specialised Taxi Driver Legal Service on a fortnightly basis on Monday evenings, focussing on civil matters including:

- Magistrates' Court Civil Litigation – the Service issued and defended proceedings against taxi clubs, operators, owners and insurers.
- VCAT Licensing cases – the Service advised and assisted 25 owner drivers seeking reinstatement of taxi licenses cancelled as a result of payment disputes with the Taxi Services Commission.
- Legal Services Commissioner Complaints – the Service assisted a number of clients to lodge complaints against legal practitioners appointed to act for them by taxi clubs and operators pursuant to a right of subrogation.

In the past twelve months the service has seen 122 clients and opened 79 files for intensive casework. The number of files requiring court representation has tripled from the previous year. The Service has entered into an arrangement with Fitzroy Legal Service to take referrals in traffic infringement and criminal matters where Fitzroy had a greater expertise.

We wish to thank the Taxi Services Commission and the Legal Services Board for their generous support.

## **FINANCIAL COUNSELLING**

### **GENERALIST FINANCIAL COUNSELLING SERVICE**

Our financial counselling service is generously funded by the Department of Social Services (DSS). Financial counselling is a service that provides information, support, referral options, and advocacy for people experiencing financial difficulty. Such financial difficulty may have resulted from unemployment or underemployment, illness, relationship breakdown, low income and/or exploitative or unfair financial products. The services are free, confidential and independent.

#### **Andrew's Story:**

Andrew has an acquired brain injury as a result of a horrific workplace accident about five years previously. He also has substance abuse issues, mostly relating to heroin and crystal methamphetamine ('ice').

Andrew recently attended his bank to withdraw cash, as he does every fortnight. Upon receiving his money, he was advised by the teller that he was eligible for a credit card. Andrew was surprised but also thrilled at this news and an application form was sent to his home address. Upon submitting the application form, the client received a \$6,000 credit card. He subsequently withdrew the entire amount in less than a week to satisfy his drug habit.

Andrew now has \$6,000 of debt that is accruing interest daily and limited capacity to repay it given that his income consists of the Disability Support Pension, and a small income stream related to the compensation payment. The debt is causing Andrew a great deal of stress to the extent that he is experiencing suicidal thoughts.

Upon reviewing the circumstances in which the debt arose, our service identified that the bank may have breached its responsible lending obligations as set out in the *National Consumer Credit Protection Act 2009* (Cth). We made a complaint to the bank which resulted in the debt being waived in its entirety.

## **BURMESE REFUGEE FINANCIAL COUNSELLING SERVICE**

The Burmese refugee financial counselling service is run once a week by Heather Neilson, Financial Counsellor and supported by our valuable Hakha Chin and Burmese speaking community workers/leaders. It is these trusted community leaders that are able to connect the Burmese community to the Clinic. The most common matters we see are utility bills, fines and telecommunication issues. Many of the referrals to the Clinic come via referrals from the community workers who act as interpreters during the sessions. Without the valuable contribution of Neng Boi, Za Tuah Ngur and Pa Hmun, the Service could not be as successful as it is and would not have the same reach.

# AUDIT REPORT AND FINANCIAL STATEMENTS

## Footscray Community Legal Centre Inc ABN 57 056 348 794 Independent Auditor's Report to the Members

We have audited the accompanying financial report, being a special purpose financial report, of Footscray Community Legal Centre Inc (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet, notes comprising a summary of significant accounting policies, other explanatory notes and the Certificate by Members of the Committee for the financial year ended 30 June 2015.

### Committee's Responsibility for the Financial Report

The committee of Footscray Community Legal Centre Inc is responsible for the preparation and fair presentation of the financial report, and have determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 and is appropriate to meet the needs of the members. The committee's responsibilities also includes such internal control as the committee determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those 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 judgement, 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 association'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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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

### Opinion

In our opinion, the financial report gives a true and fair view of the financial position of Footscray Community Legal Centre Inc as at 30 June 2015 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Reform Act 2012.



**TST AUDIT  
& ASSURANCE**

Director:

A. R Ager CA, BEc  
Registered Company Auditor  
Registered SMSF Auditor

TST Audit & Assurance Pty Ltd  
1<sup>st</sup> Floor, 189 Coleman Parade,  
Glen Waverley, Vic 3150  
t: +61 (3) 9560 0211  
f: +61 (3) 9561 5497  
e: [tony.ager@optusnet.com.au](mailto:tony.ager@optusnet.com.au)

Registered company auditor



**Chartered  
Accountants**

CHARTERED ACCOUNTANTS | REGISTERED COMPANY AUDITORS

Liability limited by a scheme approved under Professional Standards Legislation. ABN: 78 167 481 834



**Footscray Community Legal Centre Inc ABN 57 056 348 794**  
**Independent Auditor's Report to the Members**

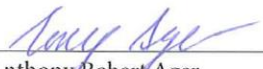
**Basis of Accounting and Restriction on Distribution**

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Footscray Community Legal Centre Inc to meet the requirements of the Associations Incorporation Reform Act 2012. As a result, the financial report may not be suitable for another purpose.

Signed on: 30<sup>th</sup> OCTOBER, 2015

TST AUDIT & ASSURANCE PTY LTD

TST Audit & Assurance Pty Ltd  
Authorised Audit Company Number: 453122  
Chartered Accountants

  
Anthony Robert Ager  
Director - Audit & Assurance  
Chartered Accountant



**TST AUDIT  
& ASSURANCE**

Director:

A. R Ager CA, BEc  
Registered Company Auditor  
Registered SMSF Auditor

TST Audit & Assurance Pty Ltd  
1<sup>st</sup> Floor, 189 Coleman Parade,  
Glen Waverley, Vic 3150  
t: +61 (3) 9560 0211  
f: +61 (3) 9561 5497  
e: tony.ager@optusnet.com.au

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**Footscray Community Legal Centre Inc ABN 57 056 348 794**  
**Balance Sheet as at 30 June 2015**

	Note	2015 \$	2014 \$
<b>Assets</b>			
<b>Current Assets</b>			
Cash assets		114,389	114,142
Receivables	<a href="#">2</a>	19,059	8,191
Other		293,563	277,913
<b>Total Current Assets</b>		<b>427,012</b>	<b>400,246</b>
<b>Non-Current Assets</b>			
Property, plant and equipment	<a href="#">3</a>	7,798	12,455
<b>Total Non-Current Assets</b>		<b>7,798</b>	<b>12,455</b>
<b>Total Assets</b>		<b>434,810</b>	<b>412,701</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Payables		34,364	29,255
Current tax liabilities	<a href="#">4</a>	26,700	17,317
Provisions	<a href="#">5</a>	70,988	56,963
Other		133,987	200,040
<b>Total Current Liabilities</b>		<b>266,039</b>	<b>303,574</b>
<b>Non-Current Liabilities</b>			
Provisions	<a href="#">5</a>	34,992	23,322
<b>Total Non-Current Liabilities</b>		<b>34,992</b>	<b>23,322</b>
<b>Total Liabilities</b>		<b>301,030</b>	<b>326,896</b>
<b>Net Assets</b>		<b>133,779</b>	<b>85,805</b>
<b>Members' Funds</b>			
Retained earnings		133,779	85,805
<b>Total Members' Funds</b>		<b>133,779</b>	<b>85,805</b>

The accompanying notes form part of these financial statements.

**Footscray Community Legal Centre Inc ABN 57 056 348 794****Income and Expenditure Statement****For the year ended 30 June 2015**

	2015 \$	2014 \$
<b>Income</b>		
Grants received		
- FV Project - State	120,884	118,516
- Commonwealth Grant - FC		146,958
- Commonwealth Grant - VLA	57,988	
- State Grant - VLA	219,096	227,825
- FR Commonwealth	29,624	29,100
- FR State	900	883
- CAV Consumer Casework	68,321	67,420
- SACS ERO - State (VLA)	37,616	22,041
- CAV Tenancy Casework	220,961	211,684
- SACS ERO - Commonwealth (VLA)	4,436	2,672
- Department of Families, CS & I		3,279
- Reichstein Foundation		3,212
- Taxi Services Commission	66,695	
- Taxi Project	71,995	24,603
- DSS - Financial Counselling	90,000	
- Victoria University	88,087	85,000
- Western Region Health Centre		13,636
- Wyndham Legal Service	34,420	23,010
- Insurance Project (Monitor)	86,399	389
- Other Income	14,268	
- DESS - Financial Counselling SACS	4,860	
- Vic Womens Benevolent Trust	10,500	
- Legal Cost Received	2,700	
- VLF - Youth Project Report	22,216	
- Each Employment	16,155	
- CALC Income	15,776	
	1,283,895	980,231
Sundry Income		12,343
Interest received	10,577	7,437
Loss on property, plant, equip scrapped		(3,411)
<b>Total income</b>	<b>1,294,472</b>	<b>996,600</b>

The accompanying notes form part of these financial statements.

**Footscray Community Legal Centre Inc ABN 57 056 348 794****Income and Expenditure Statement****For the year ended 30 June 2015**

	2015	2014
	\$	\$
<b>Expenses</b>		
Accountancy & Audit Fees	21,887	14,921
Advertising & Marketing	4,386	147
Bank Fees And Charges	120	191
Catering & Meeting costs	1,981	795
Cleaning Expenses	2,355	8,519
Computer & Software Maintenance	12,127	10,953
Conference/seminar costs	5,161	3,968
Consultants & Temp staff	1,242	2,270
Depreciation - other	4,657	6,052
Employment Expenses	3,625	1,401
Holiday pay	14,025	2,716
Insurance	1,260	2,475
Internet & Web	4,709	4,757
Legal fees	1,180	607
Long service leave	11,669	
Minor Equipment	4,344	
Payroll Processing	2,684	1,440
Printing & stationery	7,602	9,114
Program Resources	5,664	7,745
Postage & Freight	3,127	2,255
Rent	51,897	50,032
Repairs & maintenance		422
Salaries	705,920	568,695
Salary Packaging Expense	248,356	225,426
Staff Amenities	6,150	3,955
Staff training	6,209	2,684
Storage	1,785	1,283
Subscriptions & Memberships	10,561	10,285
Sundry expenses	313	100
Superannuation	83,663	67,164
Telephone & Fax	5,467	2,762
Travel expenses	6,987	8,135
Workcover	5,384	1,692
<b>Total expenses</b>	<b>1,246,498</b>	<b>1,022,963</b>

The accompanying notes form part of these financial statements.

**Footscray Community Legal Centre Inc ABN 57 056 348 794**  
**Income and Expenditure Statement**  
**For the year ended 30 June 2015**

	2015 \$	2014 \$
Surplus from ordinary activities before income tax	47,974	(26,362)
Income tax revenue relating to ordinary activities		
Net surplus attributable to the association	47,974	(26,362)
Total changes in equity of the association	47,974	(26,362)
Opening retained earnings	85,805	112,167
Net surplus attributable to the association	47,974	(26,362)
Closing retained earnings	133,779	85,805

The accompanying notes form part of these financial statements.

**Footscray Community Legal Centre Inc ABN 57 056 348 794****Statement of Cash Flows****For the year ended 30 June 2015**

	2015 \$	2014 \$
<b>Cash Flow From Operating Activities</b>		
Receipts from customers	1,273,026	1,021,580
Payments to Suppliers and employees	(1,269,769)	(784,112)
Interest received	10,577	5,993
Net cash provided by (used in) operating activities (note 2)	13,834	243,461
<b>Cash Flow From Investing Activities</b>		
<b>Payment for:</b>		
Other Assets	(5,189)	
Net cash provided by (used in) investing activities	(5,189)	
Net increase (decrease) in cash held	8,645	243,461
Cash at the beginning of the year	380,825	137,364
Cash at the end of the year (note 1)	389,470	380,825

The accompanying notes form part of these financial statements.

## Footscray Community Legal Centre Inc ABN 57 056 348 794

## Statement of Cash Flows

For the year ended 30 June 2015

	2015	2014
<b>Note 1. Reconciliation Of Cash</b>		
For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.		
Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:		
Cash At Bank - Bendigo	113,720	113,658
Cash at Bank - CBA	19	19
Cash on hand	649	465
Short term deposits	275,081	266,683
	<u>389,470</u>	<u>380,825</u>

**Note 2. Reconciliation Of Net Cash Provided By/Used In Operating Activities To Net Profit**

Operating profit (loss) after tax	47,974	(26,362)
Depreciation	4,657	6,052
(Profit) / Loss on sale of property, plant and equipment		3,411
Changes in assets and liabilities net of effects of purchases and disposals of controlled entities:		
(Increase) decrease in trade and term debtors	(10,869)	30,256
(Increase) decrease in prepayments	(2,062)	6,212
Increase (decrease) in trade creditors and accruals	5,109	11,047
Increase (decrease) in other creditors	(66,052)	200,040
Increase (decrease) in employee entitlements	25,694	1,851
Increase (decrease) in sundry provisions	9,383	12,399
Net cash provided by operating activities	<u>13,834</u>	<u>244,906</u>

The accompanying notes form part of these financial statements.

## ACKNOWLEDGEMENTS

In the past year, the Centre has received an extraordinary level of financial and other support from Federal and State Governments, government departments, philanthropic and statutory foundations and business, legal and community agencies.

We wish to acknowledge all our supporters but if we have missed any please be assured that your support is appreciated and valued by our clients, Committee and staff. In particular we wish to acknowledge the funding by philanthropic foundations which has allowed us to continue our valuable services.

Victoria State Government –  
Department of Justice  
Victoria Legal Aid  
Consumer Affairs Victoria  
City of Maribyrnong  
Federation of Community  
Legal Centres Secretariat.  
Financial and Consumer  
Rights Council Inc.  
Allens  
AMES  
Ashurst  
Australian Multicultural  
Community Services  
Braybrook Maidstone  
Neighbourhood House  
Clayton Utz  
Department of Social  
Services  
Financial Counselling  
Australia

Finrea Pty Ltd for Technical  
Support  
Helen Macpherson Smith  
Trust  
HWL Ebsworth Lawyers  
JobWatch  
Justitia  
K&L Gates  
King & Wood Mallesons  
Legal Services Board  
Maurice Blackburn  
New Hope Foundation  
Phoenix Youth Centre  
Russell Kennedy Solicitors  
Ryan Carlisle Thomas  
Springvale Monash Legal  
Service  
Sunshine Spectrum Migrant  
Resource Centre  
Tenants Union Victoria  
The Employment Law  
Centre of WA  
TressCox Lawyers –  
Maria Kerhoulas  
Uniting Care Sunshine  
Mission  
Victoria Law Foundation  
Victoria University  
Victoria University – Su  
Robertson  
We Like Small – web  
developer  
Western Region Health  
Centre  
Wyndham Community and  
Education Centre  
Wyndham Legal Service Inc