

DARWIN COMMUNITY LEGAL SERVICE
annual report

2013-
2014





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Chairperson's Report

This year, Darwin Community Legal Service's (DCLS) Board of Directors (the Board) reviewed DCLS' strategic direction. The Board re-affirmed DCLS' vision of a community whose members enjoy and are entitled to legal and social justice and confirmed DCLS' purpose of assisting the disadvantaged or marginalized to access justice. At the same time, the Board carried out a review of the way the Board conducts its business and explored a mechanism for an annual review of individual directors, in accordance with good governance principles.

DCLS continued to revise and develop its policies and procedures throughout 2013-14, with two goals in mind: good governance and meeting the accreditation requirements of the National Association of Community Legal Centres (NACLC). I am very pleased to report that, after an external audit in December 2013, NACLC accreditation was attained in June 2014 entitling DCLS to use the NACLC certification trademark. New policies include a delegations policy and updated Tenant's Advice Service guidelines.

The annual DCLS 'Rights on Show' was held for the first time in the Chan Contemporary Art Space and earlier in the year than usual, providing opportunities for more community engagement. Schools, correctional services, immigration detention centres, and urban and remote community organisations all contributed to making this year's show a resounding success.

The Board is acutely aware of DCLS's reliance on government funding and the risk this presents. This year, as in previous years, DCLS excelled at providing services within its funding limitations, however, next year will be a tougher challenge due to significant government funding cuts commencing in June 2015, with the probability of further cuts. With this in mind, the Board's Independent Income Sub-Committee explored options for increasing non-government income and presented fundraising options to the Board.

DCLS volunteers attended a reception at Government House hosted by our patron, Her Honour, the Honourable Sally Thomas AM (now AC), Administrator of the Northern Territory, in recognition of our volunteers' invaluable service throughout the year. Her Honour's patronage continues to be greatly appreciated and highly valued.

In early 2014, the board was delighted to welcome back director Julie Davis and to welcome Julie Hansen as a new director later in the year. DCLS board members freely and generously give their time and expertise to progress the DCLS vision and I would like to thank each of them sincerely for their collaboration and contribution this year.

A profound thank you to the wonderful volunteer lawyers and co-ordinators who run the DCLS' free legal advice clinics week after week. A considerable section of the community has access to legal assistance thanks to DCLS volunteers.

In community organisations it is important to find people who can be depended upon. DCLS is fortunate to have dependable and committed employees and the Board sincerely appreciates all their hard work and dedication in achieving DCLS' goals this year.

Finally, thanks to our funders who provided the financial means for DCLS to advance its vision of legal and social justice in 2013–14. I am mindful that DCLS's achievements are built on the contributions of our funders, and other supporters, without which we couldn't manage.

DCLS looks forward to maintaining those relationships as, together, we continue to provide community access to justice.

Stephanie Trezise-Conroy
Chairperson

Executive Director's Report

During 2013/2014 Darwin Community Legal Service continued to provide legal and advocacy information, advice and casework, to design and deliver community legal education, to provide policy advice to both NT and Federal government. We also responded to enquiries into access to justice and the allocation of legal assistance funding.

Interim reports from both the National Partnership Agreement review and the Productivity Commission Inquiry into Access to Justice arrangements were released in 13/14. Both reports identified areas for reform in relation to distribution of funding and targeting of services. Both inquiries also found that community legal centres provide responsive, appropriate services to disadvantaged and marginalised people.

We provided legal advice to individuals, we published new and revised fact sheets, we participated in consultation processes, we made and contributed to submissions for legislative change, we organised community stalls, we gave talks about legal rights.

Complementing our popular free legal sessions in and around Darwin and our generalist legal practice, our specialist services include a credit and debt legal service – provided with the assistance of the Australian Government Solicitor's pro bono program.

DCLS participated in networks and forums that bring together people and organisations from across Darwin, the NT and Australia. DCLS staff attended interagency meetings in and around Darwin, sometimes as far afield as Alice Springs. DCLS attends the NT Jurisdictional Forum and NT Legal Assistance Forum for high level networking. DCLS is represented on a number of committees and working groups, looking at issues as diverse as Housing Commission policies, Police interaction with homeless people on the streets of Darwin, the imminent NDIS trial in the Barkly region and elder abuse in the NT.

DCLS staff attended local and interstate training and once again we were able to send a large delegation to the NACLC conference in Cairns – it's a great opportunity for staff to meet and learn from colleagues around Australia and the region.

DCLS hosted final year law students on placement, who helped prepare submissions, assisted solicitors and advocates respond to client need, and updated our Limitations Schedule.

We welcomed new staff - some new to Darwin, some local recruits – and farewellled others. Our in-house training program continued with a mix of internal and external presenters and our Green Team continued to explore ways to reduce our carbon footprint – and energy costs. This year the Green Team focussed on improving re-use and recycling of material.

Sincere thanks to all DCLS staff for their hard work and dedication throughout the year, to Board of Directors members who determine the overall direction of DCLS, and to the volunteers who turn up week after week, month after month and in some cases year after year to help us provide free legal advice to those most in need.

Throughout this report you will find details of work undertaken to meet our goals.

Caitlin Perry
Executive Director



Description of Services

Generalist and community legal service provides free legal information and advice on most non-criminal matters and includes the free legal advice clinics staffed by volunteers and advice and casework assistance provided by staff solicitors, in particular the Community Solicitor.

Welfare Rights Service can help people who are unhappy with a decision made about their Centrelink (social security) payments.

Credit and Debt Legal Service is a joint initiative of Darwin Community Legal Service and the Australian Government Solicitor's pro bono program. The service is provided in response to the need for specialist legal advice for people affected by credit or debt problems and in recognition of the social problems arising out of credit and debt matters.

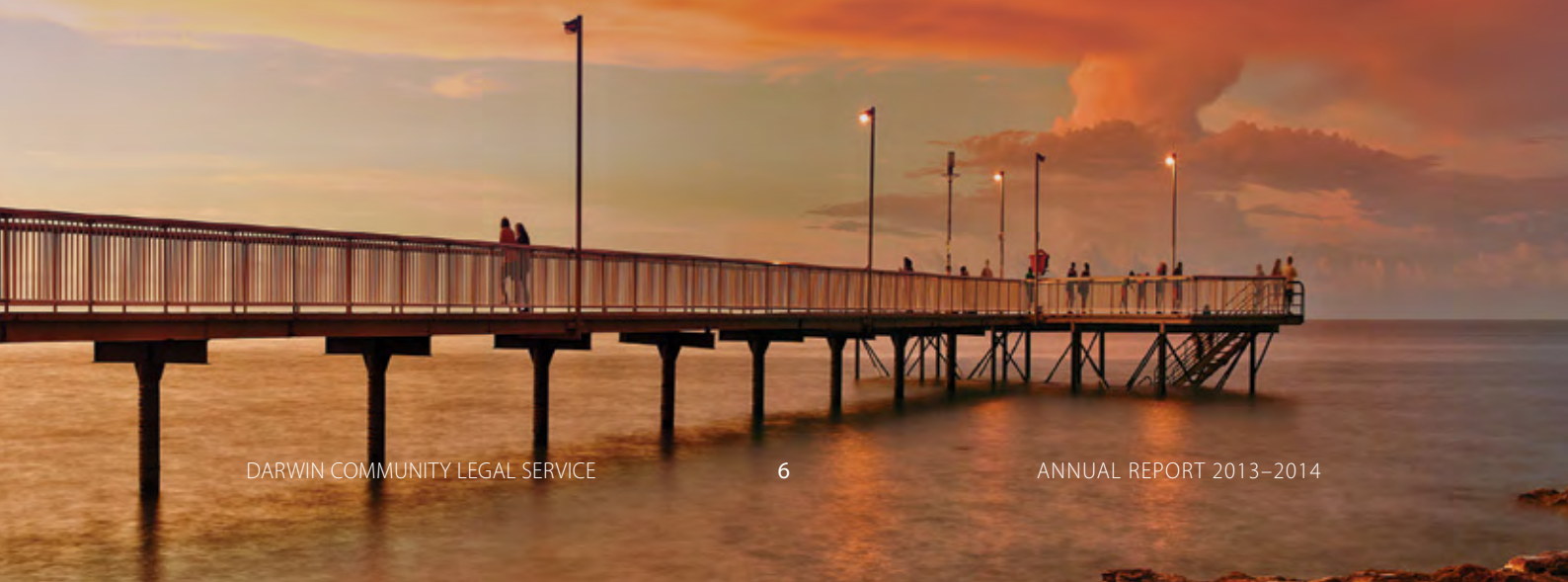
Homelessness Legal Service assists people who are homeless or at risk of becoming homeless and can provide free legal information, advice and referral. The service is also involved in policy development and law reform where it impacts on issues of housing and homelessness, and provides community legal education to service providers and groups about legal rights and responsibilities.

Family Relationship Centre Legal Advice Service provides legal information and advice to people undertaking family mediation with the Family Relationship Centre Darwin.

Disability Discrimination Service helps people with disabilities and/or their representatives who feel they have been discriminated against because of their disability. DCLS assist in making formal complaint to either the Australian Human Rights Commission or the NT Anti-Discrimination Commission.

Aged and Disability Advocacy Service is based in Darwin and has an office in Nhulunbuy, visits in the Katherine region regularly, and provides services across the Top End of the Northern Territory, assisting older people or people with disabilities and their representatives.

Photo by Paul Arnold. www.paularnold.com.au



General Legal Service

Introduction

The General Legal Service (GLS) provides legal services to the public on a wide range of civil matters. In addition to in-house advice and casework, the service encompasses the Credit and Debt Legal Service, Homelessness Legal Service, DCLS/Family Relationships Centre Project and Volunteer Legal Advice Service. The service delivers legal advice and casework on a wide range of civil law matters.

The General Legal Service comprises of the Principal Solicitor, Community Solicitor, Community / Homelessness Solicitor and Volunteer Solicitors. Through the year we also benefited from having the services of Hugo Melendez on a student placement. Hugo conducted research and assisted in updating the Limitations Schedule.

The GLS continued to conduct a joint project with the Family Relationships Centre through which the service provided family law advice to people going through the mediation process. The service is contracted out to a panel of experienced family law solicitors who provide a one-hour free legal advice session to clients.

Our volunteer legal practitioners continued to selflessly give their valuable time to assist people through our outreach sessions. Advice sessions are conducted at Palmerston, Casuarina and the DCLS offices. This service is run outside of office hours, enabling people who are not able to attend DCLS during the day to receive practical and timely legal advice. As one would expect the types of matters presenting themselves at these sessions are very wide. However, our volunteers demonstrated great versatility and provided timely and practical advice to a large number of clients.

The Credit and Debt legal service is provided in partnership with the Australian Government Solicitor's Pro Bono Program. Angela Nanson is currently seconded to DCLS on a part-time basis. The service is offered two afternoons per week. While limited in its operation, this is a much needed service providing advice and assistance to those finding themselves in financial difficulties or have been provided with inadequate or indifferent goods or services.

Provide high quality legal and related services

In the past year the GLS assisted clients through advice and casework to address their legal needs and, in many cases, successfully achieve their desired outcome in legally problematic situations. Although the GLS provides assistance across a range of civil law areas, employment and consumer law feature prominently. The service seeks to assist clients in the most flexible way possible by offering face-to-face advice and phone advice as well as undertaking weekly outreach services at Bagot Community. Clients who present with problems related to demands for money or who are owed money may be seen either by GLS solicitors or by a solicitor within the Credit and Debt Service.



Mary Hawkins, Disability Discrimination Solicitor and Caitlin Perry, Executive Director.

This year, GLS assisted clients with regard to problems involving unfair dismissal, workplace discrimination, workplace bullying, wages, employment conditions and entitlements and sham contracting. On behalf of our clients, GLS has negotiated with employers where appropriate, lodged claims with the Fair Work Commission and Fair Work Ombudsman, and represented clients at conciliation before the Fair Work Commission.

Consumer complaints also featured prominently in the work of GLS. In this area, GLS assisted clients with their motor vehicle purchases, building disputes, consumer leases and consumer credit. Problems with motor vehicles continue to be present with complaints involving motor vehicle purchase and financing contracts and problems with repairers featuring prominently. We are also faced with a large number of clients who are incurring debts through being involved in motor vehicle accidents without proper insurance.

The proliferation of household appliance rental companies and franchises throughout the Northern Territory and their lack of compliance with consumer and credit regulation has caused problems for our clients, especially those who are more vulnerable. The service has conducted extensive advice and casework in the area of consumer leases and has assisted a number of clients to obtain releases from unfair and unlawful contracts. The service relies greatly upon the assistance of DCLS's Outreach Worker in identifying and reaching vulnerable clients with consumer lease problems.

Our client work with motor vehicle and consumer problems has informed and prompted us to address these issues in our CLE and Law reform activities.

Other areas of advice and casework undertaken by the GLS include motor vehicle accidents, contract, bankruptcy, restraining orders and neighbourhood disputes.

The Community (Homelessness) Solicitor provides legal assistance to people who are homeless or at risk of becoming homeless and also provides general legal assistance to non-homeless clients. The Homelessness Project has assisted homeless people through outreach legal clinics held at St Vincent de Paul Ozanam House and the Salvation Army. Homeless people or people at risk of homelessness are also assisted within our office, by telephone appointments and at other agreed locations including the hospital and Mandatory Alcohol Treatment Services. People are assisted in a practical way with their legal needs either through legal advocacy or referral to appropriate agencies. At the same time the solicitor is identifying systemic legal issues, which may require a more concerted or cooperative response.

The Family Relationship Centre Legal Service provides legal assistance to clients who are undertaking mediation through the Family Relationship Centre Darwin. Clients may be referred to DCLS to obtain assistance with family law parenting matters. DCLS has a panel of family law practitioners who are contracted to advise clients on their legal responsibilities and rights. The service aims to provide clients with the information they need to make informed decisions about their parenting arrangements.

Identify obstacles to justice and options for reform

Policy and law reform continued to be a major part of GLS's activities. As a result of issues identified through our casework or brought to our attention by the Outreach Worker, the GLS has made a number of submissions to ASIC regarding the practices and procedures of particular household goods rental companies on behalf of disadvantaged clients. These submissions contained a comprehensive legal analysis of the issues and a number of client case studies identified through our client work. It was gratifying to receive very positive feedback from ASIC on the quality of our work. As a result of these submissions, ASIC has compelled various household goods rental companies to comply more strictly with responsible lending obligations in order to afford vulnerable clients with necessary consumer protections.

GLS drafted a submission to the NT Gambling and Licensing Services regarding to the compliance of escort agencies with their licencing and statutory obligations. The submission aimed to improve the workers' workplace conditions and the agencies' recognition of the workers' rights and entitlements. We were active in monitoring the introduction of new advanced personal planning legislation and drafted a submission to the Attorney General on the proposed bill. The Community Solicitor continued to represent DCLS in the Law Society Northern Territory's Social Justice Committee on a range of policy issues.

The Homelessness project identified disadvantage homeless people face with regard to violence, police issued infringement notices, loitering and banning notices, which resulted in approaches to the relevant authorities.



DCLS staff, June 2014

Promote understanding of legal rights and how to assert them

The GLS conducted numerous community legal education activities throughout the year with a focus on reaching migrant communities and other service providers in the Northern Territory. In providing CLE the GLS received assistance from and collaborates with the Outreach Worker in identifying and referring CLE opportunities, organising and preparing resources. Issues arising from GLS advice and casework often help us identify areas of need for CLE activities.

The service again ran a workshop named, “Identifying Legal Issues For Your Clients” as part of Law Week 2014 activities. The workshop was aimed at community workers and was conducted as a group problem-solving exercise involving all of the DCLS legal teams. Attendance was increased this year with approximately 60 participants from a range of organisations taking part.

Numerous other CLE activities were conducted by the GLS throughout the year with topics ranging from employment law to bankruptcy to motor vehicle purchase and vehicle damage and were delivered to organisations such as AMEP, CDU, Joblink and Amity. We also regularly presented sessions to the CALD community at the Multicultural Council of the Northern Territory. The Community (Homelessness) Solicitor also presented at the NT Homelessness Summit on Legal Services Reaching Out to Domestic and Family Violence Victims.

GLS presents regular programs on Law Spot on TEABBA Radio (Top End Aboriginal Bush Broadcasting Association), and provides the public with legal information in areas of law which the GLS practices.

Partner with people, organisations and community

The GLS liaised and collaborated with other legal service providers and organisations that are relevant to the practice of the service.

An example is the attendance of the Homelessness Solicitor and Community Solicitor at the Alcohol Mandatory Treatment Act Review Focus Group. They were able to discuss the impact of the new Act upon individuals from disadvantaged and marginalised communities, and to propose amendments in order to more closely align the Act with social justice principles. The Community Solicitor also sits as DCLS's representative on the LSNT Social Justice Committee. Through the Bagot Outreach Project, the GLS co-operated with other service providers in order to effectively assist vulnerable clients through a holistic approach.

The Community (Homelessness) Solicitor attended regular meetings of the Homelessness Legal Network, Police meetings, NT Shelter meetings, the NT Homelessness Summit 2014 and the National Forum of Homeless Person's Legal Clinics 2013 as well as meetings with other relevant services.

Rights on Show 2013 entry by David Henry, titled: The complete village economy.



Resource an effective, sustainable and supportive organisation

GLS team members participated and contributed to the organisation through attendance and presentation at in-house training, staff meetings and contributions to the organisations policies and procedures. Earlier this year GLS updated the "Schedule of Limitations for the Northern Territory" as part of its ongoing commitment. This resource is used by DCLS staff and volunteers as well as other practitioners throughout the NT.

Gary O'Sullivan
Principal Solicitor

Outreach Worker's Report

The DCLS Outreach Worker co-ordinates events such as the annual 'Rights on Show' Human Rights art exhibition, promotes DCLS services, publications and achievements, and works with DCLS staff to deliver community legal education. This year the Outreach Worker's contribution included such varied activities as:

- **assisting** the Principal Solicitor to co-ordinate a well-received Service Provider Workshop during Law Week
- **organising** the design and printing of our revised volunteer resource manual, with assistance from the Community Benefit Fund
- **conducting** numerous presentations to promote the range of services provided by DCLS
- **co-ordinating** the annual DCLS 'Rights on Show' art exhibition, which in its 20th year continues to champion the awareness of human rights
- **co-ordinating** Community Legal Education sessions for organisations such as Amity, National Joblink, and CDU which examined issues ranging from workplace rights, bankruptcy, and tenancy matters through to motor vehicle finance



*Rights on Show 2013 entry by Hannah van der Wal,
titled: Stop the trucks.*

- **working** with the Multicultural Council of the Northern Territory to conduct general legal information sessions, including several well-attended community legal education sessions at the Adult Migrant Education Program
- **running** an interactive stall at the World Refugee Day celebrations, with a photo activity, give-aways, and a moving “I hope...” activity, which gave people the opportunity to express their dreams for the future
- **contributing** to meetings at Melaleuca Refugee Centre, the Multicultural Advice Forum and the Red Cross Refugee Network, to promote our services and remain abreast of issues in the sector
- **promoting** the activities of DCLS by providing information and media releases to local publications such as *Off the Leash* and *the NT News*, and to local radio and television stations
- **publicising** the availability of our ‘drop-in’ legal advice sessions through arranging weekly free listings, distributing flyers, brochures, and fridge magnets, and regularly updating our Facebook page
- **networking** with Indigenous service providers and visiting the Bagot Community, Palmerston Indigenous Village, and Knuckey’s Lagoon
- **conducting** a fortnightly session on the TEABBA radio program, ‘Law Spot’ offering information to people about their legal rights and responsibilities
- **networking** with – and presenting to – interagency groups, women’s refuges, and support services to promote the activities of DCLS
- **continuing** to deliver the successful ‘Human Rights are Aussie Rules’
- **Human Rights Are Aussie Rules (HRAAR) program** that teaches students about human rights through Australian Rules football, examining racism and homophobia in the familiar context of football
- **running** popular HRAAR activities including ‘unequal tunnel ball’, ‘unfair handball’ and quiz competitions
- **playing** a role in the Community Legal Education network, where we are able to share our latest resources and foster relationships with other Community Legal Centres and services
- **writing** several successful applications for grants from the Community Benefit Fund, and the Public Purposes Trust
- **providing** general assistance to solicitors by identifying possible gaps in service delivery

This lengthy list of activities demonstrates the important contribution that Outreach Worker makes in raising public awareness of the range of services offered by DCLS.

Saskia Strange
Outreach Worker



Tenants Advice Service

DCLS's Tenants Advice Service (TAS) assists anyone who pays rent to live in a home in the Northern Territory (NT). This includes private residential tenants, boarders and lodgers, caravan park residents, supported accommodation tenants and Territory Housing tenants. TAS is an NT wide service.

It assists people who are disadvantaged or marginalised to access justice.

TAS provided high quality service not only to tenants but also to community and social workers and lawyers from other services who consulted about their clients.

TAS provided over 600 advices in the reporting year, including 25 complex advices - requiring detailed research, consideration of issues or enquires on behalf of the client. In addition, TAS opened 26 new cases in this period.

TAS casework includes advocating on behalf of tenants with the other party and/or before a court or tribunal. Limited resources were effectively utilised by prioritising casework. TAS strives to assist those clients that are most in need and unable to attend to casework on their own. TAS also runs cases that are likely to test the scope of the law and potentially set a new precedent. TAS was successful in this regard on a number of occasions.

TAS provided information, advice or casework in relation to a range of matters including:

- Repairs & maintenance issues
- Compensation applications
- Unsafe & uninhabitable premises
- Rental arrears & agreements to pay
- Bond refund
- Antisocial behaviour complaints
- Access & privacy breaches
- Tenancy termination
- Break leases
- Undue hardship applications
- Shared houses
- Public housing eligibility
- Living in caravan parks

*Rights on Show 2013 entry by
Aly de Groot, titled: Too hard basket.*



Identify obstacles to justice and options for reform

TAS engaged in numerous law reform and policy development activities in this period. These are as follows:

- TAS Team Leader Abhi Jain continued as NT representative of the National Association of Tenants' Organisations (NATO). NATO discusses tenancy issues throughout Australia and identifies obstacles to justice as well as options for reform for the betterment of tenants. TAS reports to NATO on NT tenancy law developments, the NT rental market and generally participates and engages in meetings and email requests.
- With other NT legal services, TAS participated in meetings with Territory Housing for tenancy reforms in urban and remote tenancies. Territory Housing introduced a new integrated policy manual in this period. TAS and other NT legal services reviews the new policy and met with Territory Housing to lobby for amendments.
- TAS is a member of NT Shelter which advocates to end homelessness in the NT. In addition to attending NT Shelter meetings, TAS participated in NT Shelter's Homelessness Summit with other legal services and social workers at which tenancy issues and options for reform were canvassed.
- TAS attended policy briefing meetings hosted by Territory Housing on the Tenancy Support Program (TSP) and conducted its own research on the scope of the TSP.
- TAS conducted research into indigenous town communities and met with other legal services to formulate strategies to bring about improved tenancy outcomes. TAS met with a range of stakeholders in Darwin and Alice Springs, visited town communities and sought to run pilot cases for tenants based in these communities. TAS participated in a meeting with the Department of Prime Minister and Cabinet in which some observations were discussed.
- TAS compiled a list of issues in relation to the Residential Tenancies Act and met with the Legal Policy Unit of the Department of Attorney-General and Justice to advocate amendments. A submission was provided on proposed amendments to the *Residential Tenancies Act* to confer jurisdiction on a new Northern Territory Civil and Administrative Tribunal (NTCAT).
- TAS commenced research into new Australian Privacy Principles and their impact on tenants that are blacklisted. TAS ran a successful pilot case into reversing the blacklisting of a tenant through engaging the Office of the Australian Information Commissioner.
- TAS expanded its database of void clauses contained in tenancy agreements for future reporting to the Commissioner of Tenancies (COT).

Promote understanding of legal rights and how to assert them

TAS provides a variety of tenants' rights information sessions. During the reporting period TAS:

- presented tenancy law information seminars to new adult migrants.
- presented two live radio programs about tenants rights and obligations on Top End Aboriginal Bush Broadcasting Association (TEABBA) as part of its regular Law Segment show.
- participated alongside DCLS lawyers in a Law Week event that aimed to help community workers identify clients' legal issues.
- hosted a public information booth at Raintree Park in Darwin City to promote its service, tenants' rights and to celebrate International Tenants Day.
- was interviewed by the NT News for an article on tenancy law rights.
- provided information about tenants' rights on the on the DCLS website, in community newsletters, distribution of flyers and brochures, and COT notices and publications.

TAS hosted a public information booth at Raintree Park in Darwin City to promote its service, tenants' rights and to celebrate International Tenants Day.

Resource an effective, sustainable and supportive organisation.

TAS employs 2 full time solicitors and one part time advocate/paralegal. Flexible working conditions are deployed wherever possible to accommodate staff personal or study commitments.

TAS staff attend weekly casework file review meetings with other DCLS lawyers and the Principal Solicitor, hold weekly team meetings, and attend quarterly DCLS non casework meetings with the Principal Solicitor and other DCLS staff.

TAS staff attend DCLS staff meetings and in-house training sessions, TAS lawyers attend Continuing Professional Development (CPD) seminars and conferences, and all TAS staff attend relevant training when offered.

Credit and Debt Legal Service

The Credit and Debt legal service is provided in partnership with the Australian Government Solicitor's Pro Bono Program. The service is offered two afternoons per week.

While limited in its operation, this is a much needed service providing advice and assistance to those who find themselves in financial difficulties or who have been provided with inadequate or indifferent goods or services. Many of those we see have been referred from other agencies such as NT Consumer Affairs or the Community Justice Centre.

The advice sought typically falls into the following categories:

- **Bankruptcy:** our advice has been sought as to the consequences by those who are considering filing for bankruptcy themselves or are the subject of bankruptcy action being taken against them.
- **Motor vehicle purchases:** most frequently we find people have signed a document which they understood to be a holding agreement with the seller only to find that it was a contract under which they are compelled to purchase the car. Other enquiries have concerned the purchase of second hand motor vehicles and the rights of the purchaser in those circumstances.
- **Faulty products or inadequate service:** in these circumstances, we may provide assistance by writing to the seller drawing attention to the relevant provisions of *The Consumer Law* requesting, in general, a refund.
- **Debts:** again, we may write to the creditor setting out our understanding of the facts and requesting a waiver of the debt, time to pay or whatever is appropriate in the circumstances.

If time and personnel permitted, the Credit and Debt Legal Service could readily become a full time operation.

Angela Nanson

Solicitor employed by the AGS,
seconded to DCLS on a part-time basis



Welfare Rights Service

Darwin Community Legal Service maintains a Welfare Rights Service that is active in legal and policy projects and has developed proactive relationships with community and legal service providers. Our Welfare Rights Service provides advice, casework and education to people having trouble with their Social Security payments. Our clients can be highly vulnerable and are often marginalised due to their strained financial circumstances.

Our service was operating for the full financial year, with one full-time solicitor.

Provide high quality legal and related services

We provided high quality legal advice and casework assistance to a wide range of clients. Our work has been varied, from providing clients with one off advice to taking on more complicated casework.

This year we took on a number of cases at various levels of appeal. We had many successful outcomes this year including the following;

Case example 1 A client from a non-English speaking background had received a substantial Centrelink debt. The client was on Newstart and in financial hardship. Centrelink had made a decision to continue to recover this debt after he had been discharged from Bankruptcy. We represented the client at the Social Security Appeals Tribunal. The SSAT decided that Centrelink had made a mistake meaning they had to stop recovering the debt and refund all moneys recovered in error.

Case example 2 Our client had been living overseas for a long period and had returned to Australia and applied for a Disability Support Pension. Although Centrelink agreed the client had serious medical conditions, it did not agree about the time the conditions arose and the period the client had resided in Australia. We assisted our client obtain medical information from overseas and other further information regarding residency. We represented the client at the SSAT where the appeal was unsuccessful. We appealed this decision further to the Administrative Appeals Tribunal. Lawyers for the Department of Human Services eventually conceded that our client had been eligible and the matter was settled in their favour meaning our client received their pension entitlements.

Casework trends

We assisted many clients with appeals against rejections and cancellations of disability support pension claims. We expect to continue to receive a high number of requests for assistance in this area due to changes in the way Centrelink conducts medical reviews.

Other common issues include debts, customer compensation and portability and residency issues.

Identify obstacles to justice and options for reform

We contributed to various reports and discussion papers compiled by the National Welfare Rights Network and attended regular legal services meetings at North Australian Aboriginal Justice Agency and regular National Welfare Rights meetings.

Promote understanding of legal rights and how to assert them

We presented TEABBA radio spots in regards to Centrelink debts and income management issues. The segments were broadcast over a large area including remote indigenous communities.

We took part in a joint CLE seminar with Legal Aid directed at key members of the migrant community and also worked with other lawyers at DCLS to compose and deliver the full day Law Week Training workshop that was well attended and received.

Partner with people, organisations and community

We continue to enjoy good working relationships with key people in the Department of Human Services, including the Litigation and Review branch in Brisbane. This has meant we have been able to more easily negotiate settlement agreements with the Department for a number of clients.

The Welfare Rights Service continues to enjoy professional and supportive relationships with welfare rights lawyers at other agencies. We have established a strong presence in the community and receive referrals from a wide range of community organisations.

Resource an effective, sustainable and supportive organisation

The Welfare Rights Service aims to be easily accessible to all. This year we advised a diverse range of clients including remote clients and clients with very limited English language and literacy. Due to the nature of our work many of our clients have serious and long-standing medical conditions and a number of our clients have been homeless or at risk of homelessness.

We hope that we can continue to maintain our flexibility and accessibility for our client base and continue to provide much needed support to these vulnerable groups.

Shelley Eder

Welfare Rights Solicitor



Disability Discrimination Service

DCSL's disability discrimination service assists people with disabilities and their carers who feel they have been discriminated against on the basis of their disability. Aside from dealing with the usual range of complaints, the Disability Discrimination Solicitor focussed on developing a strong network within the disability sector in order to promote the work of the service.

Provide high quality legal and related services

The DDS provided advice to a substantial number of clients in 2013/2014 largely in the areas of employment and education. Some matters were taken on as casework and are currently before the Anti Discrimination Commission.

One complaint of disability and race discrimination at work settled for a significant amount of compensation.

On behalf of a number of students with disabilities the DDS challenged the Department of Education's decision to cease their high school enrolment at the end of 2013 notwithstanding inadequate transition planning and virtually no post school options. A further year at school was secured for a number of students and the Department is now developing transition planning guidelines.

2013-2014 was a very active year for the DDS in joining with the community to promote the rights of people with disabilities.

While education and employment featured throughout the year, clients continued to report discrimination in the provision of basic services such as:

- Provision of disabled car spaces
- Locked disabled toilets
- Inaccessible footpaths and building entrances

In 2014 the DDS secured provision of disabled car parking at the Airport Hotel and negotiated with the Department of Transport to move disabled car parking at Goyder Road Motor Vehicle Registry to a more user-friendly location.

Promote understanding of legal rights and how to assert them

The DDS has given a number of talks and participated in forums throughout the year.

Among these were:

- Co-presentation with the Anti Discrimination Commission and the Health Complaints Commission in a forum held during Disability Awareness Week 2013. The forum dealt with the various complaints bodies in the Territory and promoted the notion that it is okay to complain
- Presentation of in-service talks to staff at Royal Darwin Hospital's rehabilitation unit
- A lecture to CDU students undertaking Bachelor of Education studies on how to advocate for students with disabilities
- Participation in a forum at the NTAHC on discrimination experienced by people with Hepatitis C
- Presentation to the NT Working Women's Centre on disability discrimination in employment
- Co-presentation with the National Disability Co-ordination Officer to the federal Department of Employment and Workplace Relations on employment services for people with disabilities

Identify obstacles to justice and options for reform

The DDS met with Graeme Innes, then Disability Discrimination Commissioner to discuss access to justice for people with disabilities.

The DDS has had a number of meetings with the Legal Aid Commission to consider assistance to participants in the National Disability Insurance Scheme ahead of the rollout in the Barkly region.

Partner with people, organisations and community

2013/2014 was a very active year for the DDS in joining with the community to promote the rights of people with disabilities. The DDS met with stakeholders across all areas of activity including senior members of the Departments of Education and Health; parents of students with disabilities; employment services; advocacy bodies such as the Northern Territory AIDS and Hepatitis Council.

Resource and effective, sustainable and supportive organisation

The DDS worked closely with the Aged and Disability Advocacy team to support clients with legal and advocacy issues in particular access to housing for people with disabilities. The DDS attended National Disability Rights Network meetings held bi monthly and the annual National CLC Conference in Cairns.

Mary Hawkins

Disability Discrimination Solicitor



Aged and Disability Advocacy Service

2013/2014 was another busy year for ADAS providing Aged and Disability Advocacy across the Top End of the Northern Territory and in the East Arnhem Shire. The service is staffed by 4 full time staff – 3 in Darwin and 1 in Nhulunbuy.

Audit and Certification of ADAS

ADAS was accredited under the Joint Accreditation System – Australia and New Zealand (Jas-ANZ) in 2013 and a further Surveillance Audit funded by the Australian Government (then) Department of Families, Housing, Community Services and Indigenous Affairs (now Department of Social Services) was successfully completed in February 2014.

National Disability Insurance Scheme

As reported last year, the trial site for the NDIS in the NT is the Barkly Region. The trial is due to commence in July 2014. The Department of Social Services has appointed the National Institute of Labour Studies at the Flinders University to independently evaluate the NDIS trial. We hope to report on the outcomes of the launch of the trial site next year.



From L to R: Aged & Disability Team Leader/Senior Advocate Lorraine Gibbs, Executive Director Caitlin Perry, Aged & Disability Advocacy Service (Nhulunbuy) Advocate Jennifer Peers.

Provide Individual advocacy and systemic advocacy

This year ADAS provided 123 new and ongoing advocacy cases and around 65 information, advice and referrals across the Top End and East Arnhem Shire. Successful highlights of the year included the following cases:

Case example 1 ADAS assisted the parents of a severely disabled child with guardianship applications and attended the Tribunal with the parents to assist them with any concerns about the process. Guardianship was granted to the parents.

Case example 2 ADAS assisted a client with severe physical disabilities receiving 24/7 care. From time to time the client asked the care worker to purchase items from the local shop. The client did not always want to travel to the shop, which meant the client was left alone in the house. At the request of the provider we discussed the matter with our client who was well aware of, and prepared to take, that risk. The provider and client agreed to develop a document to protect both parties and were referred to DCLS. Unfortunately, before completion, the client passed away.

Case example 3 ADAS was requested by a son living with his elderly father who was receiving services through an aged care provider, to attend a number of meetings regarding service provision. The service provider advised us they suspected financial and emotional abuse and other allied health professionals also expressed concerns. It became clear to ADAS and other stakeholders at the meetings that the father was in need of protection and the service provider, despite opposition from the son, lodged an application for Guardianship.

Advocacy in East Arnhem Shire

Advocacy issues included housing repairs, availability of aged care services and clients difficulty in understanding Centrelink and Australian Taxation Office processes. Useful networking opportunities included:

- Miwatj Health
- Yirrakala Health Clinic
- Anglicare
- Youth and Family Interagency
- Allied health professionals
- Relevant government departments

Nhulunbuy based Advocate Jennifer Peers noted emerging issues of concern for the local indigenous community about their future due to changes to mining in the area.

Systemic Advocacy

Elder abuse As reported last year the NT is the only jurisdiction without an elder abuse service. ADAS agreed to establish a pilot Elder Abuse information helpline which will operate from the ADAS office at DCLS in 2014/15.

Post school options This remains an issue with very few opportunities for students with disabilities exiting the school system to take up meaningful work. Current services have reached capacity and no new providers have taken up the opportunity to operate in the Northern Territory.

Deliver accessible and useful community legal education

This year we intensified promotion of our service distributing around 2,000 brochures and promotional material including drink bottles, hats and umbrellas.

A total of 55 education sessions including the role of advocacy, clients' rights and complaints procedures were provided to over 600 people, an increase of 63% on the previous year. Audiences included:

- Residents and staff of aged care facilities
- Staff of disability services
- Aged and disability community care workers
- Students
- Seniors groups
- Multi cultural groups
- Allied health professionals
- General public

Feedback on these sessions included:

- "really useful session, answered a lot of questions"
- "full of information and well explained"
- "relevant to our client base"
- "made me aware of what was available"

With Commonwealth government changes to age and disability service provision, in particular the opportunity for consumers to engage with 'Consumer Directed Care', we anticipate the next financial year will see an increase in information and advocacy provision as consumers navigate their way through the changes.

Fact Sheets

Some of our aged care related fact sheets will be revised to reflect to the introduction by the NT government of the Advance Personal Plan, which allows people to make decisions about their future health, financial and lifestyle preferences should they lose decision making capacity.

Partner with people, organisations and community

We have continued this year to participate in relevant and essential forums such as the National Aged Care Advocacy Network (NAN) and the Disability Advocacy Network Australia (DANA) together with relevant committees, networks and promotional opportunities including:

- Commonwealth Aged Care Planning Advisory Committee
- Aged Care Accreditation Agency Liaison Group
- Darwin Urban and Regional Aged And Disability Network
- Disability Advisory Group of Territory Care and Support Services
- Multi Cultural Aged Care Network
- Alzheimers Australia NT
- Carers NT
- TEABBA Radio (Top End Aboriginal Bush Broadcasting Association)

While our main advocacy is concerned with issues arising from provision of aged and disability services, how to access services or client rights, clients from time to time also have issues regarding discrimination, tenancy or welfare rights. We have continued to work collaboratively on these issues with legal staff of DCLS generalist and specialist services including Disability Discrimination Service, Welfare Rights Service, Tenants Advice and Credit and Debt Legal Service and to refer people to the DCLS free legal advice sessions.

Promote an accessible, visible and responsive organisation.

We continued to promote our service and take up opportunities for professional development by participation in:

- NAIDOC Day
- Disability Awareness Week
- International Day of People with a Disability
- Carers Week
- Seniors Week
- Mental Health Week
- Multi Cultural Advisory Forum
- Meeting with former Disability Discrimination Commissioner
- Disability Advocacy Network Australia Conference – Brisbane
- World Elder Abuse Awareness Day Conference – Adelaide
- Home Modifications Review Forum
- Commonwealth Home and Community Care Consultations
- NDIS Forums
- NT Community Transport Review Forum
- 3 Day Dementia training course with Alzheimer's (East Arnhem staff)
- Dementia Forum
- Commonwealth Aged Care Reforms Consultations

Lorraine Gibbs

Team Leader/Senior Advocate





Rights on Show 2013

With assistance from Arts NT, the 19th annual Rights on Show 2013 was held at The Chan Contemporary Artspace from 4 – 19 December 2013. The theme 'Quinoa: super food = super economy?' may have appeared esoteric, yet many participants embraced the theme, creating over 130 diverse and thoughtful artworks.

Alongside the exhibition of artwork by established and emerging artists, community and school groups across the NT, Rights on Show 2013 conducted a broad public engagement program, offering guided tours of the Show, information sessions and workshops for community groups, and children's activities events.

Students and children enjoyed participating in the DCLS Human Rights Education Kit activities and were given free RoS pens, stickers, magnets and information funded by a Law Society Public Purposes Trust grant.

Workshops – some combined with afternoon tea or dinner – were conducted to encourage participants to think about human rights in their lives and the world around them, and to inspire creation of artworks. Cooked quinoa samples were provided at some workshops. Guided tours of the Show were widely publicised and several were conducted.



Winners

Rights on Show Award	Alison Dowell
Human Rights Award	Robert Murray
Ian Tranthem Award	Karen Fletcher
Vikki Riley Award	Blaydin Group
Secondary School Award	Hope Lee Price
Primary School Award	Anula Primary School
People's Choice Award	Matthew Van Roden
People's Choice Award	Veronica Priestley
Judges Commendation	June Mills
Judges Commendation	David Nicholls
Judges Commendation	Denis Bezzant
Highly Commended	Alison Worsnop
Highly Commended	NIDC Group
Highly Commended	Frank Brewster

One wall of RoS 2013 was devoted to artwork by or about asylum seekers and with assistance from Serco we were able to present workshops at some of the immigration detention centres and a secure guided tour of the show for asylum seekers in detention was arranged.

A weaving workshop, reminiscent of fence weaving for peace at Greenham Common Women's Peace Camp (1981 – 2000), invited visitors to weave their mark using recycled material. Peace signs, sailors' knots and traditional weaving formed three fences, now housed at My Sisters Kitchen and Alzheimer's NT community gardens in Darwin. Her Honour, the Honourable Sally Thomas, AC, Administrator of the Northern Territory and Patron of Darwin Community Legal Service wove part of the fence during her personal tour of the show

About 200 people attended the opening night on 4th December 2013. Quinoa based snacks were on offer and a local band played. The Welcome to Country by June Mills included a moving song and the night was MCed by Kyle Walmsley and Sue Brownlee. Local ethical food advocate Emma Lupin delivered a stirring speech asking us to reflect on our food choices and how we might achieve sustainability without compromising health or quality.

*Rights on Show 2013 entry by Sam Louise Daniels,
titled: Families collecting bush food and bush medicine.*

**2013 Co-ordinator**

DCLS Outreach Worker Saskia Strange

2013 Hanging Curators

Saskia Strange

Louisa Cowie

2013 Steering Committee

Caitlin Perry

Sue Brownlee

Tarz MacDonald

Sarah Pirrie

Leanne Waterhouse

Gerald Grady

Saskia Strange

Frieda Evans

Judges

Chayni Henry

Don Whyte

Guest Judge

Paul Johnstone

Music

Jigsaw

Photography

Aiko Strange

Thank you to our 2013 Sponsors

Anti Discrimination Commission NT

Chief Minister Adam Giles

Darwin City Council

Don Whyte Framing

Gerry Wood MLA

Lynne Walker MLA

Northern Territory Government

NAAJA

NT Bar Association

Paul Johnstone Gallery

Red Hand Prints

William Forster Chambers

Guest Speaker

Emma Lupin,

Local and Ethical food advocate

Opening Night Master of Ceremonies

Kyle Walmsley, assisted by Sue Brownlee

Welcome to Country

June Mills

Poster and Invitations

Honeyface Graphic Design



Catalogue

Honeyface Graphic Design
Printed at Copytime Darwin

Catalogue Introduction

Ron Mitchell

Many school students toured RoS, including students from:

Millner Primary School
Anula Primary School
Kormilda College
Palmerston High School
Clontarf Academy
Casuarina Secondary College
Darwin High School

*Children from various schools participated
in children's activities conducted in the
exhibition space.*

*Rights on Show 2013 entry by Alison Worsnop,
titled: Women working the land.*

*Rights on Show 2013 entry by Tivendale School,
titled: Quinoa piñata.*

Thanks to all DCLS Staff and volunteers of great assistance. Especially:

Aiko Strange, Anti Discrimination Commission
NT staff, Callum King-Astill, Gerald Grady,
Leanne Waterhouse, Sarah Pirrie and
Sue Brownlee.

Special thanks to Chan Contemporary Art Space
staff and Northern Centre for Contemporary Art,
including Maurice O'Riordan, Gareth Jenkins,
Simon Cooper and Amina McConvell and
Min Wong.

Volunteer Co-Ordinator

The free legal advice sessions run by DCLS are well known in Darwin and suburbs. They provide a popular drop in service for anyone needing advice on a legal issue. Our willing volunteers are presented with many and varied requests for assistance and clients are either advised or referred on to more suitable organisations for their particular problem.

DCLS is very appreciative of the time given by our volunteers and the interest they take in our organisation. Many have been volunteering for years, while others are pleased to help while they are in town for work or study. The resulting turnover of people means we are always willing to welcome new volunteers.

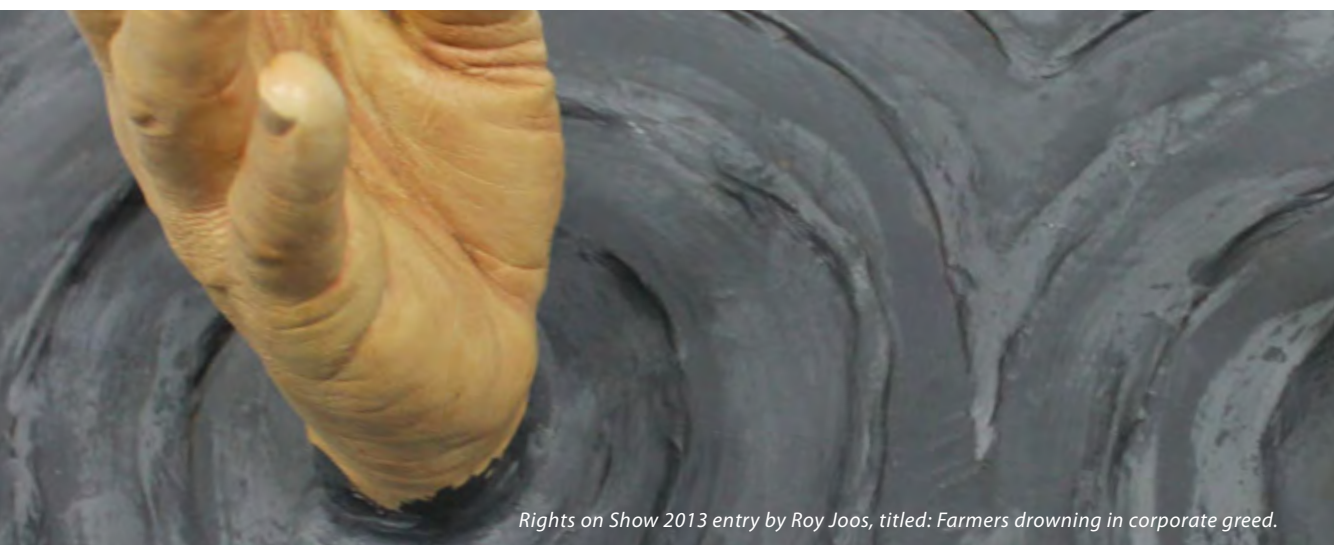
Induction evenings - almost monthly - are run to give new volunteers a training and insight into our work here at DCLS and particularly at the advice sessions. New inductees then attend a few of the legal advice sessions to get a first hand view of the proceedings.

Her Honour, the Honourable Sally Thomas AC, Administrator of the Northern Territory, is our Patron. Each year a function is hosted by our Patron to thank our volunteers. The function was held on 13 August 2013 on a lovely dry season evening and was enjoyed by all those present.

Personally I really enjoy being part of such a willing group who step forward to assist people with their skill and expertise and am confident that volunteers get a sense of satisfaction.

Maureen Wright

Volunteer Co-ordinator



Rights on Show 2013 entry by Roy Joos, titled: Farmers drowning in corporate greed.

DCLS Volunteers

Angela Nanson	Jacinta Fitzallen	Meadhbh Cacciaguidi-Fahy
Anthony Burridge	Jacinta Johnson	Melanie Warbrooke
Avril Vaughan	Jackie Whitehead	Nadya Berova
Bill Piper	James Tierney	Patricia Vivian
Carl O'Connor	Jared Clow	Peter Orr
David Desilva	Jennifer Scott	Riana Millett
Deborah Hewitt	Jessica Cox	Ron Hope
Dylan Walters	Jessica Wells	Ron Lawford
Earl Johnson	Juan Dominguez	Rosemary Jacob
Emma Farnell	Judith Davison	Sarah Morris
Francis Kondambu	Kali Watson	Sarah Morton
Gene Truan	Kerri Riordan	Sem Truan
Greg Macdonald	Kiera Dawson	Stephanie Trezise-Conroy
Harold Hollingsworth	Kirby Lawler	Tammy Wong
Ian Lindsay	Marguerite Bowen	Tom Mccrie
Imogen Taylor	Mark Johnson	Tony Young
Isabelle Maxwell-Williams		

Operating Hours

Darwin Community Legal Service is open Monday to Friday 9am – 5pm, closed on public holidays. DCLS closes between xmas and the new year.

After hours legal advice clinics are conducted as follows. Clinics are not conducted on public holidays, most long weekends and from late December until late January.

Palmerston Library	Monday	6:00pm - 7:00pm
DCLS Darwin Office	Thursday	5.30pm - 7:00pm
Casuarina Library	Saturday	10:00am - 11.45am

DCLS Staff Members 2013-2014

Caitlin Perry
Executive Director

Gary O'Sullivan
Principal Solicitor

Admin Team

Sue Brownlee
Administrator (until January 2013)

Lisa Lock
Administrator (from June 2014)

Dianna Burley
Systems Manager

Maureen Wright
Front desk / Volunteer Co-ordinator

Shaense Friel
Admin (Casual)

Grameni Alakiotis
Admin (Casual)

Callum King - Astill
Admin (Casual – Rights on Show)

Aged & Disability Advocacy Team

Lorraine Gibbs
Team Leader & Senior Advocate

Jennifer Peers
Disability Advocate (Nhulunbuy)

Steve DeFransz
Aged & Disability Advocate
(until July 2013)

Jodie DeBusch
Aged & Disability Advocate

Janet Brown
Aged & Disability Advocate

Combined Legal Services

Shelley Eder
Welfare Rights Solicitor

Tammy Wong
Community Solicitor
(until September 2013)

Vicki Toong
Community Solicitor
(from January 2014)

Mary Hawkins
Disability Discrimination Solicitor

Priscilla Lavery
Community & Homelessness Solicitor

Saskia Strange
Outreach Worker

Tenants' Advice Service

Abhishek Jain
Tenants' Advice Service Team Leader / Solicitor

Melanie Warbrooke
Tenancy Solicitor
(until November 2013)

Nikole Rabeling
Tenant Advocate & Admin Worker
(until July 2013)

Rachel McDonald
Tenant Advocate & Admin Worker
(until July 2013)

Evan Mansell
Tenancy Solicitor
(from January 2014)

Grameni Alakiotis
Tenant Advocate & Admin Worker
(from March 2014)

**Family Relationship Centre
Legal Advice Service**

Jo Sivyier

Solicitor

Marguerite Bowen

Solicitor

Kris Norrington, DS Family Law

Solicitor

Consultants

Debbie Wilson & Associates

Financial Controller and Accounts

Phil Blunt

IT Support and Maintenance

Bill Piper

Lawyer

DCLS Board of Directors 2013-2014

The Board of Directors has responsibility for the governance of Darwin Community Legal Service. It oversees the strategic direction of the organisation, monitors performance and accountability, maintains viability and ensures compliance with legal requirements and ethical standards.

Members are elected for two years. Members appointed to fill casual vacancies are appointed until the next AGM.

For the period of this report, the following people volunteered their time and skills fulfilling these responsibilities.

Colleen Atkinson

Chairperson and Public Officer
(until AGM 29 September 2013)

Stephanie Trezise-Conroy

Chairperson and Public Officer
(from AGM 2013)

Judith Dikstein

Secretary
(retired at AGM 2013)

Frieda Evans

Treasurer

Julie Davis

Member (appointed in January 2014)

Carmel Torney

Member

Paulette Goddard

Member

Rosemary Jacob

Member

Mark Johnson

Member

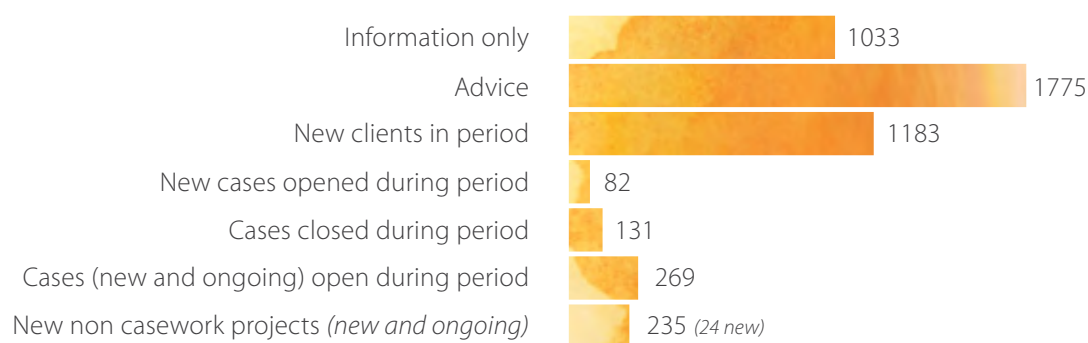
2013-2014 Statistics

In order to meet its reporting requirements DCLS collects statistics about its work on two separate databases.

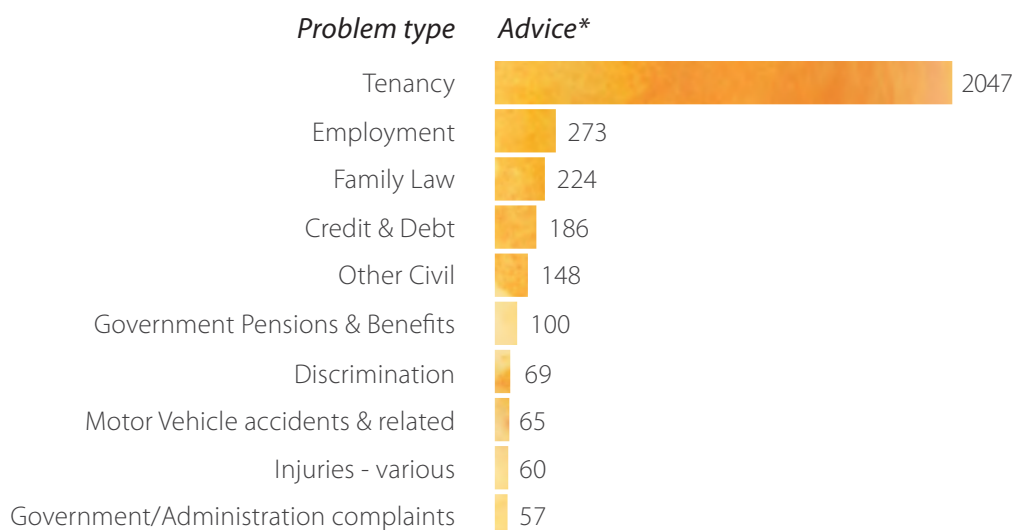
- Aged Care Advocacy and Disability Advocacy Service statistics are kept on a database designed and maintained by DCLS.
- All legal services statistics are kept on CLSIS, a database designed and maintained by the Commonwealth Attorney General's Department.

Legal Services 2013–2014

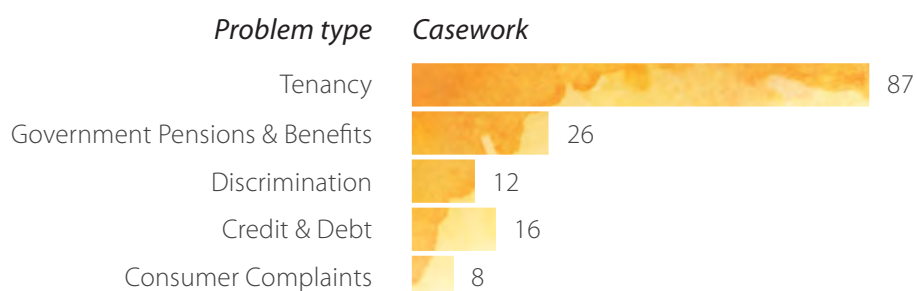
Summary of legal assistance provided in 2013/2014



Most common problem types – advice* (these figures refer to number of times we provided advice in relation to each problem type NOT the number of clients)



Most common problem types – casework undertaken (includes new cases and cases already open)



Advice provided by volunteer solicitors at after hours advice clinics



Aged Care and Disability Rights 2013–2014



Funding in 2013-2014

DCLS Inc receives funding from the Australian Government and the Northern Territory Government, as well as donations, grants and sponsorships from a range of sources.

The Commonwealth Attorney-General's Department's Community Legal Services Program funds our General Legal Service, Community and Homelessness Services, Welfare Rights Service, Disability Discrimination Service and Family Relationships Centre Legal Advice Service.

The Aged and Disability Advocacy Service is funded by:

- Commonwealth Department of Social Services' National Disability Advocacy Program
- Commonwealth Department of Social Services' National Aged Care Advocacy Program
- NT Department of Health

Funding for the Tenants' Advice Service is managed by the NT Department of Attorney-General and Justice.

As per Section 388 of the Legal Profession Act 2006, DCLS received an allocation of funds from the Legal Practitioner Fidelity Fund. These funds contribute towards general operational and staffing costs.

DCLS received a small grant from the National Association of Community Centres to assist a delegation of DCLS staff attend the Community Centres Conference in Cairns in September 2013.

DCLS successfully applied for a Law Society Public Purposes Trust grant to prepare a Human Rights Education Kit for school aged children. The kit included materials and resources designed to initiate discussion about and understanding of human rights. DCLS gratefully acknowledges the Law Society Public Purposes Trust.

DCLS successfully acquitted a Community Benefit Trust grant received late in the previous year. The grant was to update and reprint our volunteer resource manual. DCLS gratefully acknowledges the Community Benefit Trust.

We received a significant grant from NT Arts to stage Rights on Show at the Chan Contemporary Art Space.

Rights on Show 2013 also received sponsorship and donations from a range of local services and suppliers, without which our human rights themed art show would not be possible. A full list of sponsors is included in the Rights on Show 2013 report.

Thanks to all our funders and sponsors.

Audited Financial Statements for 2013/2014 are included in this Report.

2014-2017

DARWIN COMMUNITY LEGAL SERVICE INC. STRATEGIC PLAN

► OUR VISION

A community in which members enjoy and are entitled to legal and social justice.

► OUR PURPOSE

To assist people who are disadvantaged or marginalised to access justice.

GOALS STRATEGIES

Provide high quality legal and related services	Provide legal assistance (referrals, information, advice and casework) that is: <ul style="list-style-type: none">• Appropriate• Accessible• Responsive
Identify obstacles to justice and options for reform	<ul style="list-style-type: none">• Lobby• Respond to policy development• Initiate policy change and law reform• Identify issues from clients and community• Propose law reform
Promote understanding of legal rights and how to assert them	<ul style="list-style-type: none">• Design and deliver appropriate Community Legal Education• Disseminate CLE materials widely• Ensure CLE is responsive to client/community needs and issues
Partner with people, organisations and community	<ul style="list-style-type: none">• Initiate partnerships to meet individual and community needs• Collaborate locally and nationally• Network for economies of scale• Exchange knowledge
Resource an effective, sustainable and supportive organisation	<ul style="list-style-type: none">• Seek independent income• Explore accommodation options• Build policy capacity• Recruit and retain accountable, supported and satisfied staff• Meet national Community Legal Centre accreditation standards

Audited Financial Statements

For the year ended 30 June 2014

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Prepared by

TDH Chartered Accountants
GPO Box 4587, Darwin NT 0801

Phone: 088941 1460 Fax: 08 8941 1450
Email: admin@tdhnt.com.au

Darwin Community Legal Service Inc.

Board's Report

30 June 2014

The Board presents its report on Darwin Community Legal Service Incorporated for the financial year ended 30 June 2014.

1. General information

Board members

The names of Board members throughout the year and at the date of this report are:

Colleen Atkinson - Chairperson/Public Officer	Term expired September 2013
Frieda Evens - Treasurer/Public Officer	Member for full year
Rosemary Jacob	Member for full year
Paulette Goddard	Member for full year
Judith Dickstein	Resigned December 2013
Mark Johnson	Member for full year
Stephanie Tresize-Conroy - Chairperson	Appointed September 2013
Carmel Torney	Appointed September 2013
Julie Davis	Appointed March 2014

Principal activities

The principal activities of the Association during the financial year were to provide free legal and advocacy services to disadvantaged and marginalised people in and around the top end of the Northern Territory.

Significant changes

No significant change in the nature of these activities occurred during the year.

2. Operating results and review of operations for the year

Operating result


The profit/ (loss) of the Association for the financial year amounted to \$ 12,465(2013: \$ (32,290)).

Signed in accordance with a resolution of the Members of the Committee:

Board member:

Board member:


Stephanie Tresize-Conroy - Chairperson


Frieda Evens - Treasurer/Public Officer

Dated this 29/9/ day of 2014

Darwin Community Legal Service Inc.

Statement of Profit and Loss

For the Year Ended 30 June 2014

	2014	2013
	\$	\$
Revenue	1,597,314	1,567,531
Other income	6,881	1,579
Employee benefits expense	(1,188,657)	(1,253,846)
Consulting and professional fees	(48,022)	(46,972)
Advertising	(26,520)	(11,980)
Rent	(112,199)	(107,603)
Conferences	(20,228)	(4,075)
Motor vehicle expenses	(22,333)	(24,759)
Other expenses	(173,771)	(152,165)
Profit (loss) for the year	12,465	(32,290)

The accompanying notes form part of these financial statements.

Darwin Community Legal Service Inc.

Statement of Financial Position

30 June 2014

	NOTE	2014 \$	2013 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	943,033	775,914
Trade and other receivables	3	15,200	26,839
Other assets	4	30,316	26,096
TOTAL CURRENT ASSETS		988,549	828,849
NON-CURRENT ASSETS			
TOTAL ASSETS		988,549	828,849
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	5	104,452	108,742
Employee entitlements	8	104,624	81,319
Other liabilities	7	196,774	96,866
TOTAL CURRENT LIABILITIES		405,850	286,927
NON-CURRENT LIABILITIES			
Employee entitlements	8	136,977	122,720
Long-term provisions	6	176,943	162,888
TOTAL NON-CURRENT LIABILITIES		313,920	285,608
TOTAL LIABILITIES		719,770	572,535
NET ASSETS		268,779	256,314
EQUITY			
Retained earnings		268,779	256,314
TOTAL EQUITY		268,779	256,314

The accompanying notes form part of these financial statements.

Darwin Community Legal Service Inc.

Statement of Cash Flows

For the Year Ended 30 June 2014

	NOTE	2014 \$	2013 \$
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts from customers		16,005	(13,884)
Payments to suppliers and employees		(1,551,722)	(1,534,008)
Interest received		22,448	25,823
Receipt from grants		1,617,010	1,557,612
Other receipts		63,378	11,854
Net cash provided by (used in) operating activities	9	167,119	47,397
CASH FLOWS FROM INVESTING ACTIVITIES:			
CASH FLOWS FROM FINANCING ACTIVITIES:			
Net increase (decrease) in cash and cash equivalents held		167,119	47,397
Cash and cash equivalents at beginning of year		775,914	728,517
Cash and cash equivalents at end of financial year	2	943,033	775,914

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Year Ended 30 June 2014

1 Summary of Significant Accounting Policies

(a) Basis of Preparation

This financial report is a special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Act (NT) 2003. The Board has determined that the not-for-profit Association is not a reporting entity.

The financial report has been prepared on an accrual basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

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

(b) Property, Plant and Equipment

Property, plant and equipment is carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the Association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

Motor vehicles

Where a new or replacement motor vehicle is acquired, the GST exclusive acquisition cost of the vehicle will be disclosed as an expense in that financial year.

(c) Cash and cash equivalents

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

(d) Employee entitlements

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

(e) Provisions

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

Notes to the Financial Statements

For the Year Ended 30 June 2014

1 Summary of Significant Accounting Policies continued

(f) Trade and other payables

Trade creditors and other payables, including bank borrowings and distributor payable, are recognised at the nominal transaction value without taking into account the time value of money.

(g) Income Tax

The Association is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

(h) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the entity and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

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

Grant revenue

Grant revenue is recognised in the statement of profit or loss when the entity obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably. Unspent grants are transferred to an appropriate liability account.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

(i) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. 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 statement of financial position are shown inclusive of GST.

Darwin Community Legal Service Inc.

Notes to the Financial Statements

For the Year Ended 30 June 2014

1 Summary of Significant Accounting Policies continued

(j) Going concern

Darwin Community Legal Service Incorporated is dependent on the various Northern Territory and federal government departments for the majority of its revenue used to operate the business. At the date of this report the board members have no reason to believe the various Northern Territory and federal government departments will not continue to support Darwin Community Legal Service Incorporated.

Darwin Community Legal Service Inc.

Notes to the Financial Statements

For the Year Ended 30 June 2014

	2014	2013
	\$	\$
2 Cash and cash equivalents		
Cash on hand	154	300
Cash at bank	942,879	775,614
	<u>943,033</u>	<u>775,914</u>
3 Trade and other receivables		
CURRENT		
Trade receivables	260	15,831
Deposits	500	500
GST receivables	14,440	10,508
	<u>15,200</u>	<u>26,839</u>
4 Other assets		
CURRENT		
Prepayments	28,341	24,370
Accrued income	1,975	1,726
	<u>30,316</u>	<u>26,096</u>
5 Trade and other payables		
CURRENT		
Trade payables	30,200	28,746
Deposits	1,597	1,051
GST payable	21,848	28,996
Accrued expense	29,269	22,039
Superannuation payable	7,642	8,690
PAYGW payable	13,896	19,219
	<u>104,452</u>	<u>108,741</u>

Darwin Community Legal Service Inc.

Notes to the Financial Statements

For the Year Ended 30 June 2014

	2014 \$	2013 \$
6 Provisions		
NON-CURRENT		
Provision for capital assets	75,869	77,460
Management services	<u>101,074</u>	<u>85,428</u>
	<u>176,943</u>	<u>162,888</u>
7 Other liabilities		
CURRENT		
Unexpended grants - other	45,233	24,554
Unexpended grants - Attorney General's Department	<u>151,541</u>	<u>72,312</u>
	<u>196,774</u>	<u>96,866</u>
8 Employee Entitlements		
CURRENT		
Annual leave provision	<u>104,624</u>	<u>81,319</u>
	<u>104,624</u>	<u>81,319</u>
NON-CURRENT		
Long service leave	17,105	23,450
Provision for redundancy	<u>119,872</u>	<u>99,270</u>
	<u>136,977</u>	<u>122,720</u>

Darwin Community Legal Service Inc.

Notes to the Financial Statements

For the Year Ended 30 June 2014

9	Cash Flow Information	NOTE	2014	2013
			\$	\$
(a)	Reconciliation of cash			
	Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:			
	Cash and cash equivalents	2	943,033	775,914
(b)	Reconciliation of result for the year to cashflows from operating activities			
	Reconciliation of net income to net cash provided by operating activities:			
			2014	2013
			\$	\$
	Profit for the year		12,465	(32,290)
	Cash flows excluded from profit attributable to operating activities			
	Non-cash flows in profit:			
	Changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries:			
	- (increase)/decrease in trade and other receivables		11,638	(11,323)
	- (increase)/decrease in prepayments		(4,220)	(1,476)
	- increase/(decrease) in trade and other payables		109,674	44,076
	- increase/(decrease) in employee benefits		37,562	48,410
	Cashflow from operations		167,119	47,397

Darwin Community Legal Service Inc.

Board's Declaration

In our opinion:

1. the accompanying financial report as set out on pages 2 to 10, being a special purpose financial statement, is drawn up so as to present fairly the state of affairs of the Association as at 30 June 2014 and the results of the Association for the year ended on that date;
2. the accounts of the Association have been properly prepared and are in accordance with the books of account of the Association.
3. there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

This statement is signed for and on behalf of the board by:

Board member.....
Stephanie Tresize-Conroy - Chairperson

Board member
Frieda Evens - Treasurer/Public Officer

Dated this 29/9 day of 2014

Darwin Community Legal Service Inc.

Independent Audit Report to the members

Report on Financial Report

We have audited the accompanying financial report being a special purpose financial report, of Darwin Community Legal Service Incorporated, which comprises the statement of financial position as at 30 June 2014, the statement of profit or loss and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the board's declaration statement.

Board's Responsibility for the Financial Report

The board of Darwin Community Legal Service Incorporated is responsible for the preparation 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 Act of the Northern Territory 2003 and is appropriate to meet the needs of the members. The officers' responsibility also includes such internal control as the officers 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 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 about 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 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 management, 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 qualified audit opinion.

Basis for Qualified Opinion

Non-grant income

It is not practical for the Association to establish accounting controls over all sources of non-grant income prior to its receipt and accordingly it is not possible for our examination to include audit procedures to extend beyond the amount recorded in the accounting records of the Association.

Darwin Community Legal Service Inc.

Independent Audit Report to the members

Report on Financial Report

Basis of accounting

Two of the five funding agreements governing the use and reporting of the majority of the Association's income require the preparation of financial statements in accordance with all Australian Accounting Standards, which the Association has elected not to comply with. The possible financial impact, if any, of this non-compliance has not been reflected in these financial statements. The total amount disclosed as income for the year ended 30 June 2014 relating to these two funding agreements is \$831,857, a further \$151,541 has been disclosed as an unexpended grant liability as at 30 June 2014.

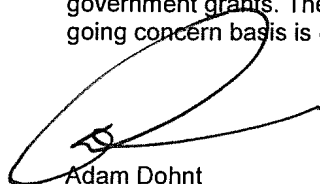
Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial report presents fairly, in all material respects, the financial position of Darwin Community Legal Service Incorporated as at 30 June 2014, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and Associations Act of the Northern Territory 2003.

Basis of Accounting

Without modifying our opinion, we draw attention to Note 1 to the financial report which describes the basis of accounting. The financial report is prepared to assist Darwin Community Legal Service Incorporated to comply with the financial reporting provisions of Associations Act of the Northern Territory 2003. As a result, the financial report may not be suitable for another purpose.

As disclosed in Note 1, the income received by the Association is predominantly sourced from government grants. The appropriateness of preparing the Association's financial statements on a going concern basis is dependant upon this continued support.



Adam Dohnt

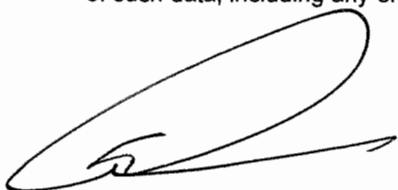
Director

Dated: 07 October 2014

Darwin Community Legal Service Incorporated
For the Year Ended 30 June 2014

Disclaimer

The additional financial data presented on pages 14 - 16 is in accordance with the books and records of the Association which have been subjected to the auditing procedures applied in our statutory audit of the Association for the year ended 30 June 2014. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Darwin Community Legal Service Incorporated) in respect of such data, including any errors of omissions therein however caused.



Adam Dohnt

Director

Dated: 07 October 2014

Darwin Community Legal Service Inc.

Income and Expenditure Statement

For the Year Ended 30 June 2014

	2014	2013
	\$	\$
Income		
Sale of goods	766	1,945
Interest income	22,697	25,239
Rental income	53,920	43,934
Member subscriptions	68	118
Legal Practitioners Fidelity Fund	28,571	28,571
Donations	2,760	2,160
Recoveries	1,100	209
Commonwealth grants (including CLSP)	608,873	586,812
Aged and Disability Rights Advocacy	584,166	566,138
Other grants	295,492	312,614
Other income	5,530	106
Total income	1,603,943	1,567,846
Less: Expenses		
Accounting fees	13,770	13,400
Archiving costs	4,852	2,840
Auditors remuneration	6,500	6,000
Bad debts	332	-
Bank charges	923	831
Cleaning	9,143	8,860
Computer expenses	1,699	4,204
Electricity and water	448	1,746
Equipment < \$5,000	7,869	3,428
Freight and cartage	158	41
Insurance	15,316	13,550
Lease rentals	-	2,260
Leave pay	37,562	48,409
Meeting expenses	12,754	9,948
Memberships	10,627	9,277
Postage	1,492	1,948
Practice certificates	4,966	2,253
Printing and stationery	6,679	6,304
Rights on Show expenses	18,561	8,175
Repairs and maintenance	12,168	12,780
Salaries	1,043,221	1,097,387
Staff training and development	13,118	11,710
Subscriptions	2,405	2,262
Sundry expenses	2,813	3,645
Superannuation contributions	94,756	96,339
Telephone	19,111	16,865
Travel	21,183	21,548
Consulting and professional fees	48,022	46,972

Darwin Community Legal Service Inc.

Income and Expenditure Statement

For the Year Ended 30 June 2014

	2014	2013
	\$	\$
Advertising	26,520	11,980
Rent	112,199	107,603
Conferences	20,228	4,075
Motor vehicle expenses	22,333	24,759
Total Expenses	1,591,728	1,601,399
	12,215	(33,553)
Other items:		
Gain on disposal of assets	250	1,263
Profit / (loss)	12,465	(32,290)

Job Reports

For the year ended 30 June 2014

A large, white, stylized number '2014' is positioned at the bottom right of the page. It is overlaid on a background image of a sunset or sunrise with orange and yellow clouds. The number is partially cut off by the right edge of the page.

Auditor's Certification

Name of Organisation: Darwin Community Legal Service Incorporated

Financial Year Period: 01 / 07 / 2013 to 30 / 06 / 2014

I hereby certify that:

- (a) I am not a principal, member, shareholder, officer, employee or accountant of the Organisation or of a related body corporate as defined in section 9 of the Corporations Act 2001;
- (b) In my opinion, the attached financial statements which comprise a Statement of Financial Position, a Statement of Financial Performance, a Statement of Cash Flows, and Notes to the Financial Statements of the above-mentioned Organisation ('Darwin Community Legal Service Incorporated') for the stated Financial Year Period are:
 - i. based on proper accounts and present true and fair view of the Organisation's financial position and financial performance. However, are not prepared in accordance with all applicable Accounting Standards and other mandatory professional reporting requirements in Australia, and
 - ii. not prepared in accordance with the terms and conditions of the Agreement (Commonwealth of Australia and Darwin Community Legal Service Incorporated 2010-2014) as the agreement requires the preparation of general purpose financial statements. A copy of the Agreement which has been made available to me, in relation to the provision of community legal services.
- (c) The Statement of Financial Performance is provided in respect of Funds for all Funding Categories.

This is a qualified audit report.

Unless written under separate cover, I hereby further certify that, in my opinion, there is no conflict of interest between myself and the Organisation or its Management Committee.

AUDITOR DETAILS

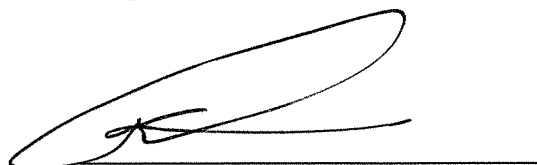
Full Name: Adam Dohnt

Name of Company (if applicable): TDH Chartered Accountants

ACN or ABN Number: 19 087 176 565

Registered Auditor: ☒ Yes ☐ No *If Yes:* **Registration No.: 274 835**

Signature:



Date: 7 / 10 / 2014

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: Generalist Legal Service

	2013/2014	2012/2013
CLSP INCOME		
Surplus/Deficit from previous years:		
Surplus GLS reportable programs	\$75,740	\$18,706
Commonwealth	\$479,705	\$357,477
State		
Service Generated Income:		
Interest/Other Service Generated Income	\$1,966	\$4,088
Total CLSP Income	\$481,671	\$361,565
Approved Capital Expenditure:		
CLSP General Purpose Income	\$557,411	\$380,271
CLSP EXPENSES		
Salaries	\$302,060	\$225,324
Superannuation	\$26,053	\$18,521
On Costs	\$0	\$1,195
Rent	\$19,279	\$18,945
Repairs & Maintenance	\$0	\$11
Other Premises Costs	\$2,348	\$2,203
Staff Training	\$8,277	\$2,581
Staff Recruitment	\$2,267	\$0
Communications	\$5,473	\$3,921
Office Overheads	\$2,920	\$2,640
Insurance	\$2,612	\$1,938
Finance, Audit & Accounting Fees	\$12,187	\$8,888
Library, Resources & Subscriptions	\$4,122	\$3,503
Travel	\$4,755	\$2,578
Programming and Planning	\$5,365	\$3,571
Client Disbursements	\$135	\$40
Leases	\$0	\$523
Minor Equipment	\$1,130	\$526
Depreciation	\$6,887	\$7,623
Other		
Salary and Related Expenses	\$328,113	\$245,040
Total Operating Expenses	\$77,757	\$59,491
Total CLSP Expenses	\$405,870	\$304,531
Surplus/Deficit for Current Year	\$75,801	\$57,034
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$151,541	\$75,740
OTHER INCOME		
Total Funds Received from Other Bodies	\$717,126	\$657,747
Total Funds Received from Other Bodies for non-CLSP/CLSI Activities	\$311,317	\$260,000

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: Disability Discrimination Act Services

	2013/2014	2012/2013
CLSP INCOME		
Surplus/Deficit from Previous Years	-\$34,334	\$2,964
Commonwealth	\$86,265	\$86,288
State		
Service Generated Income:		
Interest/Other Service Generated Income	\$337	\$982
Total CLSP Income	\$86,602	\$87,270
Approved Capital Expenditure:	\$0	\$0
CLSP General Purpose Income	\$52,268	\$90,234
CLSP EXPENSES		
Salaries	\$35,504	\$100,600
Superannuation	\$2,986	\$8,371
On Costs	\$0	\$283
Rent	\$3,460	\$4,480
Repairs & Maintenance	\$0	\$2
Other Premises Costs	\$175	\$521
Staff Training	\$3,149	\$1,215
Staff Recruitment	\$139	\$0
Communications	\$408	\$927
Office Overheads	\$231	\$620
Insurance	\$194	\$458
Finance, Audit & Accounting Fees	\$907	\$2,102
Library, Resources & Subscriptions	\$2,061	\$650
Travel	\$966	\$969
Programming and Planning	\$657	\$1,334
Client Disbursements	\$0	\$0
Leases	\$0	\$124
Minor Equipment	\$199	\$80
Depreciation	\$1,232	\$1,832
Other	\$0	\$0
Salary and Related Expenses	\$38,490	\$109,254
Total Operating Expenses	\$13,778	\$15,314
Total CLSP Expenses	\$52,268	\$124,568
Surplus/Deficit for Current Year	\$34,334	-\$37,298
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$0	-\$34,334

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: Welfare Rights Services

	2013/2014	2012/2013
CLSP INCOME		
Surplus/Deficit from Previous Years	\$28,595	\$2,196
Commonwealth	\$63,931	\$133,948
State		
Service Generated Income:		
Interest/Other Service Generated Income	\$523	\$727
Total CLSP Income	\$64,454	\$134,675
Approved Capital Expenditure:	\$0	\$0
CLSP General Purpose Income	\$93,049	\$136,871
CLSP EXPENSES		
Salaries	\$66,518	\$86,667
Superannuation	\$5,553	\$7,092
On Costs	\$0	\$209
Rent	\$5,590	\$3,320
R & M Premises	\$0	\$2
Other Premises Costs	\$620	\$386
Staff Training	\$2,120	\$746
Staff Recruitment	\$492	\$0
Communications	\$1,445	\$687
Office Overheads	\$771	\$486
Insurance	\$690	\$340
Finance, Audit & Accounting Fees	\$3,217	\$1,558
Library, Resources & Subscriptions	\$1,319	\$2,960
Travel	\$1,042	\$923
Programming and Planning	\$1,379	\$1,390
Client Disbursements	\$0	\$0
Leases	\$0	\$92
Minor Equipment	\$298	\$60
Depreciation	\$1,995	\$1,358
Other	\$0	\$0
Salary and Related Expenses	\$72,071	\$93,968
Total Operating Expenses	\$20,978	\$14,308
Total CLSP Expenses	\$93,049	\$108,276
Surplus/Deficit for Current Year	-\$28,595	\$26,399
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$0	\$28,595

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: Family Relationships Centre

	2013/2014	2012/2013
CLSP INCOME		
Surplus/Deficit from Previous Years	\$2,312	\$0
Commonwealth	\$58,201	\$57,340
State		
Service Generated Income:		
Interest/Other Service Generated Income	\$376	\$529
Total CLSP Income	\$58,577	\$57,869
Approved Capital Expenditure:	\$0	\$0
CLSP General Purpose Income	\$60,889	\$57,869
CLSP EXPENSES		
Salaries	\$48,271	\$44,510
Superannuation	\$1,682	\$1,168
On Costs	\$0	\$244
Rent	\$2,506	\$3,863
R & M Premises	\$0	\$2
Other Premises Costs	\$392	\$449
Staff Training	\$747	\$316
Staff Recruitment	\$312	\$0
Communications	\$914	\$800
Office Overheads	\$488	\$541
Insurance	\$436	\$395
Finance, Audit & Accounting Fees	\$2,035	\$1,812
Library, Resources & Subscriptions	\$586	\$542
Travel	\$627	\$453
Programming and Planning	\$808	\$190
Client Disbursements	\$0	\$0
Leases	\$0	\$107
Minor Equipment	\$189	\$69
Depreciation	\$896	\$96
Other	\$0	\$0
Salary and Related Expenses	\$49,953	\$45,922
Total Operating Expenses	\$10,936	\$9,635
Total CLSP Expenses	\$60,889	\$55,557
Surplus/Deficit for Current Year	-\$2,312	\$2,312
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$0	\$2,312

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: NT Department of Health Funding Aquittal

	2013/2014
Income	
Interest Earned	\$671
ADRT/NT DHF Disability Grant	\$81,179
Total Income	\$81,850
Expense	
Wages & Salaries	\$38,005
Contractors/Consultants	\$0
Tfr to Prov for Redundancy	\$1,686
Annual Leave/Tfr to Provisions	\$858
Long Serv Lv/Tfr to Provisions	\$365
Superannuation	\$3,462
Rent - Ground Floor	\$5,562
Org Management Services Exp	\$25,002
Staff Training & Development	\$554
Conferences (Incl Travel & Ac)	\$656
Stationery/Consumable/P'Copier	\$41
Memberships	\$90
Travel/Service Delivery	\$1,158
Accommodation/Service Delivery	\$475
Motor Vehicle running expenses	\$11
Prog Advert/Marketing/Publicat	\$444
Program Planning	\$1,041
Service Del Resource Product	\$4
Minor Equipment	\$257
Software	\$359
MV Replacement/Tfr to Prov'n	\$1,820
Total Expense	\$81,850
Net Profit (Loss)	\$0

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: DSS – NACAP Funding Acquittal

	2013/2014
Income	
Interest Earned	\$1,597
ADRT/FaHCSIA Disab Serv Grant	
ADRT/DoHA/Aged Care Grant	\$193,110
Total Income	\$194,707
Expense	
Wages & Salaries	\$90,406
Contractors/Consultants	\$0
Tfr to Prov for Redundancy	\$4,011
Annual Leave/Tfr to Provisions	\$2,042
Long Serv Lv/Tfr to Provisions	\$868
Superannuation	\$8,235
Rent - Ground Floor	\$13,230
Org Management Services Exp	\$59,474
Staff Training & Development	\$1,318
Conferences (Incl Travel & Ac)	\$1,560
Stationery/Consumable/P'Copier	\$99
Memberships	\$213
Travel/Service Delivery	\$2,755
Accommodation/Service Delivery	\$1,131
Motor Vehicle running expenses	\$26
Prog Advert/Marketing/Publicat	\$1,057
Program Planning	\$2,477
Service Del Resource Product	\$9
Minor Equipment	\$611
Software	\$854
MV Replacement/Tfr to Prov'n	\$4,331
Total Expense	\$194,707
Net Profit (Loss)	\$0

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: DSS – HACC Funding Acquittal

2013/2014

Income

Interest Earned	\$246
ADRT/DoHA/HACC Grant	\$29,785
Total Income	\$30,031

Expense

Wages & Salaries	\$13,944
Contractors/Consultants	\$0
Tfr to Prov for Redundancy	\$619
Annual Leave/Tfr to Provisions	\$315
Long Serv Lv/Tfr to Provisions	\$134
Superannuation	\$1,270
Rent - Ground Floor	\$2,041
Org Management Services Exp	\$9,173
Staff Training & Development	\$203
Conferences (Incl Travel & Ac)	\$241
Stationery/Consumable/P'Copier	\$15
Memberships	\$33
Travel/Service Delivery	\$425
Accommodation/Service Delivery	\$174
Motor Vehicle Running Expenses	\$4
Prog Advert/Marketing/Publicat	\$163
Program Planning	\$382
Service Del Resource Product	\$0
Minor Equipment	\$95
Software	\$132
MV Replacement/Tfr to Prov'n	\$668
Total Expense	\$30,031

Net Profit (Loss)	\$0
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Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: DSS – NDAP Funding Acquittal

2013/2014

Income

Interest Earned	\$1,227
ADRT/FaHCSIA Disab Serv Grant	\$148,387
ADRT/FaHCSIA Exp Recovery	\$0
ADT/FaHCSIA East Arnhem Grant	\$161,489
Insurance Claim refunds	\$14,116
Total Income	\$325,219

Expense

Wages & Salaries	\$144,008
Contractors/Consultants	\$0
Tfr to Prov for Redundancy	\$3,082
Annual Leave/Tfr to Provisions	\$6,666
Long Serv Lv/Tfr to Provisions	\$667
Superannuation	\$13,157
Rent - Gove Office	\$26,444
Rent-Ground Floor	\$10,166
R & M Premises	\$0
Cleaning Supplies/Gardening	\$1,200
Org Management Services Exp	\$98,247
Staff Training & Development	\$2,042
Conferences (Incl Travel & Ac)	\$2,547
Stationery/Consumable/P'Copier	\$167
Courier Service/Freight	\$0
Postage	\$42
Memberships	\$164
Travel/Service Delivery	\$6,065
Accommodation/Service Delivery	\$869
Motor Vehicle Running Expenses	\$2,210
Functions/AGM Policy Days	\$0
Prog Advert/Marketing/Publicat	\$812
Program Planning	\$1,903
Service Del Resource Product	\$7
Minor Equipment <\$5000	\$770
Software	\$656
MV Replacement/Tfr to Prov'n	\$3,329

Total Expense

\$325,219

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: Tenants Advice Service Grant

	2013/2014
Income	
Tenants Advice Service Grant	\$311,317
Interest Earned	\$4,526
Total Income	\$315,843
Expense	
Wages & Salaries	\$162,607
Tfr to Prov for Redundancy	-\$3,914
Annual Leave/Tfr to Provisions	-\$5,423
Superannuation	\$14,696
TAS Rent - 1st Floor	\$20,892
Electricity/Water/Sewerage	\$36
Org Management Services Exp	\$96,508
Staff Training & Development	\$1,271
Conferences (Incl Travel & Ac)	\$4,349
Staff Recruitment & Advertising	\$880
Stationery/Consumable/P'Copier	\$28
Memberships	\$250
Subscriptions	\$57
Practicing Certificates	\$1,919
Travel/Service Delivery	\$2,634
Accommodation/Service Delivery	\$265
Interpreters	\$800
Prog Advert/Marketing/Publicat	\$683
Service Del Resource Product	\$30
Total Expense	\$298,568
Net Profit (Loss)	\$17,274

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: Law Handbook

	2013/2014
Income	
Law Hand Book Sales	\$766
Law H'Book Surplus Tfr <FYR	\$21,163
Law H'Book Surplus Tfr >FYR	-\$21,934
Other Costs Recovered	\$5
Total Income	\$0
Expense	
Total Expense	\$0
Net Profit (Loss)	\$0

Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: Public Purposes Trust – Education Kits

	2013/2014
Income	
Minor Grants	\$5,502
Total Income	\$5,502
Expense	
Prog Advert/Marketing/Publicat	\$1,000
Promotional Products	\$2,251
Total Expense	\$3,251
Net Profit (Loss)	\$2,251



Darwin Community Legal Service Inc.

Income and Expenditure Report

Reporting Period: July 2013 to June 2014

PROGRAM: NT Government: Human Rights Art Show Grant

	2013/2014
Income	
Human Rights Art Show Grant	\$20,000
Total Income	\$20,000
Expense	
Stationery/Consumable/P'Copier	\$149
Courier Service/Freight	\$158
Rights on Show Operational Exp	\$15,725
Promotional Products	\$193
Total Expense	\$16,226
Net Profit (Loss)	\$3,774





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