



2011 / 2012

annual report

DARWIN COMMUNITY LEGAL SERVICE



DARWIN COMMUNITY LEGAL SERVICES ANNUAL REPORT

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CHAIRPERSON'S REPORT

Darwin Community Legal Service (DCLS) was busy as usual in the 2011-12 financial year. Members of the Management Committee continued to adopt the recommendations of John Mero's review of the structure and accountability of the organisation. A major stage of this was the development and adoption of a new Constitution. Thanks to Ward Keller, and especially Emma Farnell, for pro bono assistance with the Constitutional revision.

The new Constitution was approved at a Special General Meeting of members held in October 2011. It established a Board of Directors with 2-year terms including a position of Secretary. The 2011 Annual General Meeting was conducted on the basis of the new Constitution, with staggered implementation of the elected terms for Board members. Other changes arising from the Mero review included the establishment of a new management structure with some new positions and accountability structures aligned. Job Descriptions for all DCLS positions were reviewed, and regular meetings of the management team are conducted.

Following an inclusive planning process involving staff and Board members, a 2011-2014 Strategic Plan was developed. This overarching strategic vision enables business and work plans to be aligned and makes staff and management reporting to the Board more meaningful and streamlined. At the same time, a revised Enterprise Bargaining Agreement was negotiated between staff and Board representatives. Once ratified by Fair Work Australia, salary increases will flow to our all-important staff. The new Agreement also paves the way for incorporation of the community services sector Equal Pay case and pay increases under the modern Social, Community, Home Care and Disability Services Award (SCHCADS). DCLS has also been undertaking extensive processes to work towards accreditation under the National Association of Community Legal Centres scheme and the Aged and Disability Sector scheme. These involve development and adoption of an extensive suite of policies and procedures in order to ensure DCLS services are of a consistently high standard.

The support of our Patrons throughout the year has been greatly valued and appreciated. Our joint Patrons, Tom and Tessa Pauling, hosted a function to thank our wonderful volunteers shortly before the end of His Honour's term as Administrator. Her Honour the Honourable Sally Thomas AM, Administrator of the Northern Territory, accepted our invitation to become our new DCLS Patron and invited the Executive Director Caitlin Perry and I to meet with her shortly after commencing her term. We look forward to a mutually satisfying relationship with Her Honour. DCLS was able to stage another successful and popular Human Rights Art Award competition, Rights on Show in December 2011.

I take this opportunity to thank all the wonderful volunteers who provide free legal advice clinics throughout the year, our hard working honorary Board members, the dedicated and energetic staff of this wonderful service, and especially its leader Caitlin Perry. I am grateful to all for contributing in their own way to making DCLS the pre-eminent community legal service in the NT, if not the country.

Colleen Atkinson
Chairperson

EXECUTIVE DIRECTOR REPORT

2011/12 was another big year for DCLS. Armed with a new strategic plan, we both initiated and participated in a broad range of advocacy and related activities.

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

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

We worked with other agencies – legal, community and government – to provide assistance and to inform policy development. We worked with disadvantaged communities including public housing tenants, people living in the long grass, vulnerable older people, people with disabilities, prisoners, asylum seekers and newly arrived refugees.

DCLS participated in networks and forums that bring together people and organisations from across the NT and Australia. The establishment NT Legal Assistance Forum is a welcome development – NTLAF will provide a forum for all legal assistance providers in the NT to meet on a regular basis.

As Executive Director I represent DCLS at a number of events and organisations as well as in the media. I represent DCLS on various committees including NT Council of Social Services, Law Society NT’s Social Justice Committee and the National Pro Bono Resource Centre.

We welcomed new staff – some from afield, some local recruits – and farewellled others. One happy ex-worker expressed her experience with a piece of guerilla knitting in the DCLS colours. Our in-house training program continued with a mix of internal and external presenters.

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

GENERAL LEGAL SERVICE

Introduction

The General Legal Service provides legal services to the public on a wide range of civil matters. The service includes the Volunteer Advice Service, Credit and Debt Legal Service, Family Relationship Centre Project and Homelessness Legal Service. The General Legal Service is staffed by the Principle Solicitor, Community Solicitor and Community (Homelessness) Solicitor.

Our work is supported by legal practitioners from all sectors, including private practice, government, and non-government organisations, that volunteer their time on a pro bono basis through the Volunteer Advice Sessions and pro bono referrals. Special thanks go to Mr Greg MacDonald and Mr Bill Piper for their willingness to act as nominated persons and supervise the legal practice when the Principal Solicitor is absent from the office.

William Forster Chambers has continued to provide invaluable pro-bono assistance to DCLS over the last year. Our service is grateful to the many barristers who have expressed an interest in assisting disadvantaged clients. We would particularly like to thank Mr Anthony Young, who is a regular volunteer at our Advice Sessions, and Mr Alistair Wyvill SC for their support of DCLS.

The service has also been fortunate to have a number of law students volunteer for placements within DCLS. Jacinta Johnson came to DCLS on a volunteer placement and continued with us to assist with Rights on Show, general litigation, and legal research projects. Susannah Connor assisted solicitors across the services and drafted a statistical analysis of homelessness in the region. Peter Brookes conducted research and assisted in reviewing the Limitation Schedule.

Provide high quality legal and related services

The service continues to provide practical legal advice and ongoing casework across a wide range of legal areas. The service provides advice either face to face or by phone. Employment related issues make up a significant part of the practice of the General Legal Service with unfair dismissal and unlawful termination matters featuring prominently. Another area, which constantly gives rise to disputes are those related to the building trade. The service devoted a lot of time in helping people who were affected by the demise of a local travel agency. We assisted with the lodgment of many claims through the Local Court. As a result, a number of clients report satisfactory outcomes.

The Community (Homelessness) Solicitor provides assistance to people who are homeless or at risk of becoming homeless. The Homelessness Project actively seeks to engage with homeless people through outreach advice sessions at Oznam House and the Life Centre. People are assisted in a practical way with their immediate 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 Credit and Debt Service is run in conjunction with Australian Government Solicitor's (AGS) pro bono program. AGS solicitors offer legal advice and casework to clients one day per week on a wide range of credit, debt and consumer matters under the supervision of the Principal Solicitor.

The Credit and Debt Service fills a significant gap in the Northern Territory for a dedicated service that advises clients on their legal rights and negotiates fair outcomes with creditors and traders.

DCLS has continued its collaboration with the Family Relationship Centre in which people undertaking mediation for parenting matters are provided with family law advice. The number of referrals from the Family Relationship Centre has remained strong. We now have three law firms on the panel of family lawyers who are contracted to provide legal advice under this service.

The Volunteer Advice Sessions are conducted at the DCLS office, and at Palmerston and Casuarina libraries. The sessions are staffed by volunteers who give their time either after work or on the weekend. The number of volunteers has remained constant, with new volunteers taking the place of those who either leave the jurisdiction or can't volunteer because of other commitments. The Principal Solicitor provides a monthly induction session on a Thursday night for new coordinators and solicitors. We are grateful and encouraged by the dedication and enthusiasm of our volunteers.

Identify obstacles to justice and options for reform

The General Legal Service actively seeks to identify obstacles to justice and options for law reform. In many cases issues relating to access to justice are identified through client problems raised in our casework. This is particularly so where the same issues keep arising or appear to be systemic in their nature. Examples of future reforms have been identified in this way regarding the licensing of certain industries and motor vehicle financing. The Homelessness project has identified disadvantage to homeless people with regard to police move on powers and the banned drinkers legislation, which has resulted in approaches to the relevant authorities.

The service also engages with decision makers and makes submissions to government on legislation, which has social justice consequences. Submissions have been made on a number of bills including the *Adult Decision Making Bill*, which when enacted, will repeal the *Adult Guardianship Act* and establish a Tribunal for Adult Decision Making, as well as the Office of the Commissioner for Adult Decision Making and Advocacy. This legislation will transform the framework of alternative decision-making in the NT and will have implications for people who have lost decision-making capacity.

Promote understanding of legal rights and how to assert them

The General Legal Service actively identifies potential avenues to inform the community of their legal rights through community legal education. Education programs are developed and delivered direct to the public and to other organisations. Wherever possible we seek to work collaboratively with other services in the preparation and delivery of programs.

An example of this cooperation was the presentation of a seminar entitled, “The Income Management Experience in the Northern Territory” which was delivered by DCLS at the National Association of Community Legal Centres (NACLC) National Conference. The Principal Solicitor delivered the presentation with Melanie Robinson of the NT Legal Aid Commission (NTLAC), Emilie Webster of Central Australian Aboriginal Legal Aid Service (CAALAS), with the Executive Director facilitating. We have also collaborated with other services to deliver the NTLAC presentation, “What’s the Law”. Other educational programs have been delivered on a wide range of subjects to Charles Darwin University, Pete’s Place, Family Planning NT, Melaleuca Refugee Centre, NTLAC, Town Camps, Darwin Correctional Centre, Larrakia Nation and Somerville Community Services.

Partner with people, organisations and community

With the assistance of the Outreach Worker, the General Legal Service seeks to engage with the general community and other organisations. The Community (Homelessness) Solicitor attended regular meetings of the Homelessness Legal Network, NT Shelter and Arts in the Grass. The Principal Solicitor and Community Solicitor regularly attend meetings with other service providers and organisations that are relevant to the practice of the service.

Resource an effective, sustainable and supportive organisation

The service produces a range of resources and actively contributes to policy and procedure discussion. An example of the General Legal Service’s commitment to providing resources that support the organisation is the production during the year of the “Schedule of Limitations for the Northern Territory”. The idea for the Schedule originated from the need by our in-house and volunteer solicitors to advise clients on limitation dates for causes of action. As there was no current comprehensive Schedule available at that time in the jurisdiction, we embarked on a project to compile our own. We soon realised that such a resource would be not only of value to our organisation but to the legal profession as a whole. The project proved to be a very large undertaking requiring a high level of technical legal expertise. Along the way we were fortunate to obtain invaluable assistance from Ashurst Australia. In the end we published what we believe to be the most comprehensive, freely available Limitation Schedule of any jurisdiction in Australia. The Schedule was launched earlier this year at the Supreme Court.



Clockwise from top: the DCLS team with then Commonwealth Attorney-General Robert McLelland at the launch of the Credit and Debt Legal Service, Rights on Show 2011, DCLS staff at community stalls and information sessions.



TENANTS ADVICE SERVICE

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

Assist disadvantaged and/or marginalised people to resolve their legal problems

Throughout the year there was a high demand from tenants seeking legal information, advice and casework. TAS provided a total of 363 legal advices, opened 34 new cases in this period and finalised of 20 cases.

Casework included advocating on behalf of a tenant with the other party, as well as on behalf of a tenant before a court or tribunal. TAS advocated in a total of 24 court or tribunal appearances during this period.

Tenants sought assistance 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
- Transfers within Public Housing
- Access & Privacy Breaches
- Tenancy Termination
- Break Leases
- Undue Hardship Applications

Identify laws and procedures that operate as barriers to justice and work to change them

TAS has engaged in numerous law reform and policy development activities in this period including:

- Lobbying the Legal Policy Unit of the Department of Justice, NT Government, with regard to a draft Caravan Parks Bill 2011.
- TAS provided an urgent submission with regard to the merits of creating a Central Bond Authority (CBA) and the practical problems it would rectify
- TAS Team Leader Abhi Jain was the NT representative of the National Association of Tenants' Organisations (NATO). This organisation discusses various tenancy issues faced throughout Australia. It identifies obstacles to justice as well as options for reform for the betterment of tenants.
- Contributed to NATO's submission with regard to consultation on a blueprint for a National Regulatory System for Community Housing Providers.

- Along with other NT legal assistance agencies, engaged in a range of policy issues relating to tenancy arrangement in remote indigenous communities including working on detailed proposals with regard to the management of remote housing tenancies and the re-drafting of Remote Public Housing Tenancy Rules.
- TAS worked with NT legal centres in relation to concerns over a “3 Strikes” Policy proposed by Territory Housing.
- TAS is an active member of NT Shelter and its sub-group Darwin Region Accommodation Action Group.
- TAS participated in planning a DCLS campaign to alleviate the plight of homeless people termed ‘long grassers’.
- TAS liaised with the North Australian Aboriginal Justice Agency (NAAJA) to discuss the role and powers of Public Housing Safety Officers (PHSOs) commencing work at Territory Housing complexes.

Deliver accessible and useful community legal education

TAS participated in the delivery of accessible and useful community legal education relevant to the needs of residential tenants. This was attained through numerous activities:

- TAS factsheets were published on the DCLS website and printed copies available from the DCLS reception desk. TAS published two new factsheets - *Shared Houses* and the other is for *Resolving Tenancy Disputes*.
- delivered information sessions about tenants’ rights and responsibilities to a range of groups and organisations including:
- prisoners at the NT Correctional Services Centre in Berrimah on tenancy law rights and responsibilities.
- Newly arrived African migrants as part of the ‘Africans Becoming Australians’ Forum held at Charles Darwin University in the Casuarina Campus.
- students training to be property managers at the Batchelor Institute of Tertiary Education.
- Members of the general public information session in Katherine
- TAS hosted an information booths at the Casuarina Campus of Charles Darwin University to celebrate International Human Rights Day and at with NAAJA at Darwin Raintree to celebrate and raise awareness of ‘International Tenants Day’
- TAS briefed the Executive Director of DCLS as required for media interviews

Promote an accessible, visible and responsive organisation

TAS is promoted as an accessible, visible and responsive organisation through various engagements.

- TAS is promoted by the Commissioner of Tenancies for the Northern Territory (COT) through referrals to tenants, an information flyer issued alongside a Notice of Inquiry by COT, and in the COT Guide to Renting in the Northern Territory.
- TAS participated in a Palmerston and Rural Youth Services meeting. An overview of the services DCLS generally provides was provided. This included brief information on the services provided by TAS.
- TAS advertised its service extensively in the Katherine region to promote its information presentation. This included:
 - Advertising in the newsletter of the Northern Territory Council of Social Service (NTCOSS). This newsletter is disseminated to a network of various community service organisations.
 - Advertising directly to real estate agents, Territory Housing, community housing providers, and to legal services operating in the Katherine region.
 - TAS requested that its advertisement be displayed at the noticeboards of or organisations throughout the NT and be disseminated through email networks particularly targeting tenants or those that had dealings with tenants.
 - Advertising to the Katherine Community Helping Action & Information Network (CHAIN) and speaking at their meeting about the TAS Service. This network comprises of various entities including community organisations, charities and government departments.

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. The 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.

The service was wound back from 1 July 2011- 24 October 2011 due to staff changeover.

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;

A client came to us with a substantial Centrelink debt. The client had been trying to deal with this for some time, but had found this difficult due to his low level of literacy and remote location. We assisted him in his application for review. The review resulted in a reduction of the debt by over \$10 000.

A client was referred to us who could not speak English. The client had been assessed as owing Centrelink over \$10 000. We investigated the matter and liaised with Centrelink on the client's behalf. The debt was eventually waived in full.

We assisted a client appeal her matter all the way to the Federal Court. We assessed this matter as having broader implications and a public interest. The client was eventually successful in her appeal and a favourable precedent was set for future applicants.

We also provided advice and casework for a number of clients whose payments had been cancelled or reviewed based on changes to the residency rules for disability support pension. This is an ongoing issue for us and we are expecting requests for assistance in this area to continue.

Identify obstacles to justice and options for reform

Our policy and project work included making a submission to the senate standing committee investigating 'Stronger Futures' legislation. The submission drew on information contained in the Welfare Rights Project as well as casework examples. The main focus of the submission was the impact of proposed changes to income management on welfare recipients.

We also raised a number of issues arising from casework with the National Welfare Rights Network (NWRN). We actively contribute to NWRN meetings, and contributed to the NWRN submission paper to the Senate Committee investigating proposed changes to the portability rules.

Promote understanding of legal rights and how to assert them

This year we developed and presented community legal education seminars that were aimed mostly at newly arrived migrants and their caseworkers. These helped raise understanding of legal rights within this group and raised our profile as an organisation that can provide assistance to the migrant community.

With the roll out of income management to other states, we developed a comprehensive information pack and distributed it to legal service providers in and near affected areas. This was well received.

Partner with people, organisations and community

The Welfare Rights Service is committed to identifying, developing and maintaining ties with community service providers and other relevant referring agencies. We now receive referrals from a range of organisations and have established high profile in the community.

We have developed good working relationships with a number of key contact people within Centrelink. We have also developed professional and supportive relationships with other welfare rights lawyers and legal services in the NT. We continue to attend Welfare Rights Outreach Project meetings with NAAJA, CAALAS and Centrelink representatives.

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 in hospital and aged care facilities. A number of our clients were homeless and we have needed to tailor our service and practices accordingly. 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.

DISABILITY DISCRIMINATION SERVICE

The Disability Discrimination Service (DDS) is funded by the Commonwealth Attorney-General's Department to address the needs of people experiencing discrimination because of a disability, a perceived disability or because a family member or friend has a disability.

A central aim of the DDS is to achieve within the community an understanding of the *Disability Discrimination Act* 1992 and the Standards attached to that Act relating to Education, Transport and Access to Premises, together with similar legislation such as the NT *Anti-Discrimination Act*, and to assist members of the community to understand their rights and responsibilities in this area.

Provision of individual and systemic advocacy

Through both participation in inter-agency meetings and by "word of mouth" from satisfied clients the number of referrals for assistance and advice continues to increase. There are also internal referrals within Darwin Community Legal Service which ensures clients have access to advice on a range of inter related matters in a timely and efficient manner.

Parents of children with special needs such as autism, ADHD and cognitive impairments have been assisted through both the formal conciliation process and by individually negotiated settlements. Modifications to housing to accommodate people with disabilities is another area in which much work has been done both on an individual and systemic basis. This service continues to advocate for the adoption of "universal design" principles in all government funded public housing. This is receiving increasing recognition and has been in part implemented, particularly in remote communities, where there are new dwellings being constructed.

Following negotiations with the NT Government Department of Lands and Planning the ratio of designated Disabled Car Parks in areas of off street parking has now been published, and is available to all interested parties.

Through her appointment to the Darwin International Airport consultative committee as a community member, the Disability Discrimination Advocate continues to have input into the expansion of that facility.

Community Legal Education

Community Legal Education is a core component of the Disability Advocacy Legal Service, and continuing information and advice is provided to community service organisations, government agencies and professional bodies. A two hour tutorial was given to students at the Charles Darwin University on the application of the *Disability Discrimination Act* and in particular the Standards attached to that Act.

Promotion of an accessible, visible and responsive organisation

The Disability Discrimination Service cooperates with other units within DCLS to promote the corporate goals of the organisation and to raise awareness of human rights within the community.

The service participates in community activities such as Disability Awareness Week, the International Day of Disability and Human Rights Week, and works with organisations such as Carers NT, Autism NT, Integrated Disability Action Inc, Darwin City Council Access Advisory Committee, Palmerston Town Council access committee, National Disability Services and DeafNT to promote both an awareness of the rights of people with a disability and the UN Convention of the Rights of Disabled Persons. Considerable time has been spent on explaining the proposed National Disability Insurance Scheme to interested groups and organisations.

It has been a busy and productive year.

CREDIT AND DEBT LEGAL SERVICE

The Credit and Debt legal advice sessions are held every Tuesday at the DCLS Office. A joint venture with the Australian Government Solicitor's pro bono program, fortnightly specialist Credit and Debt advice sessions commenced in April 2011. The service, now offered weekly, continues to thrive. While all Darwin AGS solicitors participate in the partnership, Mary Hawkins of the Darwin office staffed the service on a regular basis. Since June 2012 and following Mary Hawkins' acceptance of a position within DCLS, the Credit and Debt advice sessions have been staffed by Kirby Lawler from the Australian Government Solicitor Darwin office.

Clients are encouraged to make appointments prior to attending DCLS to receive advice. Each client is allocated a hour timeslot and there are an average of 4 – 6 appointments per week. The advice can be given in person or over the telephone.

Clients seek advice on a broad range of Credit and Debt issues. Credit lenders and credit card disputes, bankruptcy, insurance claims, consumer warranties, superannuation and payment disputes are just some of the most frequent areas in which advice is sought.

Many of our clients' problems can be resolved on the spot especially in circumstances where the client is simply seeking to be informed of their rights. Quite a number of clients also seek advice and are very capable of following through on our advice to reach a resolution of their conflict independently. On the other hand, there is a small number of clients who require ongoing support to achieve a solution and these client have the option of making follow up appointments in order to finalise their problem.

Clients have reported to be satisfied with the ability to obtain practical legal advice in a timely fashion and free of charge.

This is the only specialist credit and debt legal service in the NT. DCLS thanks the Australian Government Solicitor's pro bono program for its significant contribution to access to justice in the Northern Territory.

OUTREACH WORKER

The Outreach Worker promotes all Darwin Community Legal Service programs and services in the community, acts as a conduit between the community and DCLS, and coordinates the annual Rights on Show art exhibition.

Provide high quality legal and related services

- During the reporting period, the Outreach Worker assisted the Principal Solicitor with the launch of the Schedule of Limitations during Law Week. It was well attended by the profession and has received a very positive response. The DCLS Volunteer Resource Manual review was completed.
- Revised and re-designed Darwin Community Legal Service brochures were distributed in a coordinated mail out. As a consequence, several agencies have booked Community Legal Education or talks about our service provision as a result.
- A promotional power point has been developed and utilised at presentations for many service providers including other legal services.
- The annual DCLS Rights on Show, now in its 18th year, remains a poignant vehicle for human rights awareness and expression and is promoted consistently throughout the year.
- Community Legal Education regarding Credit and Debt has been delivered with DCLS solicitors to the Financial Advisors Forum, and also to secondary school legal studies students.
- An interactive stall held at World Refugee Day with an art activity was well received, with many members of the CALD and Indigenous community participating in the activity.
- DCLS community legal education resources such as the have been entered onto a national CLE on-line register, resulting in easy access and promotion nationally.
- Local publications such as Off the Leash, NT News and various radio and TV stations have been given information about our services. A weekly free listing promotes our free drop-in Legal Advice Sessions. Our Facebook page has been rejuvenated and has regular updates, as does the DCLS website.

Identify obstacles to justice and options for reform.

- Opportunities for Community Legal Education about the status of Indigenous community housing leases have been identified through attendance at relevant Indigenous service network meetings. Outreach has been involved in homeless legal network meetings and held a stall at Homeless Person's Week in Raintree Park with many homeless people interacting with staff, receiving information and advice.
- Planning has commenced for Rights on Show to host an inaugural floor talk and excursion programme, with keen interest from Correctional Facilities, school groups and asylum seekers accompanied by the Department of Immigration and Citizenship already growing. Attendance at ROS has not always been possible for these groups.

- Promotion of the drop in legal advice sessions via our facebook page, website and service providers has been a strong focus for outreach. The drop-in service is a vital 'first port of call' for those who may find legal processes daunting.

Promote understanding of legal rights and how to assert them

Promotional Outreach

Regular talks are conducted by the Outreach worker at Palmerston and Rural Youth Services Network (PARYS), Somerville Community Services interagency meetings and a broad range of community organisations. Stalls were held at many locations including Casuarina Senior College, NAIDOC, Disability Awareness Week, Homeless Persons Week as a means of promoting DCLS and our services.

Radio Program

DCLS is currently rekindling the Law Spot radio program as a means to reach a wider audience. The program will focus on changes to laws that people may not understand, such as the banned drinker's register. The program will discuss how people are affected by the laws and what their rights and responsibilities are surrounding the law.

Human Rights Are Aussie Rules

Darwin Community Legal Service is the NT partner for Human Rights are Aussie Rules (HRAAR), a programme that teaches students about human rights via Australian Rules Football.

The program, developed by Eastern Community Legal Centre in Melbourne, aims to teach four main concepts:

Freedom Respect Equality Dignity

In May, Ali Abachi from the Eastern Legal Service, where HRAAR was devised, trained DCLS staff, AFLNT, and volunteers to deliver the program. We presented a fun, interactive session to the DCLS staff, which explained the project and its goals. DCLS has conducted several pilot presentations in Darwin for school students that were well received. The activities included unequal tunnel ball, a game requiring cooperation and "who am I?" quizzes. Workshop materials for community sessions are being devised.

World Refugee Day

The DCLS stall art activity was a good means of engaging people from groups that can often be shy about accessing legal services.

Prison Community Legal Education

Regular community legal education sessions were delivered to prisoners who are about to re-enter the community. This information has been well received and is vital in educating individuals about their rights and responsibilities. The outreach worker completed research regarding fine management and the processes involved in non-payment, penalties and arrangements to pay. The outreach worker assisted in editing CLE power points for prison. The outreach worker organised training for all relevant staff at the prison.

GLLO – NT Police Gay and Lesbian Liaison Officers

A letter has been sent to the NT Police Commissioner regarding the lack of a gay and lesbian liaison officer in the NT Police Force, with positive response. The outreach worker continues to liaise with NTAHC and other peak bodies representing LGBTI people

Partner with people, organisations and community

- The Outreach worker regularly represents DCLS at community forums, networks with community and government agencies, and attends service provider meetings. We conduct talks at meetings and provide input to current issues.
- We are part of the Community Legal Education network, enabling us to work efficiently with other Community Legal Centres and services.
- We have conducted CLE for Somerville, Palmerston Christian College, Red Cross drop in service and have presented to the Smith Family.
- We have also networked with Behind the Wire, Sanderson, Darwin Visual Arts Association and Chan Contemporary Artspace regarding Rights on Show.

Resource an effective, sustainable and supportive organisation

- Outreach has written several applications for grants such as Volunteer Small Equipment Grants and the Community Benefit Fund in an effort to assist our volunteers.
- General assistance is provided to solicitors with identifying possible gaps in service delivery, organising meetings, CLE, assisting in joint presentations, stalls, information sharing such as CPDs, community forums and regular emails about National or Territory 'days' such as Constitution Day and ideas for staff involvement.
- The outreach worker has held several outreach meetings with DCLS staff as a means to remain focussed on productive targets and exchange CLE opportunities, ideas, relevant forums and information.
- The Language and the Law Conference was attended, achieving useful learning outcomes regarding utilising the interpreter service effectively and being aware of gaps in the justice system, especially for Indigenous people when they are attending Court proceedings.

AGED AND DISABILITY ADVOCACY SERVICE

The Aged and Disability Advocacy Service (ADAS) has had another busy year providing advocacy to people receiving Commonwealth funded aged care services and to anyone with a disability across the Top End of the Northern Territory and the East Arnhem Shire.

Steve De Frasz joined us in November as a full time advocate and Gail Marsh resigned in July. Steve brings with him vast experience of the disability sector and has been a valuable addition to the team.

Janet Brown completed a six month project to improve access to ADAS by Culturally and Linguistically Diverse (CALD) groups. Sue Brownlee continued work on the Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) project and ADAS would like to thank them for their valuable contribution. We continued work on our Groote Eylandt project. Further information on these projects can be found later in the report.

ADAS currently has 3 full time advocates Lorraine Gibbs, Jodie Debusch and Steve De Frasz in our Darwin Office and Jennifer Peers in Nhulunbuy.

Provide individual and systemic advocacy

In the 2011/12 year ADAS provided 106 advocacy cases and provided 47 information, advice and referrals to consumers and potential consumers of our service to clients in the Top End of the Northern Territory including Darwin, Batchelor, Cox Pensinsula, Jabiru, Jawoyn region (Katherine), Litchfield, Palmerston and Tiwi Islands.

In the East Arnhem Shire our staff member has worked closely with schools, in particular for students with mild to profound intellectual disability by providing advocacy and education sessions on the role of advocacy and our service. Networking opportunities have included Miwatj Health, Yirrakala Health Clinic, Anglicare and relevant departments. Within available resources, networking with Aged Care Co-ordinators in communities has continued by providing advocacy and education sessions.

Again this year, some of the same issues have arisen with regard to the number and type of concerns for our client groups (see below) which indicates that while our advocacy has resolved some issues, others remain problematic. Reasons for this include staff shortages, lack of commitment by stakeholders to tackle difficult issues and the physical and emotional nature of the work undertaken by the aged and disability workforce, with the result that staff turnover is common.

Issues for our clients include:

Disability consumers

- Access to post school options
- Transport
- Accommodation
- Service gaps

Aged consumers

- Alternative decision making
- Appropriate level of care
- Financial issues
- Consumer rights

Systemic Issues

The National Disability Insurance Scheme (NDIS)

This year saw a further step forward to establishing the NDIS with the scheme being introduced in selected geographical areas first, to ensure it is informed by feedback from people with disabilities and their carers. The reforms are long over due and it is hoped when the NDIS is fully operational, consumers will have greater control and flexibility around service provision.

Elder Abuse

Elder abuse is of increasing concern to the ADAS and is more prevalent than most people are aware. It can be physical, sexual, emotional and financial and is more likely to occur when an older person is dependent on others for their care and support. Unfortunately, too often the abuser is known and trusted by the older person.

Older people have the right to be treated with respect and dignity in the same way as other members of society, whether they live at home or in an aged care facility. The *Aged Care Act 1997* requires approved Aged Care providers to report allegations or suspicions of unlawful sexual contact, or unreasonable use of force on a resident of an Australian Government subsidised Aged Care home. For those aged people dependent on friends, family or relatives for their care (the majority of whom are single women) there is no such protection, and currently there is no designated service in the NT addressing the issue of elder abuse. However, this year The NT branch of the Australian Association of Gerontology was established and ADAS became a member. We hope to devote resources to the serious issue by working with the Association, seniors groups, service providers and relevant stakeholders.

Deliver accessible and useful community legal education.

The staff of ADAS conducted 65 education and community awareness sessions which were attended by around 860 people in metropolitan, rural and remote regions. Participants at sessions included:

- residents of aged care facilities
- carers
- staff of disability services
- allied health professionals
- students
- government departments and
- the general public

We continued our outreach to Jawoyn region including increased visits to the communities of Burunga, Beswick and Mataranka.

We attended an 'Expo Day' hosted by the Gove Peninsula Community Festival in August in Nhulunbuy. This provided us with the opportunity to network with services and consumers from local communities. We distributed brochures and other promotional material such as bags, drink bottles, caps, umbrellas, note pads and pens to service providers in East Arnhem and to Darwin and the Jawoyn region.

Special projects

Groote Eylandt

Work continued on our project to increase awareness of advocacy and aged and disability rights on Groote Eylandt. We chose this community as ADAS had conducted a similar project in 2003 and we had contacts there. In addition the Australian Literacy and Numeracy Foundation has been working with the Anindilyakwa speakers to preserve their language, and we saw this as an opportunity to support their work by providing a resource in local language.

Despite some delays due to staffing and time lines for meeting with community members to develop the script, text for a DVD was developed in conjunction with Deborah Hall, consultant, and the advocacy team, and sent to the Linguistic Centre at Angurugu for translation into Anindilyakwa language. The filming was then edited with English sub-titles and sent to the indigenous actors on Groote Eylandt, where it was re-edited to ensure sub-titles matched what was being said. DVD covers and labels were designed in conjunction with ADAS, community members and the filmmaker Burit Zemit. This approach to the development of the DVD provided the opportunity to interact with community members in an informal way and to review our ideas as we progressed. The filmmaker also noted:

“That while this process may seem unplanned, it was a very valuable way to develop the resource; the advocacy team owned the script and were developing the concepts and communication with the people at Angurugu. This also allowed the advocacy team opportunities to review their methods of communication with the community in a way that a prescribed script would not”.

The finalized DVD was received enthusiastically by all involved and welcomed as a positive way in which to get the message out to communities about their rights and the value and role of advocacy in supporting them. A launch of the DVD will be held sometime early in the 2012/2013 year.

CALD Project

Janet Brown completed her research work on *“Raising Awareness about the Aged and Disability Advocacy Service amongst Older Migrants”*. Following is an Abstract and recommendations. The full report can be obtained from DCLS.

ABSTRACT:

A project to raise awareness of and encourage greater utilization of ADAS by older CALD community members, including the development of a community education program that meets the needs of older migrant clients for whom English is a second language.

The focus of the project was with the Greek, Italian, Filipino and Chinese communities who were chosen for the following reasons:

- they have an established relationship with the ADAS service (a previous project was conducted with these groups in 2006)
- statistically are amongst the top ten culturally and linguistically diverse communities aged 65 years and older in the NT.

Observations from the research indicated that older CALD members are no different to other minority groups and as such it takes time to develop trust. Therefore it was decided to conduct a number of information sessions and attendance at multi-cultural events, in order to interact with as many participants as possible and to develop a relationship based on a one-to-one basis.

The recommendations from the project were:

- commitment to continuing cultural competency training
- commitment to regular ongoing contact with multicultural seniors groups
- revision of printed resources including font size and type

ADAS and DCLS endorse the recommendations and we will continue to build on the relationships developed with the participants of the project. This project has also provided valuable information that we can use for further education and community awareness activities with other CALD groups.

Lesbian, Gay, Bisexual, Transgender and Intersex Project (LGBTI Project)

Completion of the LGBTI Project (Lesbian,) has been delayed, due to the Project Worker breaking her leg. However, 2011/2012 saw members of the Aged and Disability Advocacy Service, along with staff from the NT Aids and Hepatitis Council (NTAHC), participate in Train the Trainer education.

The training package was sourced from the Queensland Association for Healthy Communities (QAHC), and was titled *LGBTI Seniors – Creating Inclusive Services*. The material was then delivered to Administrators, Care Coordinators and Senior Management from the Aged Care Sector by QAHC in collaboration with ADAS and the NT AIDS & Hepatitis Council.

The training was well received, and positive feedback since the workshop indicates that there is a need for such training in the sector that will be appreciated.

A funding application to roll out relevant training across the Northern Territory was developed by the Project Worker as part of a grant application to FaHCSIA by the Council on the Ageing NT.

Various resources were developed as follows:

- Model non-discrimination policy
- Template regarding sexual identity and gender orientation for intake and assessment forms
- Orientation resource for new carers
- LGBTI friendly Quick Checklist for employers

A summary report will be available in late 2012.

Model an inclusive respectful, equitable and satisfying work environment

Staff continued participation on the National Aged Care Advocacy Network (NAN) and with Disability Advocacy Network Australia (DANA) to share knowledge on joint concerns, such as elder abuse and the proposed National Disability Insurance Scheme and participated in a number of network meetings and teleconferences including:

- Darwin Urban and Regional Aged and Disability Network
- CHAIN – community network in Katherine
- Disability Advisory Group of Territory Care and Support Services
- Alzheimers Australia NT
- Carers NT
- Northern Territory Mental Health Coalition
- Aged Care Accreditation Agency Liaison Group
- Multi Cultural Aged Care Network
- GBLTI Roundtable
- Commonwealth Remote Community Aged Care providers
- Gove Hospital – East Arnhem Shire
- Anglicare – Nhulunbuy

Promote an accessible, visible and responsive organization.

Again this year staff have enjoyed working collaboratively with other services at DCLS, in particular Welfare Rights and Tenancy as many of our clients are also dependent on government pensions and NT housing support. We continued to promote ourselves and take up opportunities for professional development by attendance at the *National Aged Care Advocacy Conference* in Melbourne, *National Disability Advocacy Conference* in Canberra, *Disability Advocacy Quality Assurance and Accreditation Workshop* in Adelaide and participated in various aged and disability promotions such as *Seniors Forum*, *Disability Awareness Week* and *Mental Health Week*.

RIGHTS ON SHOW 2011

The theme of Homelessness for the 17th annual DCLS Rights on Show exhibition proved poignant to artists choosing to comment on human rights. Nearly 100 entries were contributed, including everything from the novice painter to professional artists.

The DCLS Rights on Show exhibition encourages Northern Territory artists to express their feelings and experiences about human rights issues.

The incredible array of entries included a giant woven nest, the People's Choice winning 3D 'Cardboard man', a painted swag, a floral tent and a short film. The diverse range of community groups and background of entrants was testament to the importance of human rights and their impact on society and everyday life. It was wonderful that so many Territorians embraced this opportunity to express their opinions about human rights and housing and homelessness.

The winning entry by Javad Javadi was exceptional – the 3D 'Dream Boat' depicted his journey as an asylum seeker, melded with what he hopes will be a life of freedom when the Detention Centre in which he is currently detained processes him.

The 2011 DCLS Rights on Show included a Disability Rights Award. The winning entry was awarded to remote area Alice Springs Indigenous woman, Sally Mulda. Her piece reflected the realities of living in the Todd River, striking a chord with many members of the public. This artwork was purchased, and Sally stated that entering was a very worthwhile experience.

The Ian Tranthem Award was again an important part of Rights On Show, which was always a favourite event for Ian. Ian Tranthem was the Principal Solicitor at DCLS from 2002 until his death in 2010. The Award is a means for DCLS to honour Ian's love of Rights On Show and commitment to social justice. Ian's wife Robyn was kind enough to judge again in 2011, selecting an evocative piece by accomplished artist Gaye Coyne.

The opening night was a great success, with DCLS Executive Director Caitlin Perry being the MC. Special thanks go to Therese Ritchie, Mrs Tessa Pauling and Robyn Tranthem for judging the artwork, Sarah Pirrie for curating the show and Shelter NT CEO Toni Vine Bromley for the catalogue introduction. Thanks are also due to the Darwin Visual Arts Association for assistance with easels and eskies, Martin Ferguson for tireless assistance and coordinating the bar, Debi Bodden for photo documentation, Gerald Grady for assistance with entries and the People's Choice voting box. Thank you to James Dance and Robyn Tranthem for assisting with transporting art and a myriad of other tasks.

Special thanks also to the guest speaker of the night, Chips Mackinolty from Aboriginal Medical Services Alliance Northern Territory for his moving speech.

Accomplished local musicians Jigsaw created a perfect mood for people to mingle and enjoy the artwork. Catering by the Roma Bar provided guests with a range of tasty treats. Many hundreds of people viewed the artworks over the course of the exhibition.

The night would not have run smoothly without the greatly appreciated efforts and assistance of the DCLS staff in hanging the show, working on the bar and packing up after the event.

DCLS thanks the following people for their involvement and support in Rights On Show for 2011:

Outreach Worker:

Jessica Flynn
Jacinta Johnson
Saskia Strange (post Exhibition)

Steering Committee:

Caitlin Perry - DCLS
Frieda Evans –Supreme Court
Gerald Grady
Robyn Tranthem
Jacinta Johnson
Martin Ferguson

Sponsors:

Darwin Community Legal Service Inc.	Territory Craft Council
Northern Territory Government	Law Society of the Northern Territory
Supreme Court of the Northern Territory	Office of the Director of Public Prosecutions
NT Bar Association	Chips Mackinolty
Northern Territory Anti-Discrimination Commission	Don Whyte Framing
The Exhibitionist	William Forster Chambers
Artback NT	Senator Trish Crossin
Lynne Walker MLA	Jacksons Drawing Supplies

The following artists won awards on the night:

Rights On Show Award	Javad Javadi
Human Rights Award	Louisa Cowie
3D Award	Jen Push-Bouwmann
Short Film/Multimedia Award	Trevor Jenkins
Primary School Award	Zion de Groot
Secondary School Award	Tom O'Neill-Thorne
Judges Commendation Award 1	Georgia Glen and Levin Diatschenko
Judges Commendation Award 2	David Henry
Judges Commendation Award 3	Jasman McGuire
Judges Commendation Award 4	T Okazaki
Judges Commendation Award 5	Jan Milner Cole
Disability Rights Award	Sally Mulda
Ian Tranthem Justice Award	Gaye Coyne
People's Choice Award	Georgia Glen and Levin Diatschenko

DCLS BOARD OF DIRECTORS 2011/2012

In October 2011, a new constitution was endorsed by members. Under the new constitution, we have a Board of Directors rather than a Management Committee.

For the period of this report, the following people contributed their time and skills through membership of our Management Committee/Board of Directors:

Colleen Atkinson	Chairperson and Public Officer
Frieda Evans	Treasurer
Rosemary Jacob	Member
Paulette Goddard	Member
Judith Dickstein	Member, Secretary (from November 2011)
Mark Johnson	Member (appointed 18.07.11)
Julie Davis	Member (appointed 08.03.12)
Stephanie Trezise-Conroy	Member (appointed 08.03.12)
Duncan Poulson	Member (resigned July 2011)
Lucy Lindbergh-Ostling	Member (resigned December 2011)

FUNDING IN 2011/12

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 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 Programs are funded by:

Commonwealth Department of Health and Ageing (DOHA)

Commonwealth Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA)

NT Department of Health and Families

Funding for the Tenants' Advice Service is managed by the NT Department of Justice.

DCLS received a small grant from the National Association of Community Centres to assist a delegation of DCLS staff attend the annual 2011 Community Centres Conference in Hobart

DCLS received a grant from Eastern Community Legal Centre in Victoria to deliver the Human Rights are Aussie Rules project in Darwin.

Rights on Show 2011 received sponsorship and donations from the following

Northern Territory Government

Supreme Court of the Northern Territory

NT Bar Association

Northern Territory Anti-Discrimination Commission

The Exhibitionist

Artback NT

Lynne Walker MLA

Territory Craft Council

Law Society of the Northern Territory

Office of the Director of Public Prosecutions

Chips Mackinolty

Don Whyte Framing

William Forster Chambers

Senator Trish Crossin

Jacksons Drawing Supplies

Audited Financial Statements for 2011/2012 are included in this Report.

DARWIN COMMUNITY LEGAL SERVICE **STAFF MEMBERS 2011 / 2012**

Caitlin Perry	Executive Director
Gary O'Sullivan	Principal Solicitor
Sue Brownlee	Administrator
Linda Watson	Systems Manager
Maureen Wright	Front desk / Volunteer Co-ordinator
Deanna Brookhouse	Admin (Casual)
Nicole Rabeling	Admin (Casual)
Victoria Jenkins (until August 2011)	Admin (Casual)
Dianna Leitis (until June 2012)	Admin (Casual)
Jacinta Johnson (until December 2011)	Casual Project Worker
Peter Little (until May 2012)	Outreach Solicitor
Jessica Flynn (until September 2011)	Outreach Worker
Saskia Strange	Outreach Worker
Victoria Hirst (until July 2011)	Homelessness Project Worker
Fernanda Dahlstrom	Community Solicitor
Mukesh Mahajan (until May 2012)	Community Solicitor

Tenancy Advice Service

Abhishek Jain	Team Leader / Solicitor
Melanie Warbrooke	Solicitor
Kate Booth (until October 2011)	Solicitor
Diana Jobson (until June 2012)	Admin / Paralegal
Caroline Tapp (until July 2011)	Project Worker

Welfare Rights

Shelley Eder	Solicitor
Jennifer Scott (until July 2011)	Project Worker

Disability Discrimination

Dawn Lawrie	Advocate
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Aged & Disability Advocacy Team

Lorraine Gibbs	Team Leader & Senior Advocate
Jennifer Peers	Advocate (Nhulunbuy)
Gail Marsh (until July 2011)	Aged & Disability Advocate
Steve De Fransz	Aged & Disability Advocate
Jodie Debusch	Aged & Disability Advocate
Sue Brownlee	Advocate / Project Worker
Janet Brown (until June 2012)	Advocate / Project Worker

Consultants

Debbie Wilson & Associates	Financial Controller and Accounts
Phil Blunt	It Support and Maintenance
Bill Piper	Lawyer

Family Relationship Legal Advice Service

Jo Sivyier	Solicitor
Marguerite Bowen	Solicitor
Kris Norrington	Solicitor

2011/2012 STATISTICS

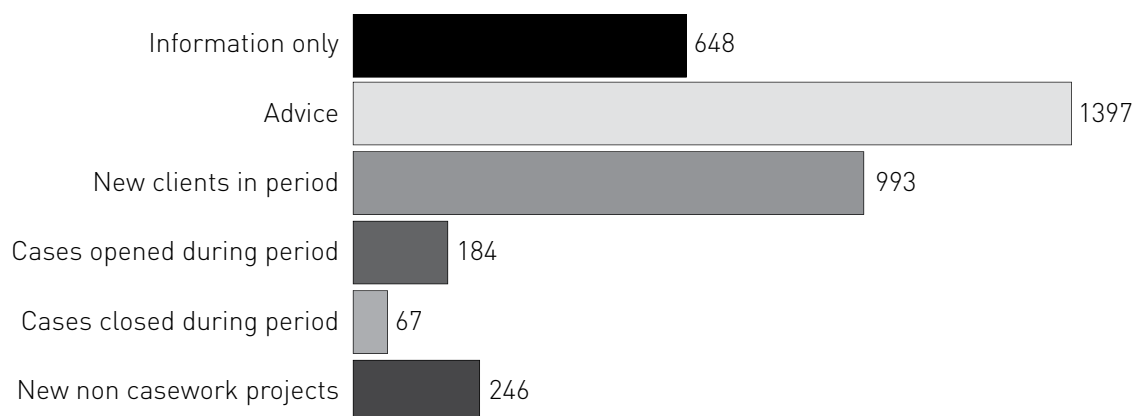
In order to meet its reporting requirements DCLS collects statistics about its work on two separate databases.

Aged Care Advocacy and Disability Advocacy program statistics are kept on a database designed and maintained by DCLS

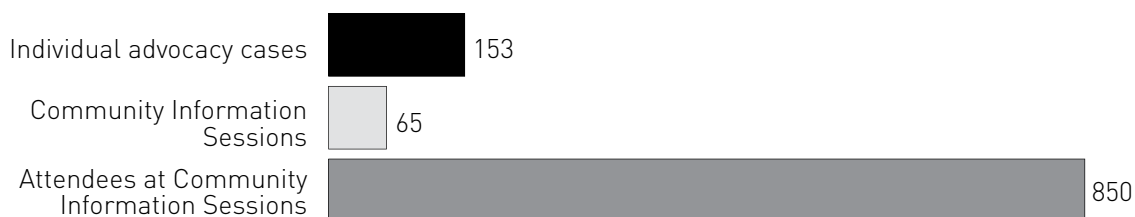
All legal services statistics are kept on CLSIS, a database designed and maintained by the Commonwealth Attorney General's Department.

Legal Services 2011/2012

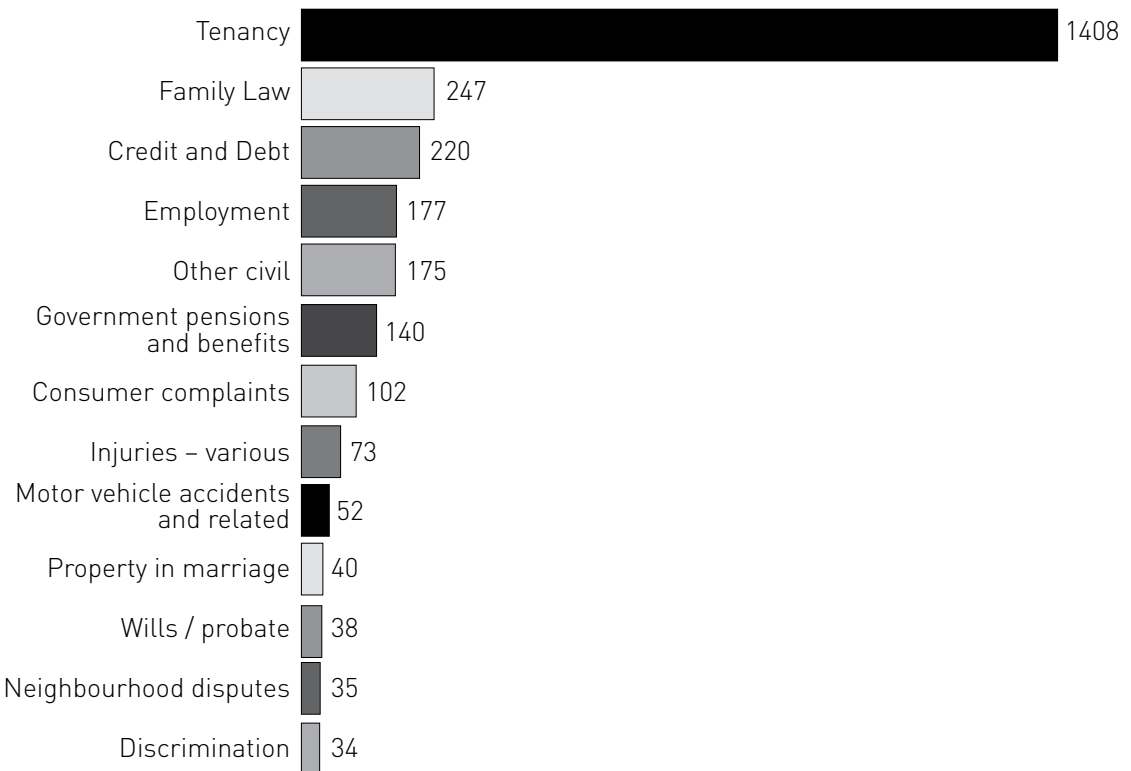
Summary of legal assistance provided in 2011/2012



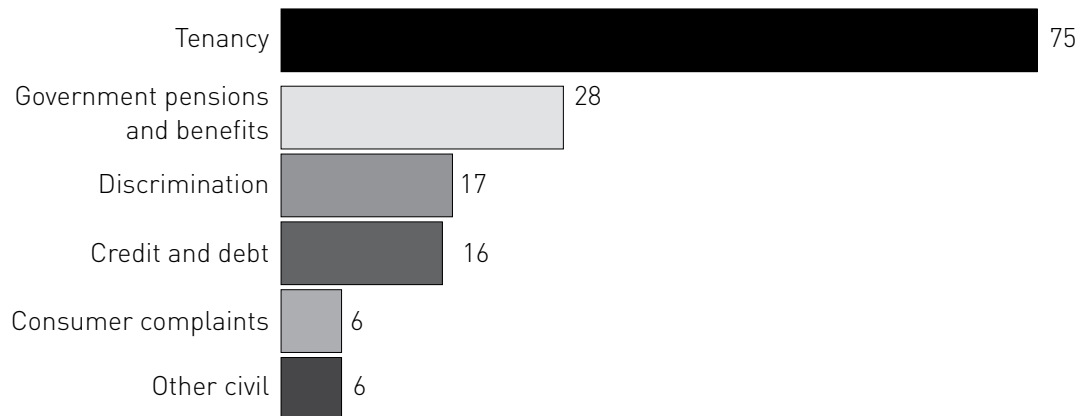
Aged Care and Disability Rights 2011/2012



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



VOLUNTEER COORDINATOR

DCLS holds free Legal Advice sessions each week at three different locations after hours at:

Palmerston Library

Monday 6-7pm

DCLS Darwin Office

Thursday 5.30-7pm

Casuarina Library

Saturday 10-11.45am

These sessions aim to assist disadvantaged and/or marginalised people to resolve their legal issues. Other agencies also promote these sessions and encourage clients to attend.

We have been able to attract a good number of new volunteers throughout the year and have been holding regular Induction Evenings to outline the processes to them. There has been our usual turnover in numbers, which has been less noticeable this year due to the steady increase in volunteers.

Our patrons again hosted a function at Government House for our volunteers. Held in October 2011, it was well attended by Volunteers, Staff and Management Committee Members, and was a very enjoyable function, held in the beautiful surroundings on the Esplanade.

Volunteers fill the three different roles of the advice session.

Session Coordinator

The coordinator registers clients and conducts conflict checks prior to any advice being given.

Advisor

The Advisor is a lawyer who has been admitted and holds, or is eligible to hold a, Restricted Practicing Certificate and is able to give advice.

Supervising Solicitor

The Supervising Solicitor holds an Unrestricted Practicing Certificate. The Supervisor is responsible for the overall supervision of the advice session ensuring accurate advice and appropriate recording of advice given.

Some people filling the role of Session Coordinator, are also studying law, and will move onto being an Advisor when their studies are completed.

Advice sessions are greatly appreciated by our clients and would not be possible without the generosity of our volunteers donating their valuable time after hours. Those Volunteers during 2011-2012 are listed below.

List Of Volunteers

Sarah Barr	Stephanie Conroy
Bill Piper	David Gomez
Marguerite Bowen	Zara Gooden
Duncan Poulson	Peter Orr
Amy Burns	Gene Truan
Aaron Powell	Ron Hope
Kathleen Chong-Fong	Sem Truan
Carl O'connor	Rosemary Jacob
Jared Clow	Patricia Vivian
Nikole Rabeling	Mark Johnson
Jessica Ralph	Dylan Walters
Melanie Robinson	Earl Johnson
Wayne Connop	Jackie Whitehead
Fiona Ross	Francis Kondambu
Ann Cox	Tony Young
Marie-Louise Scarf	Lucia Ku
William Crawford	Ron Lawford
Jennifer Scott	Yuan Lim
Judith Davison	Ian Lindsay
Leonique Swart	Lynette Lowe
David Desilva	Greg Macdonald
Imogen Taylor	James Mack
Elizabeth Fletcher	Ashley Marsh
Eva Templin	Tom Mccrie
Claire Gawler	Charles Moran
James Tierney	Sarah Morton
Olivia Go	

**Darwin Community Legal
Service Incorporated**

Financial Statements
For the year ended 30 June 2012

TDH Chartered Accountants
GPO Box 4587
Darwin NT 0801

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

Darwin Community Legal Service Incorporated

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30 June 2012

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Darwin Community Legal Service Incorporated

Committee's Report

30 June 2012

Your directors present their report on Darwin Community Legal Service Incorporated for the financial year ended 30 June 2012.

1. General information

Committee members

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

Colleen Atkinson - Chairperson	Member for full year
Frieda Evans - Treasurer	Member for full year
Duncan Poulson	Resigned July 2011
Rosemary Jacob	Member for full year
Lucy Lindbergh-Ostling	Resigned December 2011
Paulette Goddard	Member for full year
Judith Dickstein	Member for full year
Mark Johnson	Appointed July 2011
Julie Davis	Appointed March 2012
Stephanie Tresize-Conroy	Appointed March 2012

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 of the Association for the financial year amounted to \$ 21,173(2011: \$ 20,899).

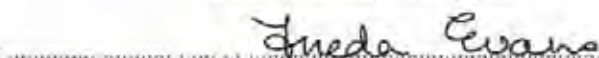
Signed in accordance with a resolution of the Members of the Committee:

Committee member:



Colleen Atkinson - Chairperson

Committee member:



Frieda Evans - Treasurer

Dated this 16th day of October 2012

Darwin Community Legal Service Incorporated

Income Statement

For the Year Ended 30 June 2012

	2012	2011
	\$	\$
Revenue	1,569,790	1,655,970
Other income	6,279	5,951
Employee benefits expense	(1,107,228)	(1,103,988)
Depreciation and amortisation expense	-	(1,364)
Other expenses	(447,668)	(535,670)
Profit for the year	21,173	20,899

The accompanying notes form part of these financial statements.

Darwin Community Legal Service Incorporated

Statement of Financial Position

As At 30 June 2012

	Note	2012 \$	2011 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	728,517	815,011
Trade and other receivables	3	15,517	1,380
Other assets	5	24,620	-
TOTAL CURRENT ASSETS		768,654	816,391
TOTAL ASSETS		768,654	816,391
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	6	73,078	62,384
Short-term provisions	8	6,570	-
Employee benefits	9	70,345	52,436
Other liabilities	7	69,324	126,501
TOTAL CURRENT LIABILITIES		219,317	241,321
NON-CURRENT LIABILITIES			
Employee benefits	9	85,285	70,291
Long-term provisions	8	175,448	237,348
TOTAL NON-CURRENT LIABILITIES		260,733	307,639
TOTAL LIABILITIES		480,050	548,960
NET ASSETS		288,604	267,431
EQUITY			
Retained earnings		288,604	267,431
TOTAL EQUITY		288,604	267,431

The accompanying notes form part of these financial statements.

Darwin Community Legal Service Incorporated

Statement of Cash Flows
For the Year Ended 30 June 2012

	Note	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts for services		2,244	1,407,209
Other operating accounts		7,166	-
Payments to employees		(1,102,740)	-
Payments to suppliers		(501,216)	(1,711,192)
Interest received		39,768	45,361
Recurrent grants recieved		1,468,285	-
Net cash provided by (used in) operating activities	10	<u>(86,493)</u>	<u>(258,622)</u>
 Net increase (decrease) in cash and cash equivalents held		(86,493)	(258,622)
Cash and cash equivalents at beginning of year		<u>815,010</u>	<u>1,073,672</u>
Cash and cash equivalents at end of financial year	2	<u><u>728,517</u></u>	<u><u>815,050</u></u>

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Year Ended 30 June 2012

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 committee has determined that the not-for-profit Association is not a reporting entity.

The financial report has been prepared on an accruals 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, over \$5,000 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 benefits

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting year. Employee benefits 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.

(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.

Notes to the Financial Statements

For the Year Ended 30 June 2012

1 Summary of Significant Accounting Policies continued

(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

The Association recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the entity and specific criteria have been met for each of Darwin Community Legal Service Incorporated's activities as discussed below.

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Any consideration deferred is treated as the provision of finance and is discounted at a rate of interest that is generally accepted in the market for similar arrangements. The difference between the amount initially recognised and the amount ultimately received is interest revenue.

Grant revenue

Grant revenue is recognised in the income statement 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.

(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.

(j) Going concern

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

Notes to the Financial Statements

For the Year Ended 30 June 2012

2 Cash and Cash Equivalents

	2012	2011
	\$	\$
Cash on hand	300	146
Cash at bank	728,217	814,865
Cash at bank and in hand	728,517	815,011

3 Trade and Other Receivables

	2012	2011
	\$	\$
Trade receivables	-	880
Deposits	500	500
GST receivables	15,017	-
Total current trade and other receivables	15,517	1,380

4 Property, Plant and Equipment

Furniture, fixture and fittings		
At cost	13,636	13,636
Accumulated depreciation	(13,636)	(13,636)
Total property, plant and equipment	-	-

5 Other Assets

	2012	2011
	\$	\$
Prepayments	22,310	-
Accrued income	2,310	-
	24,620	-

6 Trade and Other Payables

	2012	2011
	\$	\$
Trade payables	18,936	29,461
Deposits	548	-
GST payable	5,569	-
Accrued expenses	23,408	32,922
Superannuation payable	10,159	-
PAYGW payable	14,458	-
	73,078	62,383

Darwin Community Legal Service Incorporated

Notes to the Financial Statements

For the Year Ended 30 June 2012

7 Other Liabilities

	2012	2011
	\$	\$
Unexpended grants - other	45,458	72,971
Unexpended grants - Attorney General's Department	23,866	53,530
	<u>69,324</u>	<u>126,501</u>

8 Provisions

	2012	2011
	\$	\$
CURRENT		
Provision for AGM/ Annual report	6,570	-
	<u>6,570</u>	<u>-</u>
	2012	2011
	\$	\$
NON-CURRENT		
Provision for capital assets	52,701	27,310
Management services	122,747	210,038
	<u>175,448</u>	<u>237,348</u>

9 Employee Benefits

	2012	2011
	\$	\$
CURRENT		
Annual leave provision	70,345	52,436
	<u>70,345</u>	<u>52,436</u>
	2012	2011
	\$	\$
NON-CURRENT		
Long service leave	19,989	23,917
Provision for redundancy	65,296	46,374
	<u>85,285</u>	<u>70,291</u>

Notes to the Financial Statements

For the Year Ended 30 June 2012

10 Cash Flow Information

(a) Reconciliation of cash

	Note	2012 \$	2011 \$
Cash at the end of the financial year as shown in the is reconciled to items in the statement of financial position as follows:			
Cash and cash equivalents	2	<u>728,517</u>	<u>815,010</u>

(b) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

	2012 \$	2011 \$
Profit for the year	21,173	230,937
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- depreciation	-	1,251
Changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries:		
- (increase)/decrease in trade and other receivables	(14,135)	2,540
- (increase)/decrease in prepayments	(24,621)	-
- increase/(decrease) in trade and other payables	(46,483)	(531,308)
- increase/(decrease) in provisions	(55,329)	-
- increase/(decrease) in employee benefits	32,902	37,958
Cashflow from operations	<u>(86,493)</u>	<u>(258,622)</u>

Darwin Community Legal Service Incorporated

Committee's Declaration

In our opinion:

1. the accompanying financial report as set out on pages 2 to 9, 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 2012 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 made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:

President. 
Colleen Atkinson - Chairperson

Treasurer. 
Frieda Evans - Treasurer

Dated 6.10.12

Independent Audit Report to the members of Darwin Community Legal Service Incorporated

Report on the 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 2012, the income statement and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the committees' report.

Committees' Responsibility for the Financial Report

The committee of Darwin Community Legal Service Incorporated are 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 its constitution and is appropriate to meet the needs of the members. The committees' responsibility also includes such internal control as the committee determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We 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

Income

It is not practical for the Association to establish accounting controls over all sources of 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.

Independent Audit Report to the members of Darwin Community Legal Service Incorporated

Basis of accounting

Three 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 2012 relating to these three funding agreements is \$1,001,580, a further \$23,866 has been disclosed as an unexpended grant liability at 30 June 2012.

Comparative balance

We have been unable to obtain sufficient appropriate audit evidence to satisfy ourselves as to the completeness and/or accuracy of the comparative balances disclosed in the financial report.

Qualified Opinion

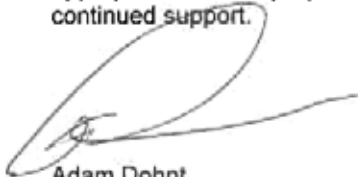
In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial report presents fairly, in all material respects, the financial position of Darwin Community Legal Service Incorporated as at 30 June 2012, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and Associations Act of the Northern Territory 2003 and its constitution.

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 the Associations Act of the Northern Territory 2003. As a result, the financial report may not be suitable for another purpose.

Going Concern

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: 16 October 2012

Darwin Community Legal Service Incorporated
For the Year Ended 30 June 2012

Disclaimer

The additional financial data presented on 13 - 29 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 2012. 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: 16 October 2012

Darwin Community Legal Service Incorporated
For the Year Ended 30 June 2012

Income and Expenditure Statement

	2012 \$	2011 \$
Income		
Sale of goods	1,364	1,424
Interest income	42,078	45,361
Member subscriptions	186	159
Donations	895	3,100
Recoveries	6,021	5,357
Commonwealth grants	586,951	828,697
Aged and Disability Rights Team grants	563,284	673,699
Other grants	375,032	103,530
Other income	258	594
Total income	1,576,069	1,661,921
Less: Expenses		
Accounting fees	11,470	12,425
Advertising	34,210	30,698
Auditors remuneration	6,000	7,500
Bank charges	569	829
Cleaning	10,354	8,034
Computer expenses	4,648	16,116
Conference/Seminar costs	29,469	23,521
Consulting and professional fees	46,983	54,014
Depreciation	-	1,364
Electricity and water	-	2,551
Equipment < \$5,000	19,395	40,478
Freight and cartage	709	1,076
Insurance	3,744	16,809
Lease rentals on operating lease	141,608	135,119
Leave pay	32,903	13,806
Meetings and functions	8,164	10,802
Memberships	8,945	8,283
Motor vehicle expenses	25,391	27,310
Postage	1,679	2,771
Printing and stationery	12,483	18,209
Repairs and maintenance	16,652	14,800
Salaries	985,785	996,304
Staff training	2,301	7,043
Subscriptions	1,294	3,374
Sundry expenses	26,158	25,224
Superannuation contributions	86,240	86,835
Telephone and fax	16,748	14,831
Travel	20,994	60,896
Total Expenses	1,554,896	1,641,022
Profit or (loss)	21,173	20,899

Job Reports

Auditor's Certification

Name of Organisation: Darwin Community Legal Service Incorporated

Financial Year Period: 01 / 07 / 2011 to 30 / 06 / 2012

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 2010-2013) 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

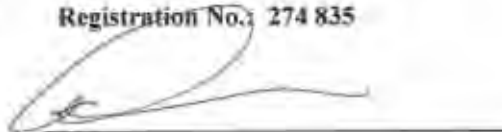


No

If Yes:

Registration No.: 274 835

Signature:



Date:

16 / 10 / 2012

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Generalist Legal Service

Detail	2011/2012	2010/2011
CLSP INCOME		
Surplus/Deficit from previous years:		
Surplus GLS reportable programs	\$83,790	\$162,433
Commonwealth	\$346,954	\$341,156
State	\$0	\$0
Service Generated Income:		
Interest	\$6,732	\$13,095
Total CLSP Income	\$353,686	\$354,251
Approved Capital Expenditure:		
CLSP General Purpose Income	\$437,476	\$647,441
CLSP EXPENSES		
Salaries	\$247,225	\$399,052
Superannuation	\$21,202	\$32,211
On Costs	\$0	\$0
Rent	\$23,193	\$35,446
Repairs & Maintenance	\$252	\$206
Other Premises Costs	\$1,520	\$2,699
Staff Training	\$3,246	\$6,966
Staff Recruitment	\$1,852	\$3,913
Communications	\$3,668	\$4,868
Office Overheads	\$4,565	\$9,014
Insurance	\$815	\$1,842
Finance, Audit & Accounting Fees	\$8,059	\$13,947
Library, Resources & Subscriptions	\$2,182	\$3,579
Travel	\$7,097	\$15,145
Programming and Planning	\$13,203	\$12,230
Client Disbursements	\$120	\$66
Leases	\$773	\$1,472
Minor Equipment	\$4,251	\$12,876
Depreciation	\$10,000	\$8,119
Other	\$65,547	\$0
Salary and Related Expenses	\$268,427	\$431,263
Total Operating Expenses	\$150,343	\$132,388
Total CLSP Expenses	\$418,770	\$563,651
Surplus/Deficit for Current Year	-\$65,084	-\$209,400
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$18,706	\$83,790

OTHER INCOME		
Total Funds Received from Other Bodies	\$813,676	\$589,308
Total Funds Received from Other Bodies for non-CLSP/CLSI Activities	\$0	\$0

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Disability Discrimination Service

Detail	2011/2012	2010/2011
CLSP INCOME		
Surplus/Deficit from Previous Years	-\$29,236	\$12,603
Commonwealth	\$83,488	\$82,092
State		
Service Generated Income:		
Interest	\$2,273	\$2,335
Total CLSP Income	\$85,761	\$84,427
Approved Capital Expenditure:	\$0	\$0
CLSP General Purpose Income	\$56,525	\$97,030
CLSP EXPENSES		
Salaries	\$54,617	\$92,119
Superannuation	\$4,695	\$7,513
On Costs	\$0	\$0
Rent	\$5,582	\$4,434
Repairs & Maintenance	\$61	\$26
Other Premises Costs	\$366	\$338
Staff Training	\$3,606	\$2,559
Staff Recruitment	\$496	\$951
Communications	\$883	\$609
Office Overheads	\$1,102	\$1,133
Insurance	\$196	\$296
Finance, Audit & Accounting Fees	\$1,939	\$1,750
Library, Resources & Subscriptions	\$190	\$1,934
Travel	\$2,013	\$5,209
Programming and Planning	\$5,841	\$2,070
Client Disbursements	\$7	\$6
Leases	\$186	\$184
Minor Equipment	\$1,017	\$2,677
Depreciation	\$0	\$2,458
Other	-\$29,236	\$0
Salary and Related Expenses	\$59,312	\$99,632
Total Operating Expenses	-\$5,751	\$26,634
Total CLSP Expenses	\$53,561	\$126,266
Surplus/Deficit for Current Year	\$32,200	-\$41,839
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$2,964	-\$29,236

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Welfare Rights Service

Detail	2011/2012	2010/2011
CLSP INCOME		
Surplus/Deficit from Previous Years	-\$36,311	\$9,272
Commonwealth	\$61,872	\$60,840
State		
Service Generated Income:		
Interest	\$1,270	\$1,730
Total CLSP Income	\$63,142	\$62,570
Approved Capital Expenditure:	\$0	\$0
CLSP General Purpose Income	\$26,831	\$71,842
CLSP EXPENSES		
Salaries	\$40,370	\$81,772
Superannuation	\$3,365	\$7,177
On Costs	\$0	\$0
Rent	\$4,136	\$3,286
R & M Premises	\$45	\$19
Other Premises Costs	\$271	\$250
Staff Training	\$3,363	\$1,021
Staff Recruitment	\$367	\$705
Communications	\$654	\$452
Office Overheads	\$809	\$883
Insurance	\$145	\$219
Finance, Audit & Accounting Fees	\$1,437	\$1,297
Library, Resources & Subscriptions	\$811	\$2,829
Travel	\$1,493	\$2,507
Programming and Planning	\$2,783	\$1,287
Client Disbursements	\$5	\$5
Leases	\$138	\$136
Minor Equipment	\$754	\$2,486
Depreciation	\$0	\$1,822
Other	-\$36,311	\$0
Salary and Related Expenses	\$43,735	\$88,949
Total Operating Expenses	-\$19,100	\$19,204
Total CLSP Expenses	\$24,635	\$108,153
Surplus/Deficit for Current Year	\$38,507	-\$45,583
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$2,196	-\$36,311

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Family Relationships Centre

Detail	2011/2012	2010/2011
CLSP INCOME		
Surplus/Deficit from Previous Years	\$35,286	\$55,385
Commonwealth	\$56,328	\$27,691
State		
Service Generated Income:		
Interest	\$1,636	
Total CLSP Income	\$57,964	\$27,691
Approved Capital Expenditure:	\$0	\$0
CLSP General Purpose Income	\$93,250	\$83,076
CLSP EXPENSES		
Salaries	\$76,615	\$36,597
Superannuation	\$4,457	\$1,754
On Costs	\$0	\$0
Rent	\$6,065	\$4,488
R & M Premises	\$66	\$26
Other Premises Costs	\$398	\$342
Staff Training	\$0	\$0
Staff Recruitment	\$0	\$0
Communications	\$959	\$595
Office Overheads	\$1,187	\$1,111
Insurance	\$213	\$187
Finance, Audit & Accounting Fees	\$2,108	\$1,762
Library, Resources & Subscriptions	\$0	\$0
Travel	\$408	\$652
Programming and Planning	\$572	\$90
Client Disbursements	\$0	\$0
Leases	\$202	\$186
Minor Equipment	\$0	\$0
Depreciation	\$0	\$0
Other	\$0	\$0
Salary and Related Expenses	\$81,072	\$38,351
Total Operating Expenses	\$12,178	\$9,439
Total CLSP Expenses	\$93,250	\$47,790
Surplus/Deficit for Current Year	-\$35,286	-\$20,099
Actual Capital Exp in Current Year	\$0	\$0
Surplus/Deficit for New Financial Year	\$0	\$35,286

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Tenants Advice Service Grant

Income	
Tenants Advice Service Grant	\$260,000
TAS Unexp Grant B/Fwd Prev Yr	\$8,568
Interest Earned	\$3,909
Total Income	\$272,477
Expense	
Wages & Salaries	\$176,069
Tfr to Prov for Redundancy	\$214
Annual Leave/Tfr to Provisions	-\$1,384
Superannuation	\$15,120
Org Management Services Exp	\$69,516
Staff Training & Development	\$688
Conferences (Incl Travel & Ac)	\$5,537
Staff Recruitment & Advertising	\$327
Library Purchases	\$233
Memberships	\$84
Practicing Certificates	\$1,945
Travel/Service Delivery	\$483
Prog Advert/Marketing/Publicat	\$773
Service Del Resource Product	\$113
Service Delivery Costs	\$13
Minor Equipment <\$5000	\$355
MV Replacement/Tfr to Prov'n	\$2,391
Total Expense	\$272,477
Net Profit (Loss)	\$0

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Law Handbook

Income	
Law Hand Book Sales	\$1,364
Law H'Book Surplus Tfr <FYR	\$17,740
Law H'Book Surplus Tfr >FYR	-\$19,131
Other Costs Recovered	\$27
Total Income	\$0
 Expense	
Total Expense	\$0
Net Profit (Loss)	\$0

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
Aged & Disability Rights Team
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: DoHA Funding Acquittal

Income	
Interest Earned	\$6,153
ADRT/DoHA/Aged Care Grant	\$154,707
Total Income	\$160,860
 Expense	
Wages & Salaries	\$75,149
Contractors/Consultants	\$829
Tfr to Prov for Redundancy	\$3,619
Annual Leave/Tfr to Provisions	\$1,515
Long Serv Lv/Tfr to Provisions	-\$2,400
Superannuation	\$6,766
Org Management Services Exp	\$56,719
Staff Training & Development	\$535
Conferences (Incl Travel & Ac)	\$2,894
Staff Recruitment & Advertising	\$81
Telephone	\$57
Stationery/Consumable/P'Copier	\$60
Memberships	\$447
Practicing Certificates	\$546
Travel/Service Delivery	\$2,537
Accommodation/Service Delivery	\$1,813
Motor Vehicle Running Expenses	\$116
Prog Advert/Marketing/Publicat	\$2,537
Promotional Products	\$2,432
Service Del Resource Product	\$3
Service Delivery Costs	\$251
Client Disbursements	\$13
Minor Equipment <\$5000	\$242
Software	\$37
MV Replacement/Tfr to Prov'n	\$4,063
Total Expense	\$160,860
Net Profit (Loss)	\$0

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
Aged & Disability Rights Team
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: NT Department of Health and Families Funding Acquittal

Income	
Interest Earned	\$4,346
ADRT/NT Dept Health & Families	\$51,912
ADRT/HACC Grant	\$57,371
Total Income	\$113,629
 Expense	
Wages & Salaries	\$53,084
Contractors/Consultants	\$585
Tfr to Prov for Redundancy	\$2,556
Annual Leave/Tfr to Provisions	\$1,070
Long Serv Lv/Tfr to Provisions	-\$1,698
Superannuation	\$4,779
Org Management Services Exp	\$40,065
Staff Training & Development	\$378
Conferences (Incl Travel & Ac)	\$2,044
Staff Recruitment & Advertising	\$57
Telephone	\$40
Stationery/Consumable/P'Copier	\$42
Memberships	\$316
Practicing Certificates	\$386
Travel/Service Delivery	\$1,792
Accommodation/Service Delivery	\$1,281
Motor Vehicle Running Expenses	\$82
Prog Advert/Marketing/Publicat	\$1,792
Promotional Products	\$1,718
Service Del Resource Product	\$2
Service Delivery Costs	\$177
Client Disbursements	\$9
Minor Equipment <\$5000	\$171
Software	\$26
MV Replacement/Tfr to Prov'n	\$2,870
Total Expense	\$113,629
Net Profit (Loss)	\$0

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED

Aged & Disability Rights Team

INCOME & EXPENDITURE REPORT

Reporting Period: July 2011 To June 2012

PROGRAM: FaHCSIA Funding Acquitlal

Income	
Interest Earned	\$4,644
ADRT/FaHCSIA Disab Serv Grant	\$116,774
ADT/FaHCSIA East Arnhem Grant	\$167,001
Total Income	\$288,419
Expense	
Wages & Salaries	\$124,874
Contractors/Consultants	\$626
Tfr to Prov for Redundancy	\$2,731
Annual Leave/Tfr to Provisions	-\$287
Long Serv Lv/Tfr to Provisions	-\$1,812
Superannuation	\$11,093
Rent - Gove Office	\$31,469
Cleaning Supplies/Gardening	\$1,488
Org Management Services Exp	\$94,580
Staff Training & Development	\$569
Conferences (Incl Travel & Ac)	\$3,885
Staff Recruitment & Advertising	\$137
Telephone	\$232
Stationery/Consumable/P' Copier	\$314
Courier Service/Freight	\$109
Postage	\$20
Memberships	\$338
Practicing Certificates	\$412
Travel/Service Delivery	\$4,500
Accommodation/Service Delivery	\$1,641
Motor Vehicle Running Expenses	\$2,022
Prog Advert/Marketing/Publicat	\$1,955
Promotional Products	\$1,836
Service Del Resource Product	\$1,902
Service Delivery Costs	\$189
Client Disbursements	\$10
Minor Equipment <\$5000	\$491
Software	\$28
MV Replacement/Tfr to Prov'n	\$3,067
Total Expense	\$288,419
Net Profit (Loss)	\$0

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: FaHCSIA 2010/2011 Year Surplus

Income	
Unexp Grant B/Fwd Prev Yr	\$23,519
Total Income	\$23,519
Expense	
Wages & Salaries	\$21,577
Superannuation	\$1,942
Total Expense	\$23,519
Net Profit (Loss)	\$0

PROGRAM: FaHCSIA Disability Grant

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DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Advocacy Certification

Income	
Unexp Grant B/Fwd Prev Yr	\$7,000
Total Income	\$7,000
Expense	
Wages & Salaries	\$6,422
Superannuation	\$578
Total Expense	\$7,000
Net Profit (Loss)	\$0

DARWIN COMMUNITY LEGAL SERVICE INCORPORATED
INCOME & EXPENDITURE REPORT
Reporting Period: July 2011 To June 2012

PROGRAM: Human Rights Aussie Rules

Income	
Unexp Grant Deferred >FYR	-\$11,327
Unexp Grant B/Fwd <FYR	\$7,500
Human Rights ECLC Project	\$7,500
Total Income	\$3,673
Expense	
Contractors/Consultants	\$1,416
Travel/Service Delivery	\$527
Accommodation/Service Delivery	\$1,514
Service Delivery Costs	\$216
Total Expense	\$3,673
Net Profit (Loss)	\$0