



Federation of Community Legal Centres (Vic) Inc.

FCLC <<<<

ANNUAL REPORT 2003/04

>>>> **FCLC**

www.communitylaw.org.au

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Management

COMMITTEE REPORT

The Coordinating Committee, recently renamed the Management Committee, has faced an interesting and challenging year with significant staff changes, change of premises, organisational changes, as the Strategic Plan continues to be implemented and considerable communication from Victoria Legal Aid in relation to compliance of the sector to funding agreements.

Despite these challenges the Federation has continued to move forward and be involved in a range of law reform activities in partnership with many other players in the justice arena.

This has only been possible due to the dedication and effort of Federation staff and the phenomenal effort put in by members (on top of their already busy roles in their individual legal centres) through their involvement in Working Groups and Management groups.

The Federation remains linked to the community through these groups and enables it to stand firm to its commitment to social justice and disadvantaged members of our community.

The sector received a 2.5% increase in funding from the state government, announced in June 2004. In addition, there was continued commitment to payment of the sector's ADSL broadband Internet access, access to the electronic library resources, continued free access for CLC staff to an Employee Assistance Program and further assistance for the Federation Website and IT support.

PLANNING

Implementation of the Federation Strategic Plan continues. Changes to the Constitution were made to reflect the name changes to the Management Committee and the Members Meeting, frequency of Members Meetings.

The two standing groups have recently been endorsed by members and have had or are about to have their inaugural meetings. The Sector Development Standing group has subsumed many of the members and functions of the Program Development Committee.

The Justice Initiatives Standing Group takes over the previously run Combined Working Group Meetings and looks at priorities of the Federation in this area.

Staff and Committee of the Federation held two half-day planning sessions facilitated by a consultant. A comprehensive workplan was developed for the next three years incorporating all aspects of the Strategic Plan.



PROJECTS

- The Federation website has continued to develop and thanks to the efforts of the IT Working Group additional funding has been secured to further develop the site and centre websites. A big thank you to the Victorian Law Foundation for their financial support.
- The Victoria Law Foundation Fellowship program was launched offering an opportunity for a member to undertake a project, research or study to benefit the sector.
- An extensive State Budget Submission was made to the Justice Department drawing on the work of the National Association that highlights the inequity in salaries and working conditions for staff in CLCs compared to those employed in government agencies and in the private profession. Thanks to Margaret Camilleri for her input into this document.
- Considerable involvement in the Attorney-General's consultation on the proposed Justice Statement.
- ChangeXChange project. This was funded by the Reichstein Foundation and auspiced by the Federation. The work was carried out by the changxchange committee in conjunction with SKA TV. They held a very successful pilot session on activism and produced a training folder on community campaigns and advocacy skills. Thanks to Mandy Bathgate for her efforts in this area.
- Members have been offered counselling and critical incident debriefing through the Employment Assistance Scheme. Thanks to VLA for their assistance and funding in this regard.
- Achievement of a deal with the Law Institute Victoria to ensure all lawyers in CLCs are members, for a considerable cut-price rate. Grateful thanks to LIV for successful negotiations with the Federation.
- Further development of Federation Policies and Procedures
- Meetings with the Department of Justice in relation to the Attorney-General's Justice Statement.



NATIONAL CONFERENCE IN HOBART 2003

Staff and Committee Members joined members from around the state to participate in the conference Peace Justice Community, held in Hobart 1 – 3 September 2003.

Two centres from Melbourne were heavily involved in the organisation. Well done to Annie Nash and staff from North Melbourne and Youthlaw for their hard work.



Group photo



Karen Milgrom, Flora Cuplan, Belinda Lo, Rebecca Smith and Helen Yandell

STATE CONFERENCE - 24TH AND 25TH JUNE 2004

Another very successful conference was held at Trades Hall in June 2004. A record 24 sessions were offered to participants, the website was launched, the new premises officially opened and new brochures designed and printed to mark the occasion. An inaugural combined VLA/CLC Forum was held, aimed at the sharing of information between staff as well as an opportunity for staff to get to know each other and build collaborative working relationships. Another enjoyable conference dinner was held on the Thursday night. Many thanks to the Organising Committee for their tremendous time and effort in organising the Conference. Thanks Mishelle Predika, Karen Milgrom, Sam Biondo, Richard Duffy, Debbie Kirkwood, Marie Collard and Liz McKeag.



SUBMISSIONS

The Federation has a distinctive role to play in the presentation of submissions to government on government proposals to reform laws or processes. Much of this work is done by Federation staff and working group members.

Submissions made during the past 12 months have included:

- Submission and oral presentation to the Parliamentary Inquiry into 50:50 Joint Custody.
- Submission to government and involvement in the Consumer Affairs Victoria – Working Together Forum, looking at changes to community-based consumer support services.
- Submission to the Tax Board on the Charities Bill.
- Submission to Federal Government on the Exposure Draft of a Request for Tender for the Purchase of Legal Services for Indigenous Australians released by the Aboriginal and Torres Strait Islander Services (ATSIS) on 4 March 2004.
- Submission to the Senate Legal Aid and Access to Justice Inquiry.
- Submission to the Victorian Law Reform Commission's Sexual Offences Interim Report.
- Submission to the Victorian Office of Multicultural Affairs on Language Services to Newly Arrived and Isolated Communities.
- Submission to the Victoria Law Reform Commission's Homicide Options Paper.

NEW MEMBERS

The Federation welcomed new members:

- Aboriginal Family Violence Prevention and Legal Service.
- Communications Law Centre.
- Whittlesea Community Legal Centre.

*Helen Yandell
Western Suburbs Legal Service
Chairperson – Management Committee*



Management Committee

MEMBERS 2003-2004

- Jen Anderson (*Job Watch*)
- Teresa Hall (*Murray Mallee Community Legal Service*)
- Robin Inglis (*Victorian Aboriginal Legal Service*)
- Karen Milgrom (*Coburg/Brunswick Community Legal & Financial Counselling Service*)
- Rachna Muddagouni (*Fitzroy Legal Service*)
- Mishelle Predika (*North Melbourne Legal Service*)
- Helen Yandell (*Chairperson*) (*Western Suburbs Legal Service*)

Federation Office Staff

MEMBERS 2003-2004

Ian Horrocks
Executive Officer (resigned June 2004)

Deborah Kirkwood
Acting Executive Officer/Policy Officer

Deb Davison
Locum Executive Officer (April 2004 – July 2004)

Marie Collard
Financial Administrator

Liz McKeag
Administrator

PROJECT WORKERS

Mandy Bathgate
Margaret Camilleri
Eng Bin (Robin) Chan
Rachel Collard
Simone Elias

Shou Min Goh
Kirsty Leighton
Kerrin Panlook
Sally Smith
Steve Womersley

Acknowledgements

The Federation office expresses its thanks and appreciation to the following volunteers. Special thanks to Robin Chan who helped coordinate our move from King Street and to set up our new offices in Trades Hall. His help was invaluable.

VOLUNTEERS

- Robin Chan (December 2003 – present)
- Sonja Gasser (December 2003 – April 2004)
- Emily Hall (December 2003 – March 2004)
- Elisha Olsen (December 2003 – January 2004)

Working Group **REPORTS**



ACCESS TO INTERPRETERS WORKING GROUP

In the 2003/04 financial-year funding was again made available to Community Legal Centres from the Department of Premier and Cabinet and the Department of Justice for the use of interpreters in Centres.

This funding enables non-English speaking clients access to legal information/education within their local communities at no cost to the client. These funds are also used for translation of client's documents and the provision of Auslan interpreters for clients who have a hearing impairment.

The Working Group updated the "survival kit" for interpreter and translation usage in Centres. It was re-launched at the State Conference in June 2004 and Centres will find this publication a valuable resource. The kit explains such mysteries as the difference between TIS (Translating & Interpreting Services) and VITS (Victorian Translating Interpreting Services) and how to contact these services, hints when using an interpreter and pro-forma forms to assist with the monitoring of expenditure and bookings within each Legal Centre.

Thanks go to Suzy Fox and Carmen Tommasi for the work involved in putting the kit together. We are a very small group and without the support, enthusiasm and commitment of this small-dedicated band of people, the group could not function. The group would also like to acknowledge the assistance of Gabriel Fakhri from the Asylum Seeker Resource Centre for sharing her valuable expertise at the State Conference workshop for Interpreters.

The role of the Group is primarily administrative and tasks include allocation of funds to Centres, developing policies and procedures, monitoring usage of interpreters by Centres and dealing with enquiries from Centres in relation to interpreting needs.

Once again our thanks go to the Federation Office for their ongoing support and assistance.

*Pablo Alfredo Gimenez
Darebin Community Legal Centre
Convener Access to Interpreters Working Group*

CHILD SUPPORT WORKING GROUP

The Child Support Working Group (CSWG) comprises child support workers and solicitors from the Geelong, Springvale Monash and Peninsula Community Legal Centres and from Victoria Legal Aid and Springvale Community Aid and Advice Bureau.



The CSWG met quarterly and discussed recent legislation and its implementation, interesting and challenging cases, problems encountered, and contributed to law reform projects. The CSWG was successful in negotiating with Genetic Technologies who agreed to charge \$550 instead of \$660 for paternity tests. Currently we are trying to confirm that legal aid will be provided for clients whose male partners are employed or on a Centrelink income. Past decisions have been variable and we are seeking for uniformity in decisions of Grants Officers, in the affirmative.

A Child Support seminar was organized for the information of solicitors from other community legal centres and financial advisors, which shall contribute to CPD points.

Many thanks to Chantel Veldhoen (Geelong CLC) who was convenor of the Group. Other members are Elsie Stokje (Geelong CLC), Mary Rahilly and Val Stoilkovska (Springvale Monash Legal Service), Celestine Moon and Katrina Haller (Peninsula CLC), Judith Holt (Victoria Legal Aid) and Joyce Nallathamby (Springvale Community Aid and Advice Bureau).

*Katrina Haller
Peninsula Community Legal Centre*

CHILDREN AND YOUTH ISSUES WORKING GROUP

The CYIWG focused in 2003-04 on developing greater capacity within generalist legal centres to address the legal needs of young people. The WG held sessions at the State CLC conference and has worked on the recommendations from that workshop throughout the rest of the year, through regular meetings.

The CYIWG has focused its policy work in on:

- supporting the campaign for a Children and Young People's Commission.
- advocating for reforms to the "privatised passenger transport" ticketing system.
- seeking the long-promised raise in the jurisdiction of the Children's Court to 18 years, and
- working on various issues addressing policing and young people including the Youth Referral and Independent Persons Program.

*Sarah Nicholson
Youthlaw*

COMMUNITY LEGAL EDUCATION WORKERS GROUP

In August 2003 Kylie Smith and Richard Duffy replaced Flora Culpan as convenors of the CLEWS working group.

On behalf of the CLEWS group we would like to thank Flora for all her great work as convenor and her continued willingness to share her considerable experience with working group members.

We would also like to thank all members, for their commitment to keeping the group functioning and active.

Finally, CLEWS thanks Rebecca Boreham from Murray/Mallee who was unanimously supported as the State CLEWS representative for 2004.



Planning meeting

In December 2003 CLEWS undertook a planning session to decide on activities and events for 2004.

Key decisions and priorities include:

- CLEWS meetings should continue to be a place for workers to share information, provide support for each other and develop shared resources.
- CLEWS work should include raising awareness within the sector about the importance of CLE and ways in which CLE projects and ideas can be utilised as preventative law, law reform and social change.
- Working more closely and systematically with other working groups to incorporate CLE into emerging campaigns and projects.
- CLEWS should act as a place to highlight the interaction between the three central aims of the CLC sector – case work, law reform and CLE with equal priority given to each and with community development principles guiding and informing the activity of the CLC sector.
- Lobby for increased support for CLE programs.

Priority Projects for 2004 and the New CLE workers kit

Among the range of potential CLE projects discussed, CLEWS decided to focus on a previously identified project - the "CLE Kit". Primarily the kit will be used for orientation of new CLE workers to the sector, but it will also be designed to have application to assist and inform all CLC workers, committees of management and the communities we work for about CLE.

The kit will provide information about CLE in relation to the CLC sector, working groups, current and past CLE projects, and a comprehensive list of contacts and resource points. The kit will further contain a historical and political overview of CLE and the CLC sector; community development literature and resources; Federation policy and procedures; minimum requirements for CLE; evaluation methods and tools; protocols between CLEWS and VLA; information and contacts from other states; past and current projects and campaigns and useful weblinks and other networks.

CLISIS (Commonwealth data collection system)

CLEWS met with Justin Finighan to discuss the ways in which the CLISIS system doesn't accurately reflect or measure CLE work and CLE projects. This has created some difficulties for CLE workers, as the information collecting process is time consuming, and has little evaluation or planning value. Consequently a new pilot version, designed more specifically around CLE work is currently being trailed.

State Conference 2004

CLEWS members were involved in the coordinating committee for the 2004 conference and are committed to on-going State conference organization because of the education and information sharing benefits the conference offers across the sector.

CLEWS also presented a session in the program "Innovative CLE". The presentation was well received and the innovation theme is continuing at the National conference.



Victoria Legal Aid

Our collaborative relationship with VLA continues in 2004. VLA now attends bi-monthly CLEWS meetings with an hour info sharing session. This has enabled CLEWS to keep informed about VLA business, particularly publication reviews and facilitated an avenue to encourage meaningful consultation with CLCs in recognition of our solid connection with the community and consumers of VLA publications.

VLA has agreed to actively seek our input for their 2005 planning process, however challenges around publication content updates, consultation and resources continue.

To assist in communications and role clarification of VLA staff, Chris Shelley from VLA has developed a CLEWS newsletter for monthly distribution. The newsletter has been a welcome initiative and will hopefully assist the publication review process.

'Am I old enough project'?

Project worker Beth Stolen, (Youthlaw, VLA) initiated CLEWS involvement for the "Am I Old Enough" kit, designed to resource teachers and educators to inform young people about their legal rights via curriculum in schools and community education projects.

There is an on-going need for CLE resources for young people and the kit provides an excellent resource for CLE workers working in schools or with other young people.

CLEWS continues to be involved in reading and trialing material and providing input as to ways in which the information can be tailored to suit diverse groups of young people.

*Kylie Smith - RMIT Union Legal Service
Richard Duffy - Eastern Community Legal Centre*

CORRECTIONS WORKING GROUP

Networking & Representation on Committees

CWG represents the Federation of Community Legal Centres:

- Women's Correctional Services Advisory Committee
- Home Detention Family Violence Working Party
- Briefings to the Office of Women's Policy in the Office of the Premier and Cabinet on correctional issues
- Briefings to the Women's Correctional Policy Unit at Corrections Victoria
- At Corrections Victoria's Stakeholders Meetings

Conferences

Sisters Inside Qld held a conference in Brisbane "Are Prisons Obsolete?" Several members of CWG attended and Amanda George presented a paper on Electronic Home Detention.

Community Legal Education

Individual members of CWG:

- Present regular legal information sessions at Port Phillip Prison;
- Broadcast a correctional issues program called “Doing Time” on Radio 3CR; and
- Are currently preparing a new information and advocacy module to be offered to men at Port Phillip Prison and to the women at Dame Phyllis Frost Centre.



Law Reform

- Submission to the Equal Opportunity Commission Victoria

The CWG and an alliance of aboriginal, disability, housing and mental health groups are in the process of putting together a submission that will “make the Equal Opportunity Commission aware of systemic discrimination against women prisoners”.

We are relying on a section of the Equal Opportunity Act (VIC) that provides that if the EOC becomes aware of systemic discrimination on a prohibited ground, it may initiate an investigation into the matter, even in the absence of a complainant.

This work is part of a national campaign being run simultaneously in almost all Australian states.

- Electronic Home Detention Introduced

Despite CWG’s submission (including many others) to the government, the State Government introduced Electronic Home Detention (EHD) in late 2003 striking “the final blow to the rehabilitative ideal’ (Australian Law Reform Commission Discussion Paper 30, 1987). The first group of prisoners were released from custody to home detention in early 2004.

- Establishment of the Centre for the Human Rights of Imprisoned People

CWG has applied to the Reichstein Foundation for funding for a worker to investigate and conduct research around the establishment of the Centre for the Human Rights of Imprisoned People (CHRIP).

The scope of the proposed CHRIP will extend to everyone in the custody of the State or Federal governments. CWG is seeking to establish alliances with organisations (including CLCs) working in the areas of indigenous issues, immigration, refugees, youth, mental health, disability, discrimination and others.

The function of the proposed CHRIP will include: case-based and cause-based advocacy, awareness raising, public interest litigation, inquests into deaths in custody, pre and post release programs, research and writings.



MILESTONES

- CWG farewelled Amanda George this year ... gone but not lost forever (Amanda is still active in Corrections/CLC work).



Collation of Amanda's activism activities



Simone Elias and Amanda



Amanda, Charandev Singh and Helen Yandell

- Congratulations to Peter Noble who had a baby boy earlier in 2004.

*Arati Vidyasagar
Darebin Community Legal Centre*

HUMAN RIGHTS WORKING GROUP

The HRWG reconvened this year seeking to engage new members following a six month hiatus in which activity was limited to attendance at the Castan Centre for Human Rights' Conference and the Human Rights Day Oration in December 2003. The work of the HRWG in this short time has been discussion based, examining the significant projects undertaken by the group in the past, and identifying work to be completed and priority issues.

The HRWG has identified the following three issues as its priorities for 2004:

- ATSILS / Indigenous legal services
- Immigration Detention and Asylum Seekers and Refugees
- "Terror" laws

The prioritisation of these issues is somewhat self-explanatory in the current political environment.

In early 2004 the Victorian government budgeted \$98 million for "counter-terrorism" measures in addition to the \$114 million set aside for the police. The federal government continues its attempts to introduce legislation creating new "terrorism" offences and allowing a range of new investigative, information collecting and sharing measures. These measures continue to perpetuate an environment where the denial of basic human rights is legitimised and unassailable.

In May 2004 following a two year inquiry, the Human Rights and Equal Opportunity Commission released the report 'A last resort? National Inquiry into Children in Immigration Detention' detailing the numerous and repeated breaches of the human rights of children in detention centres and calling for their release within four weeks. The Department of Immigration and Multicultural Affairs has not disputed the effects such human rights breaches have upon children however continue such practices. The Department also continues its attempts to limit the capacity of asylum seekers to apply for permanent refugee status and to appeal unfavourable determinations and arbitrary detention.

Less publicly and more insidiously, the federal government has been undertaking measures to reform the provision of indigenous legal services by proposing to tender out Aboriginal and Torres Strait Islander Legal Services (ATSILS). The policy of tendering out legal services for indigenous Australians will have a detrimental impact on the indigenous community and the accessibility of legal services to indigenous Australians. The government has ignored the unanimous opposition to the proposals. The HRWG supported the lobbying campaign in urging the government to reverse the policy of tendering out legal services and maintain the funding to the existing ATSILS.

An additional priority of the HRWG is to edit and update the report produced in 2002 - 'Right Off: The Attack on Human Rights in Australia' - with a focus on the above issues. The reproduction of the report intends to inform submissions to the UN in its call for reports on Australia's compliance with various International Conventions, and to support the use of human rights within our daily work.





Human Rights is often viewed as an obscure discourse. The underlying tenet of the HRWG's current work is the need for human rights language to be broken down and made accessible. While the use of human rights as a language has grown in recent times the government's denigration of its purposes, with proposals to maintain our civil rights by refusing entry to 'illegal immigrants' and by arbitrarily removing the rights of 'suspected terrorists', has led to an environment where a resort to human rights in the absence of other legal protections has become ineffective.

Kate Allan
Consumer Credit Legal Service

INFORMATION TECHNOLOGY WORKING GROUP (COMMUNITY LAW WEBSITE)

After several years in gestation, Community Law (the Federation's new website) was finally launched at this year's State Conference. The site now has comprehensive and accessible information on CLC resources and activities in Victoria. Several CLCs have adopted Community Law subwebs, including several CLCs who have migrated to Community Law from existing websites in order to take advantage of easy, cost-free site maintenance.

In recent months, traffic to the site has seen a steady increase and content has been enhanced and extended. Victoria Law Foundation funding has allowed the Federation to investigate future content and infrastructure developments and ongoing funding and support arrangements. The Federation would like to thank Victoria Legal Aid and Victoria Law Foundation for their funding support. www.communitylaw.org.au

Steve Womersley
Project Worker

POLICE ISSUES GROUP

The Police Issues Group has reconvened.

The Group will revisit pre-existing aims and objectives and raise awareness and levels of concern within the community legal sector.

Areas of concern are:

- Policing issues generally including;
- Sniffer Dogs currently being employed by Victoria Police in Footscray and Russell Street, Melbourne. Concern exists regarding their use in other localities.
- Stun Guns/Tasers.
- Establishment of Crime Commission.
- Bail – Exclusion Zones and Permission Cards.

Lee Hurlston
North Melbourne Legal Service

PROGRAM DEVELOPMENT WORKING GROUP

Another busy year for Program Development Working Group (PDWG) with the ongoing issues of Budget Submissions and National Association of Community Legal Centres (NACLCs) fees blending with new initiatives and a few issues from left field.



Again much work was dedicated to the preparation of the State Government Budget Submission, which was undertaken by Margaret Camilleri and overseen by PDWG.

The Submission primarily sought money for:

- A new and fairer funding formula for CLCs
- Maintenance of Broadband
- Butterworths Electronic Library
- OSA Counselling Services
- Intervention Order Court Support funding
- A sector development and support unit to increase Secretariat capacity
- A Centre for the Human Rights of Imprisoned Persons
- Additional funding for Outer metro CLCs to extend outreach services.

Other issues touched on by the work of the PDWG were:

- The implementation of the Federation Strategic Plan.
- Initiating the OSA debriefing and Counselling service for CLCs.
- CLC/VLA issues and relationships including the thorny issue of Centre Compliance and responding to VLA concerns.
- NACLCs fees.
- Supporting workers and agencies in relation to the Tenancy and Consumer Support Redevelopment by Consumer Affairs Victoria and the Department.
- Responding to the development of the Attorney General's Justice Statement.
- Computer training for workers (Excel).
- Negotiations in respect of the MECA agreement with the ASU and State Government.
- Lobbying with respect to the State Government Budget Submission.

During the year Jenny Blakey resigned as Convenor and Marcus Williams took up the role. Special thanks go to Jenny for her work and support over many years in the CLC sector. Sadly other regular contributors to the working group also moved on including Patricia Lauria who put in a lot of work in the working group over an extended time.

Other contributors to the working group were:

- Mandy Bathgate (Federation Office), Sam Biondo (Fitzroy Legal Service), Helen Constas (Peninsula CLC), Suzy Fox (St. Kilda Legal Service), Jackie Galloway (Peninsula CLC), Ian Horrocks (Federation Office), Robin Inglis (VALS), Debbie Kirkwood (Federation Office) Patricia Lauria (Eastern CLC), Kirsty Leighton (Brimbank Melton CLC). Beth Mellick (EDO), Elsje van Moorst (Geelong CLC), Lynise Pamment (Mental Health LC), and Rachna Muddagouni (Fitzroy LS). Thanks also to Liz McKeag and Marie Collard at Federation for their support.

This financial year will be the last for the Program Development Working Group in its current form as a result of the implementation of the Federation Strategic Plan and more specifically the formation of the Sector Development Standing Committee.

Marcus Williams
Footscray Community Legal Centre



REFUGEE AND IMMIGRATION WORKING GROUP

The main focus of this working group over the past year has been on refugee/asylum - seeker issues and in particular, issues relating to holders of Temporary Protection and Humanitarian Visas.

At our Planning Day, we identified 5 key activity areas, which are listed below, with the corresponding initiatives the WG has engaged in over the year.

1. Temporary Protection Visas

- Organised a duty lawyer service at the Asylum Seekers Resource Centre (ASRC) – now located in West Melbourne to provide general, non-immigration casework to asylum-seekers.
- Worked on a letter to all CLC Chairpersons explaining how generalist CLCs can help asylum-seekers.
- Worked closely with RILC to get more services set up to help people on TPV's gain permanent residence, such as Coburg-Brunswick's TPV legal project and North Melbourne's service.
- Involvement in Youthlaw/Council for Multi-cultural Youth campaign around the problem of refugee young people receiving PERIN fines on public transport system.

2. Detention Issues

- Spoke to Nicola Roxon MP from the ALP when she was in charge of Immigration issues about our opposition to ALP policy, particularly their support for mandatory detention and TPVs
- Monitoring of issues around detention.

3. Lobbying – leading up to Federal Election

- see above
- Working with the Refugee Speaker's Group to assist them in their project of getting refugee speakers out to marginal electorates. Liaison between RSG and CLCs in marginal electorates.
- Met with Tiffany Overall from A Just Australia re: their State-wide political campaign.

4. Women's Issues

- Arranged for Mary-Jane Ierodiaconou to speak on "The Invisible Women" report by Feminist Lawyers and WRANA on gender-based persecution claims by women asylum seekers, at State Conference.
- Participation in Asylum Seeker Women's Forum that set up a coalition of women's and other groups working on law reform (particularly around domestic violence and gender-based persecution) and service provision for women asylum seekers.
- Participation in Forum "Exploring Strategies to Increase Awareness of Sexual Assault in Non-English Speaking Background Communities.

5. Collaboration / Networking

- Meetings with Refugee Council, A Just Australia, and Refugee Speaker's Group.
- Worked with Access to Interpreters Working Group to organise a training workshop for State Conference on working with interpreters.
- Organised a case-work information-sharing meeting for all CLCs that offer migration services.
- Acting as convener of the National Refugee Network for National Conference.

*Karen Milgrom
Coburg/Brunswick Community Legal & Financial Counselling Centre*

RURAL REGIONAL AND REMOTE NETWORK

The RRR Network provides support to Centres who are challenged, firstly, in finding out the needs of diverse cultural and geographical communities and secondly, in discovering a method of meeting those needs with limited resources. During bimonthly meetings we share information about innovative modes of working with our communities and ways to do it better.

A major event for RRR in the past 12 months was an Open Space Forum conducted in Melbourne on April 30th. The forum addressed the question 'What work do RRR Centres do and what should we be doing?' The question was answered by 'sharing our knowledge experiences and information to help us to do it better'. Workers attended the forum from all RRR centres and enjoyed meeting 'the voice at the other end of the telephone'. Many useful and positive connections were made. The agreed priorities for Centres were law reform, effective outreach programs and family law. Workers volunteered to join groups to further these priorities in the future.

The RRR Network has been involved in several ventures in the last 12 months. The Network saw the fruition of a project, resourced by Geelong CLC, which included a Specialist CLC poster and booklet. The poster and booklet are able to be adapted by individual RRR Centres to include specific information for their communities and are most useful. Also, a RRR Conference was convened by the Consumer Law Centre Victoria, resulting in the Consumer Law Centre conducting outreach and training in various rural areas. Those areas have been appreciative of the outreach project.

Members of the Network have collectively, and individually, contributed to various working groups and law reform activities, and will continue to do so.

*Jane Anderson
Convenor, RRR Network
Gippsland Community Legal Service*

SOCIAL SECURITY WORKING GROUP

The Federation's SSWG met four times in the last year. The group, whilst small, includes workers from Flemington-Kensington CLC, Youthlaw, Geelong Welfare Rights (based at Geelong CLC) and the Welfare Rights Unit. The group had one meeting with staff from Victoria Legal Aid's (VLA's) "Social Security Clinic" for a presentation by the Department of Employment and Workplace relations (DEWR) on the 'Job Network 3'.

After a review of its strategic aims, the group decided to morph into a more 'project focussed' working group and has identified a number of issues that will come into fruition in the fullness of time.

The great majority of CLC clients are in receipt of some sort of social security payment and therefore the issues that affect social security are of vital importance to our clientele.

*Peter Horbury
Convenor – Social Security Working Group
Welfare Rights Unit*





VIOLENCE AGAINST WOMEN AND CHILDREN WORKING GROUP

There is a great deal currently happening in the area of family violence and the working group has been a key contributor to the process. We continue to have representatives on the following committees:

Joanna Fletcher

Statewide Steering Committee to Reduce Family Violence (SSCRFV)

Flora Culpan

Family Violence Court Reference Group

Belinda Lo

Men's behaviour Change Program Pilot Project

Melissa Morgan

Statewide Committee to reduce Violence in the Workplace

Debbie Kirkwood

Statewide Steering Committee to Reduce Sexual Assault (SSCRSA)

Karen Milgrom

Professional and Community Education Subcommittee of SSCRfV

Jacinta Maloney

Prevention and Community Education Subcommittee (SSCRSA)

State Conference 2004

VAW&C conducted a workshop at the State Conference- 'The relationship between Victoria's Family Violence laws and CLCs'. This workshop focused on strategies for the Federation to establish themselves as key players in the impending Family Violence reforms in Victoria. It highlighted the need to document our current status in providing Intervention Order Court Support Services. A recommendation that came from this workshop was to seek funds for a project worker to assist in the documentation process.

Victorian Law Reform Commission

The Victorian Law Reform Commission has attended a number of working group meetings in relation to the review of the Crimes Family Violence Act. These have been useful consultations and gave the opportunity to highlight a number of concerns within the current system in relation to the existing Court and legal system.

Joint Custody

Jacinta Maloney, Karen Milgrom, Flora Culpan and Belinda Lo wrote a submission against the Federal Government's inquiry into the proposed "Joint Rebuttable Custody" amendments to the Family Law Act. The Working Group's submission focussed on the effects that domestic violence has against women and children in the family, and how a presumption of joint rebuttable custody would only work to further place women and children at risk. Over 1200 submissions were received by the Federal Government in relation to this matter. The Government is now considering a "one-stop-shop" whereby a separate body may be responsible for dealing with 'less complex' children's residence and contact matters. The Working Group strongly opposes this proposed development.

Letter to AFL

Donna Dohnt wrote a letter to the Australian Football League in relation to the pitiable manner in which the AFL has responded to allegations of sexual assault. The AFL's response was that they have reviewed their education programs, rules and policies. They are working with a group attached to the University of Melbourne Law School to develop a strategy to deal with sexual harassment, discrimination and misconduct.

Thank you to all on the working group who contribute not only to the monthly meetings but have taken on extra workloads to be involved in the various committees.

Special thanks to Joanna Fletcher for the more than extra work involved as SSRFV representative.

Flora Culpan (Broadmeadows Community Legal Service)
Belinda Lo (Whittlesea Community Legal Service)
Convenors – Violence Against Women and Children Working Group





Federation

REPRESENTATIVES AND NOMINEES

FAMILY VIOLENCE COURT REFERENCE GROUP

The development of the Family Violence Court was announced by the Attorney-General Rob Hulls in December 2003. Last year 29,000 reports were made to police but it is acknowledged that an estimated 80% of domestic violence cases are not reported. Currently in Victoria there are a number of initiatives that are running along-side the proposed Family Violence Court which include: Integrated Response to Family Violence, police codes of practise, review of the Crimes (Family Violence) Act and the mandated Men's Behaviour Change Program which would be part of the Family Violence Court.

A reference group was established in June 2004 to look at developing a demonstration court, which would be a division of the Magistrates Court. There have been nine meetings held and the reference group examined different models from both overseas and around Australia, overlapping jurisdictions of Children's Court, Family Court and Magistrates' Court, legislative changes and site selection for the court.

The concept of the court was to reduce the amount of times a victim of domestic violence would need to access the courts by developing a court which had jurisdiction to deal with the legal and social impact of domestic violence including children's matters, family law, criminal and crimes compensation applications. The focus was also to ensure that both parties have access to legal advice and representation and support workers available for both parties. The need to have an integrated response to domestic violence meant that there needed to be strong links with community agencies for referral and ongoing support.

In June 2004 the Attorney-General announced Heidelberg and Ballarat Courts as the two courts selected for the demonstration of the Family Violence Court. It is anticipated that these two courts will commence operation early next year.

This four-year project including setting up of the court will be evaluated and it is hoped that the model will have a positive impact on women accessing the justice system and sent out a clear message to the community that domestic violence is not acceptable.

Flora Culpan
VAW&C Federation Representative Family Violence Court Reference Group

STATEWIDE STEERING COMMITTEE TO REDUCE FAMILY VIOLENCE



The Statewide Steering Committee is now close to completing a draft Framework for Reforming the Family Violence Systems in Victoria. Work on the Framework did not progress at the rate anticipated by the Committee when I reported last year, for a variety of reasons, including the fact that the attention of the Committee and/or staff at Victoria Police and the Office of Women's Policy who support the Committee, was diverted by other issues including:

- preparation of a submission for funding of the Framework in the last state budget (this was unsuccessful);
- selection of sites for the demonstration Family Violence Courts; and
- pressing for adequate protections from family violence in the home detention model.

The Framework for Reforming the Family Violence Systems in Victoria was previously referred to by the Committee as the 'Best Practice Framework for an Integrated Response to Family Violence'. The new draft title reflects agreement reached at the Committee that the Framework needs to address intra-service improvement and coordination between services as well as true 'integration'. It has been agreed that the Framework should be implemented in stages, recognizing that certain stakeholders will be in a position to participate in a truly integrated response earlier than others. Pleasingly, consistent lobbying on the importance of legal assistance (supported by input from the Violence against Women and Children Working Group), has led to CLCs being recognised in the draft Framework as a 'key agency' for the early stages of implementation as well as in the proposed governance model.

It is now anticipated that the Framework for Reforming the Family Violence Systems in Victoria will be available for external consultation in October 2004 with a view to seeking funding for the implementation of the Framework in the next state budget.

This year has thrown up significant challenges to the Committee. The rejection of the 'bid' for funding of the Framework in the last state budget was a real blow. We are also trying to negotiate better mechanisms for ensuring that non-government representatives can consult with their membership and can retain some control over processes that government members are required to keep confidential. Nevertheless, members of the Committee remain motivated and committed to seeing this process through and to ensuring that the Framework for Reforming the Family Violence Systems in Victoria is completed and implemented. There is a continued conviction that this process and the Framework document represent a great opportunity to make significant positive changes for women and children experiencing family violence.

Joanna Fletcher
Women's Legal Service Victoria



VICTORIA LEGAL AID - COMMUNITY CONSULTATIVE COMMITTEE

The Victoria Legal Aid Community Consultative Committee ("VLA CCC") is established under s. 12K of the Legal Aid Act. Its statutory role is to make recommendations to the Victoria Legal Aid Board on matters referred to it by the Board.

The Act prescribes that the VLA CCC include a representative of VLA staff and a nominee of the Federation of Community Legal Centres.

The VLA CCC has continued to operate throughout 2003/2004 with the following membership:

Mr Stephen Gianni - Chairperson
The Hon Justice Philip Cummins - Supreme Court
The Hon Judge RG Williams - County Court
Her Hon Justice Linda Dessau - Family Court of Australia
Mr Mark Woods - Law Institute of Victoria
Ms Helen Constas - Federation of Community Legal Centres (Vic) Inc
Ms Wendy Taylor - Court Network
Dr David Neal - Victorian Bar Representative
Ms Fiona Hayes - Attorney General Chief of Staff
Mr Frank Guivarra - Victorian Aboriginal Legal Services
Mr Julian Gardner - Public Advocate
Mr Simon Moglia - Victoria Legal Aid
Mr Phillip Goldberg - Melbourne Magistrates Court

During the year the Committee met five times. In March 2004, we were particularly fortunate to have both of our Attorneys-General, the Hon. Philip Ruddock and the Hon. Rob Hulls MP, attend and discuss various matters.

In December 2003, the Board asked the Consultative Committee's response in relation to the proposal that, rather than meet every two months, the Committee meet as follows: -

- once in July following the end of 2003/2004 financial year,
- when the Board elects to exercise its function under Section 12 of the Legal Aid Act 1978 to refer matters to the Committee for the Committee's consideration and recommendations, or
- when the Committee Chairperson or three members of the Committee wish to hold a meeting.

This issue was raised due to the poor attendance of some members at the meetings. It was resolved by the Committee to meet twice a year, or at such other times as the Chairperson of the VLA CCC or the Board choose to convene a meeting.

I would like to thank Sarah Vessali, the alternate Federation representative, for attending some of the meetings in my absence throughout the year.

*Helen Constas
Federation Representative - VLA Community Consultative Committee
Peninsula Community Legal Centre Inc.*

VICTORIAN COUNCIL OF SOCIAL SERVICES NOMINEE

The past year has been an exciting one for VCOSS. Cath Smith the CEO has now planted her feet well and truly on the ground and is driving a broad range of issues at Government in conjunction with, and on behalf of the welfare sector.

Over the past year the VCOSS board has discussed the development of a three-year communication strategy, utilising the assistance of public affairs experts. It is also revising its broader strategic plan and has focussed attention on building strategic alliances around a range of issues, be they housing, disability, or juvenile justice. A more prominent public profile has been developed through the lead role played by VCOSS in a range of campaigns, which it has been instrumental in organising. Some of these have included the 'Price Index and Productivity cuts to the Community Sector campaign' and the 'Multi-purpose Taxi campaign'. VCOSS has also been instrumental in drawing together diverse groups in an endeavour to drive a united front on various issues, this has not only occurred in the area of disabilities, emergency relief, but also in consumer protection and the public transport area.

VCOSS has also been active in advocating and seeking to work with the sector on supporting the establishment of an Housing Advocacy peak, advocating for additional funds for training and sector development, and around a whole range of welfare issues including utilities, public transport, emergency relief, justice, and community building for example.

Work continues to be done on the annual budget submission to government, and numerous doors have been opened over the past year in relation to listening to concerns of the sector. Just policy magazine continues as one of the few nationally available publications providing a voice to practitioners and academics alike on social welfare policy issues. Strategic planning in relation to the publication is occurring as a means of planning its future development.

VCOSS as an organisation, from my perception is growing in strength and developing campaign oriented approaches to some of the problems facing the broad sector. The organisation continues to provide both leadership and an umbrella for a large number of organisations vital to the community. The VCOSS Board remains strategically driven and staff continue to provide a very high standard of work output. Overall it has been a very productive, interesting and good year.

*Sam Biondo
Fitzroy Legal Service*





VICTORIAN STATE REPRESENTATIVE REPORT NATIONAL ASSOCIATION OF COMMUNITY LEGAL CENTRES

The NACLCLC is an association of States and Territories. There are now 207 funded and unfunded CLCs in Australia. The NACLCLC advocates on policy, program and infrastructure issues and provides support for 16 issue-based national networks.

NACLCLC has continued to:

- work collaboratively with the other peak bodies involved in Legal Aid provision.
- improve links with organizations in other countries particularly Canada and the United Kingdom
- make submissions about the proposed Joint Residence change to family law and then the family tribunal proposal.

Yet another Senate Inquiry has identified a range of problems with legal aid policy and funding. Even the Government Senators who put in a minority report acknowledged many of the problems. The challenge is to translate this analysis into policy and government support. Apart from making a submission and presentation to the Senate Inquiry NACLCLC has been working on the issue of improved Government support for the CLC sector and legal aid more generally.

The National Association built on its policy document 'Doing Justice' that was launched at the 2003 National Conference. This document and the Budget document attempted to put justice and legal aid funding on the political agenda. A roundtable discussion at the National Conference helped focus attention on this issue. Doing Justice 2 is a further attempt to put justice issues and legal aid funding on the agenda.

NACLCLC made additional submissions to the Senate Inquiry into Legal Aid and the Public Accounts and Audit Committee Inquiry into Indigenous legal services opposing the tendering of Aboriginal legal services. NACLCLC has also continued to work closely with the National Indigenous Women's Legal Services.

A range of submissions on other matters have been made including the Civil Justice Strategy and the Regional Law Hotline. Unfortunately funds to some CLCs in regional centres to employ lawyers have been cut under this program.

CLISIS (Commonwealth data collection system)

The new improved system has been installed at all centres. In addition to the features, which were not included in the first stages, it has become clear that there are a number of problems with the software. Measures to remedy these problems are being introduced. Justin Finighan the project worker has been effective at articulating the scale of the problems and the need for effective remedies.

Program Issues

NACLCLC have submitted comments on the 2005-2008 Service Agreement. New problems in relation to how surpluses are calculated and how service standards are audited in some States have also been worked on.

NACLC secured funds from the SA and Victorian Attorneys to fund two Indigenous women to attend the UN meeting on Indigenous Women in New York.

NACLC administer the Professional Indemnity Insurance Scheme and support the national networks of centres which provide circles of excellence on a range of issues ranging from Centrelink to Clinical legal education.



NACLC Staff

The NACLC secretariat staff deserve recognition and thanks for their skill and hard work.

Thanks to the Victorian Program Development Working Group and in particular the convenor, Marcus Williams and Acting Executive Officer Deb Kirkwood for their advice and support over the year.

*Robin Inglis
NACLC Victorian State Representative
Victorian Aboriginal Legal Service*

VOLATILE SUBSTANCE PROTOCOLS ADVISORY COMMITTEE

In 2003, Youthlaw, Victorian Aboriginal Legal Service (VALS) and the Federation of Community Legal Centres made representations to the various MPs unsuccessfully opposing the passing of the Drugs Poisons and Controlled Substances (Volatile Substances) Act, which gives police powers to search, seize, apprehend and detain young people who possess or are using inhalants.

Throughout this year, Youthlaw, VALS and the Federation have been represented on the Volatile Substance Protocols Advisory Committee, organised by the Department of Human Services. The major work of this committee has focused on developing a protocol between police and services that will be contacted by police about young people using substances. As a direct result of VALS representation on the committee, police have agreed that they will notify VALS as soon as possible when apprehending and detaining a Koori young person at the police station for chroming. This is in line with the Royal Commission into Aboriginal Deaths in Custody recommendations that emphasise the need to minimise contact between the Koori community and the criminal justice system wherever possible. The legislation has a two year sunset clause, during which time the Volatile Substance Protocols Advisory Committee will continue to meet to oversee the review of the legislation which aims to assess whether the legislation has been effective in "protecting the health and welfare of persons under 18".

*Sarah Nicholson
Director - Youthlaw*



CONFERENCE

STATE CONFERENCE 2004

The 2004 State Conference – “The Law on Its Feet...The Law on The Street” was held at Trades Hall on 24th and 25th September 2004. Attendance for this years Conference exceeded those from last year!

A call out for papers and workshops received a great response from convenors and presenters topics included: -

Activists Rights Update.

Advance Directives – issues around people with a mental illness.

Asylum Seekers – current treatment of asylum seekers.

Civil Liability – How to help injured people.

Community Development – Practical CD to implement CLE and Law Reform.

Consumer Credit – issues concerning debt and credit matters.

Disability Access Project - Action Plan.

Family Law – Emergency Family Law: Recovery Orders.

Interpreters – Working with Interpreters.

PERIN Fines.

Project Respect – issues around sex industry.

Public Speaking - Strategies and outcomes.

Pro Bono – accessing pro bono legal services.

Technological Training – website, BBS, Butterworths and CLSIS.

Victims of Crime – Civil Proceedings.

Youthlaw - How to Better Engage Young People.

Two plenary sessions were held on each morning, with good attendance rates. Julian Burnside QC, Jacques Boulet – Borderlands Cooperative, Julie Bishop – NACLC, Liz O’Brien – Convenor – NACLC, and Mary Jane Ierodiaconou of Feminist Lawyers all participated as keynote speakers at the Plenaries. Thank you!



Plenary Session assembly

The inaugural VLA – CLC Forum was held during the first day of the Conference. This provided delegates the opportunity to openly discuss issues affecting CLCs such as reporting, accountability, Service Agreements, etc.



Afterwards, officers of VLA spent time at an official drinks at the Trades Hall Bar. Building a collaborative working relationship with VLA was a fundamental aim of this activity.

The Federation offices, together with the Website of the Federation were officially launched at the State Conference. Thank you to Kerry Greenwood for launching the Website!

The State Conference Dinner was another great highlight in our year; we would like to thank Chris Gabelish, who was our special guest speaker all the way from Geraldton (WA) for coming along to talk about his swim, his work and his town.



Liz McKeag



Dan Nicholson, Stan Winford & Marika Dias



Debbie Kirkwood



Annie Nash from Verve Café provided everyone with scrumptious, healthy and colourful food, food, food during the conference – thank you! Cavell and staff at the New International Bookshop once again catered for the dinner!

The Conference Working Group would like to thank everyone who gave their time and skills to help make the program diverse, rich with training and professional development opportunities for all who attended.

A big thank you to our work experience students, volunteers and to the staff at the Trades Hall Bar and Trades Hall Arts for their wisdom, energy and help!!

*Mishelle Predika
North Melbourne Legal Service
State Conference Organising Committee*



*Julian Burnside QC
& Helen Yandell*



Nick Batten



Trish Jardine & Chris Gabelish

Financial STATEMENTS



Auditors Report

THE FEDERATION OF COMMUNITY LEGAL CENTRES (VIC) INCORPORATED

INDEPENDENT AUDIT REPORT

To the Members of The Federation of Community Legal Centres (Vic) Inc.

Scope

I have audited the attached financial statements, being a special purpose financial report of The Federation of Community Legal Centres (Vic) Inc. for the year ended 30th June, 2004. The Committee of Management is responsible for the financial statements and has determined that the accounting policies used and described in Note 1 to the financial statements are appropriate to meet the requirements of the Associations Incorporation Act 1981 and the needs of the members. I have conducted an independent audit of the financial statements in order to express an opinion on them to the members of The Federation of Community Legal Centres (Vic) Inc. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial statements have been prepared for distribution to the members for the purpose of meeting the requirements of the constitution. I disclaim any assumption of responsibility for any reliance on this report or on the financial statements to which it relates to any person other than the members, for any purpose other than for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with the accounting policies described in Note 1 to the financial statements. (These policies do not require the application of all Accounting Standards and UIG Consensus Views).

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion the financial statements give a true and fair view, in accordance with the accounting policies described in the Notes to the financial statements and the requirements of the Associations Incorporation Act 1981, of the financial position of The Federation of Community Legal Centres (Vic) Inc. as at 30th June, 2004 and the results from operations for the year then ended.

Dated this 26th day of August, 2004

**POBJOY MULHALL & ASSOCIATES
CERTIFIED PRACTISING ACCOUNTANTS**

JOHN MULHALL CPA
Registered Company Auditor

19-21 Argyle Place South
Carlton 3053



Income and Expenditure

| | 2003/2004 | 2002/2003 |
|---------------------------------------|-------------------------|-------------------------|
| CLSP INCOME ONLY | 0 | 0 |
| Commonwealth | | 0 |
| State | 236630 | 235547 |
| Employee Assistance Program | 7000 | |
| CLSP Service Generated Income: | | |
| Interest | 4989 | 4374 |
| Membership | 0 | 0 |
| Community Legal Education | 0 | 0 |
| Costs Recovered & Retained | 0 | 0 |
| Fundraising/Donations | 0 | 0 |
| Sundry CLSP Income (specify): | | |
| CLC Levies | 14715 | 13116 |
| Funding Project | 0 | 0 |
| ChangeXChange Project - Reinstein | 10800 | 0 |
| National Conference | 0 | 234319 |
| Dossier Project - Reinstein | 0 | 2000 |
| Rent Income | 500 | 600 |
| Sale of Right Off Document | 0 | 419 |
| Sale of Directories | 273 | 377 |
| Sale of Tshirts | 0 | 2103 |
| State Conference | 17590 | 15720 |
| Training | 0 | 648 |
| Website Project | 0 | 51860 |
| Miscellaneous | 40925 | 1779 |
| TOTAL CLSP INCOME | <u>\$333,422</u> | <u>\$562,862</u> |
| CLSP EXPENSES ONLY | | |
| Salaries | 201180 | 141911 |
| Superannuation | 16057 | 13092 |
| On Costs | | |
| Work Cover | 4792 | 3494 |
| Rent | 13905 | 16204 |
| Repairs and Maintenance | 0 | 175 |
| Other Premises Costs | 24977 | 5113 |
| Staff Training | -25.45 | 945 |
| Staff Recruitment | 0 | 0 |
| Communications | 7507 | 9605 |
| Office Overheads | 7967 | 8974 |
| Insurance | 2161 | 1775 |
| Finance, Audit & Accounting Fees | 2897 | 5285 |
| Library, Resources & Subscriptions | 2375 | 4018 |
| Travel | 814 | 2889 |
| Programming and Planning | 3005 | 24532 |
| Client Disbursements | 0 | 0 |
| Leases | 0 | 0 |
| Minor Equipment* | 300 | 306 |
| Depreciation | 21693 | 0 |



| | | |
|--|----------------------|----------------------|
| Other CLSP Expenses (specify): | 0 | 0 |
| Directories Expense | 4339 | |
| Employee Assistance Program | 4345 | 0 |
| Equal Opportunity Training | 0 | 500 |
| Funding Project | 0 | 694 |
| Dossier Project - Reinstein | 0 | 2000 |
| ChangeXChange Project - Reinstein | 10800 | 0 |
| Website Project | 51860 | 237 |
| Disability Audit Project | 0 | 14698 |
| CLC Levies | 16165 | 11540 |
| National Conference | 0 | 240993 |
| State Conference | 19110 | 12465 |
| Tshirts | 0 | 1894 |
| Miscellaneous | 4854 | 5441 |
| Bad Debts | 408 | 0 |
| Total CLSP Expenditure | 421486 | 528780 |
| CLSP FUNDED SURPLUS/DEFICIT | <u>-88064</u> | <u>34082</u> |
| INCREMENTS TO PROVISIONS & DEPRECIATION | | |
| Annual Leave | 3242 | 6829 |
| Long Service Leave | 2373 | 0 |
| Sick Leave | 0 | 0 |
| Depreciation | 21693 | 10500 |
| Sub Total Increments to Provisions & Depreciation | <u>27308</u> | <u>17329</u> |
| TOTAL EXPENSES | <u>448794</u> | <u>546109</u> |
| Capital Equipment Purchase | 0 | 2466 |
| Depreciation | -21693 | -10500 |
| Transfer to Capital Replacement Reserve | -21693 | -8034 |
| Transfer to Unused Project Funds | -92132 | 41032 |
| NET SURPLUS/DEFICIT | <u>-1547</u> | <u>-16245</u> |

* 'Minor Equipment' should only include equipment purchases that are not capitalised (ie. not being depreciated).



Balance Sheet

| | 2003/2004 | 2002/2003 |
|--|------------------|------------------|
| CURRENT ASSETS | | |
| 1 Cash on Hand | 300 | 300 |
| 2 Cash at bank | | |
| Cash Management Account | 103,898 | 92,939 |
| Cheque Account | (134) | (17,032) |
| Term Deposit | 11,000 | 11,000 |
| Donations Account | 5 | 40 |
| 3 Accrued Income | 0 | 65,629 |
| 4 Prepayments | 0 | 0 |
| 5 Sundry Debtors | - | - |
| | 2,065 | |
| TOTAL CURRENT ASSETS | \$117,134 | \$152,876 |
| NON-CURRENT ASSETS | | |
| 6 Fixed Assets | 103,676 | 86,335 |
| Less Accumulated Depreciation | 62,203 | 49,304 |
| TOTAL NON-CURRENT ASSETS | \$41,473 | \$37,031 |
| TOTAL ASSETS | \$158,607 | \$189,907 |
| CURRENT LIABILITIES | | |
| 7 Creditors | | |
| Prepaid Income | 0 | 0 |
| Sundry Creditors | 28,363 | 0 |
| 8 Employee Entitlements | | |
| Annual Leave | 20,281 | 17,039 |
| Long Service Leave | 2,374 | 0 |
| Sick Leave | 0 | 0 |
| Accrued Wages | 331 | 5,483 |
| Salary Payable | 4,176 | 0 |
| Super Payable | 4,139 | 499 |
| 9 Unused Project Funds | | |
| VLA CLC Program Funds | 8,774 | 79,610 |
| Capital Replacement Reserve | 41,473 | 37,031 |
| TOTAL CURRENT LIABILITIES | \$109,911 | \$139,662 |
| NON-CURRENT LIABILITIES | | |
| 10 Employee Entitlements | | |
| Annual Leave | 0 | 0 |
| Long Service Leave | | |
| Other (specify) | | |
| TOTAL NON-CURRENT LIABILITIES | - | - |
| TOTAL LIABILITIES | \$109,911 | \$139,662 |
| NET ASSETS | \$48,696 | \$50,245 |
| ACCUMULATED FUNDS | | |
| 12 Retained Surplus/(deficit) at Beginning of Year | 50245 | 66490 |
| Surplus/(deficit) for Year | -1549 | -16245 |
| RETAINED SURPLUS/(DEFICIT) FOR THE YEAR | \$48,696 | \$50,245 |

Total Funds



| | 2003/2004 | 2002/2003 |
|---|----------------|----------------|
| | \$ | \$ |
| Cash flows from Operating Activities | | |
| Receipts from Government Grants - recurrent | 236,630 | 235,547 |
| Receipts from Government Grants - non-recurrent | 0 | 0 |
| Receipts from Other Sources | 91,803 | 271,081 |
| Interest received | 4,989 | 4,374 |
| Payments to suppliers and employees | -427,102 | -549,735 |
| Net cash provided by/(used in) operating activities | -93,680 | -38,733 |
| Cash flows from Investment Activities | | |
| Payments for purchase of plant and equipment | 0 | -2,466 |
| Net cash provided by/(used in) investment activities | 0 | -2,466 |
| Cash flows from Financing Activities | | |
| Proceeds from Borrowings | - | - |
| Repayment of Borrowings | - | - |
| Net cash provided by/(used in) financing activities | - | - |
| Net Increase/(Decrease) in Cash Held | 27,821 | -41,199 |
| Cash at the Beginning of the Reporting Period | 87,247 | 128,446 |
| Cash at the End of the Reporting Period | 115,068 | 87,247 |

Notes to the Statement of Cash Flows

7. Reconciliation of Cash

| | | |
|-----------------|----------------|---------------|
| Cash on Hand | 300 | 300 |
| Cash at Bank | 103,768 | 75,947 |
| Cash on Deposit | 11,000 | 11,000 |
| | 115,068 | 87,247 |

8. Reconciliation of Net Cash Used in Operating Activities to Operating Result

| | | |
|--|----------------|----------------|
| Operating Result | -1,547 | -16,245 |
| Depreciation | 21,693 | 10,550 |
| Increase/(Decrease) in Provisions | -114,722 | -1,255 |
| (Increase)/Decrease in Current Receivables | -35,743 | -60,526 |
| Increase/(Decrease) in Creditors | 36,639 | 28,743 |
| Other (specify): | | |
| Net Cash provided by/(used in) Operating Activities | -93,680 | -38,733 |



Notes

1. Statement of Accounting Policies

These financial statements are a special purpose financial report prepared in order to give accounts which satisfy the requirements of the Associations Incorporation Act 1981 to prepare accounts. The Committee Members have determined that the organisation is not a reporting entity as defined in Statements on Accounting Concepts 1: and therefore, as there are no requirements to apply accounting concepts or standards in the preparation and presentation of these statements, none have been adopted.

The statements have been prepared in accordance with the requirements of the Association Incorporation Act 1981. The statements are prepared on a accrual basis from the records of the organisation. They are based on historic costs and do not take into account changing money values or, except where specifically stated, the current values of non-current assets.

2. Financial Reporting 2003-04

The financial reporting for financial 2003-04 has been maintained from the last financial year in order to identify surplus funds held on behalf of VLA. These funds are now disclosed as a liability, as in accordance with the VLA service agreement repayment of the surplus and ownership of the assets may revert back to the VLA.

3. Interest

Interest has been calculated and apportioned on a cash percentage as follows:

| | 2003/04 | | 2002/03 | |
|---------------------------|------------------|-----|------------------|-----|
| Total Funding | | | | |
| VLA Funds | \$79,611 | 61% | \$76,854 | 66% |
| Members Funds | \$50,244 | 39% | \$39,859 | 34% |
| Total | \$129,855 | | \$116,713 | |
| Interest on VLA Funds | \$3,058 | 61% | \$2,756 | |
| Interest on Members Funds | \$1,930 | 39% | \$1,618 | |
| Total Interest | \$4,988 | | \$4,374 | |

4. Unused Project Funds

| | 2003/04 | 2002/03 |
|------------------------------|----------------|-----------------|
| VLA Funds/Assets | | |
| VLA Unused Funds | \$5,716 | \$54,860 |
| Up to 10% Carry Over Surplus | | \$21,994 |
| Subtotal | \$5,716 | \$76,854 |
| Plus Interest | \$3,058 | \$2,756 |
| Total | \$8,774 | \$79,610 |

2003-04 Funds of \$51860 from VLA total unused funds have been spent on the Website Project and the remainder on the relocation project. Funds of \$4,345 have been spent from the specific VLA grant of \$7,000.

5. Retained Surplus

| | 2003/04 | 2002/03 |
|----------------------|-----------------|-----------------|
| Members Funds/Assets | | |
| Membership Fees | \$10,363 | \$13,200 |
| Done by Law | \$5,033 | \$4,627 |
| State Rep | \$2,804 | \$1,635 |
| Rural Regional | \$2,030 | \$2,218 |
| Project Balances | \$16,095 | \$21,179 |
| Subtotal | \$36,325 | \$42,859 |
| Plus Interest | \$12,371 | \$7,383 |
| Total | \$48,696 | \$50,242 |

6. VLA CLC Assets

Written down value of assets held on behalf of VLA

Quick Guide

TO FEDERATION MEMBERS



THE FEDERATION OF COMMUNITY LEGAL CENTRES (VIC) INC

Suite 11, 1st Floor, 54 Victoria St, Carlton South Vic 3053
Tel: (03) 9654 2204 Fax: (03) 9654 5204
Email: fedclc@vicnet.net.au
Website: <http://www.communitylaw.org.au>

GENERALIST LEGAL CENTRES

ALBURY WODONGA COMMUNITY LEGAL SERVICE

PO Box 725, Wodonga, 3689
29 Stanley Street, Wodonga, 3690
Tel: (02) 6056 8210 Fax: (02) 6022 8099
Email: cls@umfc.com.au

BRIMBANK MELTON COMMUNITY LEGAL CENTRE

822 Ballarat Road, Deer Park, 3023
Tel: (03) 9363 1811 Fax: (03) 9360 4851
Email: info@communitywest.org.au
Website: <http://www.communitywest.org.au>

BROADMEADOWS COMMUNITY LEGAL SERVICE

180 Widford Street, Broadmeadows, 3047
Tel: (03) 9302 3911 Fax: (03) 9309 6538
Email: Broadmeadows_VIC@fcl.fl.asn.au

CASEY CARDINIA COMMUNITY LEGAL SERVICE

42 Claredale Road, Dandenong, 3175
Tel: (03) 9793 1993 Fax: (03) 9794 9521
Email: caseyclc@vicnet.net.au

CENTRAL HIGHLANDS COMMUNITY LEGAL CENTRE

PO Box 1982, Bakery Hill, 3354
34 Victoria Street, Ballarat, 3350
Tel: (03) 5331 5999 Fax: (03) 5331 8239
Email: chclc@netconnect.com.au
Website: <http://www.chclc.org.au>

COBURG/BRUNSWICK COMMUNITY LEGAL & FINANCIAL COUNSELLING CENTRE

PO Box 353, Coburg, 3058
78 Bell Street, Coburg, 3058
Tel: (03) 9350 4555 Fax: (03) 93542433

DAREBIN COMMUNITY LEGAL CENTRE

80 High Street, Northcote, 3070
Tel: (03) 9489 6321 Fax: (03) 9489 2663
Email: Darebin_VIC@fcl.fl.asn.au

EASTERN COMMUNITY LEGAL CENTRE

PO Box 466, Blackburn, 3130
1st Floor 20c Blackburn Road, Blackburn, 3130
Tel: (03) 9877 5777 Fax: (03) 9894 2133
Email: eclc@eclc.org.au
Website: <http://www.eclc.org.au>

ESSENDON COMMUNITY LEGAL CENTRE

Wingate Avenue Community Centre,
13A Wingate Avenue, Ascot Vale, 3032
Tel: (03) 9376 7929 Fax: (03) 9376 9748
Email: essclc@essclc.org.au
Website: <http://www.essclc.org.au>

FITZROY LEGAL SERVICE

PO Box 297, Fitzroy, 3065
124 Johnston Street, Fitzroy, 3065
Tel: 9419 3744 Fax: 9416 1124
Email: enquiries@fitzroy-legal.org.au
Website: <http://www.fitzroy-legal.org.au/>

FLEMINGTON/KENSINGTON COMMUNITY LEGAL CENTRE

PO Box 487, Flemington, 3031
22 Bellair Street, Kensington, 3031
Tel: (03) 9376 4355 Fax: (03) 9376 4529
Email: fklegal@fkclc.org.au

FOOTSCRAY COMMUNITY LEGAL CENTRE

220 Nicholson Street, Footscray, 3011
Tel: (03) 9689 8444 Fax: (03) 9689 8155
Email: footlegal@iinet.net.au

GEELONG COMMUNITY LEGAL SERVICE

73 Pakington Street, Geelong West, 3218
Tel: (03) 5221 4744 Fax: (03) 5229 0117
Email: geelegal@iinet.net.au
Website:
<http://www.communitylaw.org.au/geelong>

GIPPSLAND COMMUNITY LEGAL SERVICE

PO Box 959, Morwell, 3840
53-55 Buckley Street, Morwell, 3840
Tel: (03) 5136 9020 Fax: (03) 5136 9080
Toll Free: 1800 004 402
Email: gcls.gr@anglicarevic.org.au

MONASH OAKLEIGH LEGAL SERVICE

60 Beddoe Avenue, Clayton North, 3168
Tel: (03) 9905 4336 Fax: (03) 9905 1113

MURRAY MALLEE COMMUNITY LEGAL SERVICE

PO Box 1870, Mildura, 3502
122 Ninth Street, Mildura, 3502
Tel: (03) 5023 5966 Fax: (03) 5021 7357
Toll Free: 1800 243 002
Email: mmcls@malleefamilycare.com.au

**NORTH MELBOURNE LEGAL SERVICE**

1st Floor, 504 Victoria Street, North Melbourne, 3051
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PENINSULA COMMUNITY LEGAL CENTRE

Chatsworth House, Suite 2-4, 431 Nepean Highway, Frankston, 3199
DX 19953, Frankston
Tel: (03) 9783 3600 Fax: (03) 9770 5200
Toll Free: 1800 064 784
Email: penclc@vicnet.net.au

PENINSULA BENTLEIGH BRANCH

82 Brady Road, Bentleigh East, 3165
Tel: (03) 9570 8455 Fax: (03) 9570 8466
Email: sthn@vicnet.net.au

PENINSULA PINES BRANCH

2A Candlebark Cres, Frankston Nth, 3200
Tel: (03) 9786 6980 Fax: (03) 9785 3582

SOUTHPORT COMMUNITY LEGAL SERVICE

341 Coventry Street, South Melbourne, 3205
Tel: (03) 9690 9144 Fax: (03) 9696 7228
Email: sclc@vicnet.net.au

SPRINGVALE MONASH LEGAL SERVICE INC.

PO Box 312, Springvale, 3171
5 Osborne Avenue, Springvale, 3171
Tel: (03) 9562 3144 Fax: (03) 9562 4534
Email: vanessa.sweeney@law.monash.edu.au

ST. KILDA LEGAL SERVICE CO-OP LTD

161 Chapel Street., St. Kilda, 3182
Tel: (03) 9534 0777 Fax: (03) 9525 5704
Email: st_kilda_vic@fcl.fl.asn.au

THE LEGAL CENTRE

PO Box 404, Warrnambool, 3280
135 Kepler Street, Warrnambool, 3280
Women's Only Service: 1800 672 473
Website: <http://www.comconnect.com.au>

WERRIBEE LEGAL SERVICE

Old Shire Building, Cnr Watton St & Duncans Rd, Werribee, 3030
Tel: (03) 9741 0198 Fax: (03) 9741 5739
Email: werbec@vicnet.net.au
Website:
<http://www.communitylaw.org.au/werribee>

WEST HEIDELBERG COMMUNITY LEGAL SERVICE

21 Alamein Rd, West Heidelberg, 3081
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Email: west_heidelberg_vic@fcl.fl.asn.au

EASTERN SUBURBS LEGAL SERVICE

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Tel: (03) 9391 2244 Fax: (03) 9399 1686
Email: wsls@vicnet.net.au

WHITTLESEA COMMUNITY LEGAL SERVICE

Community Information Whittlesea
Shopp 111 Epping Plaza, Epping, 3176
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Website: <http://www.fvpls.org>

COMMUNICATIONS LAW CENTRE

PO Box 14428, MCVIC 8001
Level 3, 301 Flinders Lane
Melbourne Vic 3000
Tel: (03) 9248 1278 Fax: 9248 1277
Email: melbourne@comslaw.org.au
Website: : <http://www.comslaw.org.au>
Website: : <http://www.oznetlaw.net>

CONSUMER CREDIT LEGAL SERVICE

1st Floor 11-19 Bank Place, Melbourne, 3000
Tel: (03) 9670 5088 Fax: (03) 9670 7205
Email: info@ccls.org.au
Website: <http://www.ccls.org.au>

CONSUMER LAW CENTRE VICTORIA

Level 7, 20 Queen Street, Melbourne, 3000
Tel: (03) 9629 6300 Fax: (03) 9629 6898
Email: info@clcv.net.au

CREDIT HELPLINE (VIC) LTD

Level 1, 11-19 Bank Place, Melbourne, 3000
Tel: (03) 9602 3800 Fax: (03) 9602 3614
Toll Free: 1800 803 800 (Country callers only)
Email: credithelp@iinet.net.au
Website:
<http://www.communitylaw.org.au/credithelpline>

DISABILITY DISCRIMINATION LEGAL SERVICE

Rear 2nd Floor, 289 Barkly Street, Footscray, 3011
Tel: (03) 9689 8011 Fax: (03) 9689 8022
Toll Free: 1800 651 275
TTY: (03) 9689 8066
Email: info@ddls.org.au
Website: <http://www.ddls.org.au>

DOMESTIC VIOLENCE & INCEST RESOURCE CENTRE

292 Wellington Street, Collingwood, 3066
Tel: (03) 9486 9866 Fax: (03) 9486 9744
Email: dvirc@dvirc.org.au
Website: <http://www.dvirc.org.au>

ENVIRONMENT DEFENDERS OFFICE
PO Box 416, North Melbourne, 3051
Level 1, 504 Victoria St, North Melbourne, 3051
Tel: (03) 9328 4811 Fax: (03) 9326 5687
Email: edovic@edo.org.au
Website: <http://www.edo.org.au>

FAMILY MEDIATION CENTRE
PO Box 2131, Moorabbin, 3189
Level 4, 1001 Nepean Hwy, Moorabbin, 3189
Tel: (03) 9555 9300 Fax: (03) 9555 1765
Email: family@mediation.com.au
Website: <http://www.mediation.com.au>

FAMILY MEDIATION CENTRE OUTER EAST BRANCH
367 Maroondah Highway, Ringwood, 3134
Tel: (03) 9876 0677 Fax: (03) 9876 0688
Email: ringwood@mediation.com.au
Website: <http://www.mediation.com.au>

FAMILY MEDIATION CENTRE OUTER SOUTH-EAST BRANCH
1st Floor, 48 Webb St, Narre Warren, 3804
Tel: (03) 9705 6277 Fax: (03) 9705 0938
Email: narrewrn@mediation.com.au
Website: <http://www.mediation.com.au>

JOB WATCH
Level 10, 21 Victoria Street, Melbourne, 3000
Tel: (03) 9662 1933 Fax: (03) 9663 2024
Toll Free: 1800 33 1617
Email: admin@job-watch.org.au
Website: <http://www.job-watch.org.au>

MELBOURNE UNIVERSITY STUDENT UNION LEGAL SERVICE
PO Box 4310, University of Melbourne Post Office, Parkville, 3052
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Tel: (03) 8344 8687 Fax: (03) 9347 9307
Email: legal@union.unimelb.edu.au
Website: <http://www.union.unimelb.edu.au/legal/>

MENTAL HEALTH LEGAL CENTRE
Level 4, 520 Collins Street, Melbourne, 3000
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Toll Free: 1800 555 887
Email: Mental_Health_VIC@fcl.fl.asn.au

PUBLIC INTEREST LAW CLEARING HOUSE
1st Floor, 550 Lonsdale St, Melbourne, 3000
Tel: (03) 9225 6680 Fax: (03) 9225 6686
Email: pilch@vicbar.com.au
Website: <http://www.pilch.org.au>

REFUGEE & IMMIGRATION LEGAL CENTRE INC.
95 Brunswick Street, Fitzroy, 3065
Fax: (03) 9483 1136
Admin: (03) 9483 1144
Email: rilc@rilc.org.au
Website: <http://www.rilc.org.au>

RMIT UNION LEGAL SERVICE
PO Box 12189 A'Beckett St, Melbourne, 8006
360 Swantston Street, Melbourne, 3000
Fax: (03) 9925 3976
Admin: (03) 9925 2861
App'ts Swanston St and Brunswick
Campuses: (03) 9925 2551
App'ts Bundoora Campus: (03) 9925 7273
Email: legalservice@rmit.edu.au
Website: <http://www.rmit.edu.au/rmitunion/legal>

SRC LEGAL SERVICE
La Trobe University, Bundoora, 3083
La Trobe University, 3086
Tel: (03) 9479 2469 Fax: (03) 9479 3021
Email: legalservice@latrobe.edu.au
Website: <http://www.latrobe.edu.au/srclegal>

TENANTS UNION OF VICTORIA
PO Box 234, Fitzroy, 3065
55 Johnston Street, Fitzroy
Tel: (03) 9411 1444 Fax: (03) 9416 0513
Email: advice@tuv.org.au
admin@tuv.org.au
Website: <http://www.tuv.org.au>

VICTORIAN ABORIGINAL LEGAL SERVICE
PO Box 218, Fitzroy, 3065
6 Alexandra Parade, Fitzroy, 3065
Tel: (03) 9419 3888 Fax: (03) 9419 6024
Email: vals@vals.org.au
Website: <http://www.vals.org.au>

VILLAMANTA LEGAL SERVICE
44 Bellerine Street, Geelong, 3220
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TTY: 1800 104 333
Email: legal@villamanta.org.au
Publishing Email:
publishing@villamanta.org.au
Website: <http://www.villamanta.org.au>

WELFARE RIGHTS UNIT
155 Easey Street, Collingwood, 3066
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Toll Free: 1800 094 164
Email: wruvic@vicnet.net.au
Website: <http://www.welfarerights.org.au>

WOMEN'S LEGAL SERVICE VICTORIA INC.
Level 3, 43 Hardware Lane, Melbourne, 3000
Tel: (03) 9642 0877 Fax: (03) 9642 0232
Toll Free: 1800 133 302
TTY: (03) 9642 0334
Email: justice@vicnet.net.au

YOUTHLAW
At Frontyard, 19 King St, Melbourne, 3000
Tel: (03) 9611 2412 Fax: (03) 9620 3622
Email: info@youthlaw.asn.au
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