

# Community Legal Centres NSW

Community  
Compassion  
Justice

Annual Report 2016/2017



# Community Legal Centres NSW

Community legal centres (CLCs) are independent not-for-profit community organisations that provide free legal services to individuals and communities.

The network of CLCs across NSW plays a key role in providing access to justice – helping people with their everyday legal problems, particularly people and communities who are marginalised or facing discrimination and hardship.

CLCs play a distinctive role in the NSW community and legal sector by:

- Providing information, referral, legal advice, legal and non-legal support, and legal representation services to socially and economically disadvantaged people;
- Providing general legal services to people within their local geographic area (generalist CLCs) or addressing special areas or specific population groups through dedicated specialist services (specialist CLCs, or generalist CLCs with specialist programs);
- Encouraging capacity building to empower people to develop skills for self-advocacy;
- Providing community legal education and information resources to communities, organisations and relevant government agencies;
- Conducting test cases or engaging in systemic legal advocacy to change laws or policies that disadvantage key client groups; and
- Advocating to government and the community for improved access to justice and more equitable laws, policies and legal systems.

CLCNSW acknowledges the Traditional Custodians and Elders of the Gadigal People of the Eora Nation, past and present, on whose land CLCNSW works. CLCNSW also acknowledges the Traditional Custodians and Elders of the lands on which CLCs work throughout NSW and gives respectful recognition for their custodianship of Country.

## About this report

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NSW Attorney General Mark Speakman opening the CLCNSW office, May 2017.



MP for Newtown Jenny Leong, NSW Young Lawyers President Emily Ryan and Shadow Attorney General Paul Lynch at the CLCNSW Office opening, May 2017.



CLCNSW Executive Director Polly Porteous and Natalie Ross from Kingsford Legal Centre, with Greens NSW Justice spokesperson David Shoebridge MP and his staff, March 2017.

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## **Who we are:**

Community Legal Centres NSW (CLCNSW) is the peak representative body for 37 community legal centres in NSW. The CLCNSW team provide support, represent and advocate for members and the CLC sector generally -- to government, within the legal sector, and to the community more broadly.

## **Our Vision:**

Access to justice for all in a fair and inclusive community

## **Our Purpose:**

CLCNSW leads and supports community legal centres to deliver access to quality legal services and champion social justice

## **Values:**

Collaboration – Cultural Safety – Diversity – Equality – Excellence – Fairness – Integrity – Respect



**Nassim Arrage**

(Chair until November 2016)

In the first half of the financial year CLCNSW focused on two main areas, both critical to the sustainability and strength of the sector. The first was negotiations with Legal Aid NSW on their proposed methodology for CLC funding cuts. I worked closely with Polly and the CLCNSW Review Advisory Committee to argue for a transparent, evidence-based methodology. This crucial piece of work involved close consultation with all CLCNSW members and robust discussions with staff at Legal Aid NSW.

The second primary focus during this period was changes to the governance of CLCNSW itself. Following almost 12 months of consultation with the membership, a new Constitution was approved at the November 2016 AGM. Details about the governance restructure are set out further in this report, so I won't go into details here, but I believe this restructure was vital to streamline processes and increase the effectiveness of CLCNSW into the future.

It has been an incredible honour to be Chair of CLCNSW for the past four years. I'd like to thank our partners and supporters, including the teams at the Law and Justice Foundation NSW, the Aboriginal Legal Service NSW/ACT, LawAccess NSW, Legal Aid NSW, NSW Law Society, NSW Bar Association, NCOSS and many others. The vital function of the CLC sector can only be achieved through strong relationships with the rest of the legal assistance sector and pro bono partners.

A huge thank you to all the staff and volunteers at community legal centres throughout NSW. I am constantly impressed and inspired by the incredible work the sector achieves with such limited resources. Thanks to the staff of CLCNSW for their commitment and work in challenging times. In particular, I want to thank and acknowledge Polly Porteous, Interim Executive Director, without whom all of the achievements CLCNSW made over the last year would not be possible. Polly has a brilliant mind that is able to grasp the important issues and also has the drive, collaborative approach and tenacity needed to implement them. The sector has great trust in Polly and it is well deserved. I would like to thank fellow Board members for their support and leadership. Liz Snell, in particular, deserves mention for her unassuming but steady leadership.

I wish the new Board all the best under the leadership of Chairperson Linda Tucker in facing the challenges ahead!



**Linda Tucker**

(elected November 2016)

I took over from Nassim in November 2017 when he stepped down from both the Board and as Chair of CLCNSW. Nassim was a stellar Chair over four years, driving strategic change from the top. We are incredibly lucky to have him go on to take up the CEO role at the National Association of Community Legal Centres, where he continues to advocate for CLCs and access to justice. Thanks Nassim!

CLCNSW continued its high-pace work in the second half of the financial year. We saw our advocacy and media work and profile rapidly increase with the commencement of our new Advocacy and Communications Coordinator, Mark Riboldi, in January 2017. Our focus was to convince the federal government not to go ahead with CLC funding cuts slated for July 2017. Mark and the other CLCNSW staff resourced and supported CLCs to engage with the growing attention from the media, MPs and the community about the work of CLCs and the need for more – not less – free legal assistance services in NSW.

In February 2017, Polly and I met with the new NSW Attorney General Mark Speakman. We were heartened by the interest in, and support for, CLCs that Mr Speakman and his staff showed us both at this meeting and subsequent meetings. This support turned into an announcement in early April that the NSW government would meet the funding cuts if they went ahead. We believe that our Attorney's public support for CLCs was a critical element in the announcement by the federal government in late April that they were not proceeding with the funding cuts. The NSW government continued to honour their original commitment to provide an additional \$3m annually for two years, and NSW became the luckiest state in Australia, slated for an actual across-the-board increase in state government funding for CLCs for the first time in a decade.

In addition to all the external factors affecting CLCs and driving much of CLCNSW's work, this year saw CLCNSW take on a brand new fee-for-service enterprise: the CLCNSW Financial Service. This is discussed in detail in the following pages. The Financial Service was supported by a grant by Legal Aid NSW, with the aim of being financially sustainable within 12 months. We are working hard to make this happen.

On behalf of the Board, I would like to thank all the people and organisations that supported CLCNSW and the CLC sector throughout the year. Like Nassim, I would like to give special thanks and acknowledgement for the extraordinary work of Polly Porteous whose strategic intelligence and vim has lit up CLCNSW. Like most years for our sector, this has been a challenging and volatile period. Community legal centres are remarkably resilient in navigating the twists and turns of delivering access to justice in a tenuous funding environment. The CLCNSW office, with Polly at the helm, has provided CLCs with essential support to do so.

# Executive Director's report



**Polly Porteous**

Interim Executive Director

The past 12 months have been a rollercoaster year for community legal centres in NSW, and for CLCNSW itself. I commenced as Interim Executive Director in June 2016 and, having navigated such a high tempo and high stakes period, I'm confident that the organisation is on sure footing for the next 5-10 years.

## **Sector support and administrative efficiencies**

During 2016-17 we continued implementing Phase 2 of the National Accreditation Scheme for CLCs, with 19 of the 37 CLCs receiving certification by the end of the financial year. Our Capacity Building Coordinator Laurel Draffen worked closely with CLCs to identify improvements to their quality of services, shifting accreditation away from a pass/fail mentality and towards continuous improvement over the three-year cycle.

Laurel also continued to coordinate a full program of workshops and training events for CLC staff throughout the year, with Holly Brooke, our Sector Relations Officer, greatly streamlining the logistics of operating the Quarterlies. Zachary Armytage also continued his critical work supporting CLCs to improve their cultural safety in working with Aboriginal and Torres Strait Islander people, and to support Aboriginal staff in CLCs.

CLCNSW also continued our work identifying what administrative efficiencies or cost savings could be made across the sector. Bruce Knobloch, our Member Services Officer, managed a range of projects, including a review of the ICT needs of the CLCs (supported by a grant from Legal Aid NSW's Administrative Efficiencies Grants Program); reduced electricity rates; and relocating CLCNSW! Thanks particularly to Bruce and Donna Flood, our Administrative Assistant, for their work on this relocation, and Legal Aid NSW for the grant which helped make our cost-saving co-location with Welfare Rights Centre possible.

## **Improving structure and systems at CLCNSW**

In November 2016, CLCNSW signed off on significant changes to our Constitution and governance structures. Our former Executive Director Alastair McEwin started the ball rolling with the consultations leading to these changes, so I was pleased to complete them in time for sign-off by members at the AGM.

With our office relocation to Holt Street in March/April 2017, CLCNSW took the opportunity to ditch the "BBS" and move to Office365. This has substantially improved both our internal and external communications. We also moved to a VOIP phone system, which will save us plenty. Thanks again to Donna for managing the IT/phone changes, and to Tommy Kiel and Rob Allison, our IT support contractors.

## **Establishment of the CLCNSW Financial Service**

This year CLCNSW is proud to say that we designed and commenced our first fee-for-service offering for our members, the CLCNSW Financial Service. This book-keeping and financial management service now does the books for 5 organisations. It's been an incredibly intense few months, and a steep learning curve. We thank our first subscribers – Inner City Legal Centre, Elizabeth Evatt CLC, Central Coast CLC and Welfare Rights CLC – for their patience and feedback that has assisted us while we established the service. I particularly want to thank Julie Robson for working tirelessly on providing a high-quality service under extreme pressure – we literally couldn't have established the service without Julie. We look forward to 2017-18 as a period of consolidation.

## **Facing down the threat of national funding cuts**

It is important not to underestimate the incredibly destabilising effect that the federal government's threatened funding cuts (slated for July 2017) has had on the CLC sector, and CLCNSW, over the past four years.

As the CLC funding program manager, Legal Aid NSW had the unenviable task of determining how these cuts would fall across the CLC sector. In August 2016, Legal Aid NSW provided to CLCs a draft methodology for the allocation of funding cuts. CLCNSW established an internal CLC Review Advisory Committee, and we then consulted closely with all our members, to develop principles to underpin an evidence-based, equitable funding methodology, and provided feedback to Legal Aid NSW on their proposed methodology. This was a fraught, intense piece of work, and CLCNSW thanks all CLCs for your patience and goodwill in developing these principles, which continue to guide our position on CLC funding for the future.

In January 2017, our new Advocacy and Communications Coordinator Mark Riboldi took up the reigns of CLCNSW's involvement in the national #FundEqualJustice funding campaign to try and stop the cuts. The first four months of Mark's job saw him work tirelessly on creating space for the voices of CLC clients, CLCNSW and NSW CLCs to be heard. We were overjoyed in early April 2017 when the NSW Attorney General announced that the NSW government would meet the federal funding cuts if they were to proceed; and then ecstatic when the federal government announced, in late April, that it would no longer proceed with the cuts.

Later in the Annual Report we set out our thanks to all the other people who helped convince the federal government not to proceed with those cuts. In noting the success of the campaign, I want to acknowledge the immense effort all our staff and Board, but also our supporters in parliament, the legal and community sectors, and especially the brave clients of community legal centres who spoke out about the effect of the funding cuts. CLCs are still woefully underfunded, but at least we can now look towards increasing funding rather than simply trying to stop cuts.

# Community legal centres at a glance

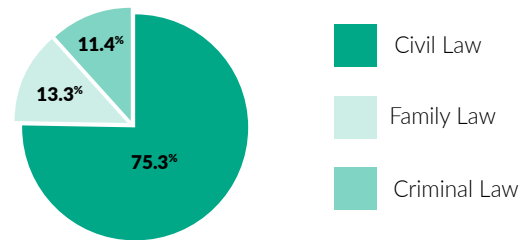
## Of the clients CLCs in NSW assisted in 2016/17



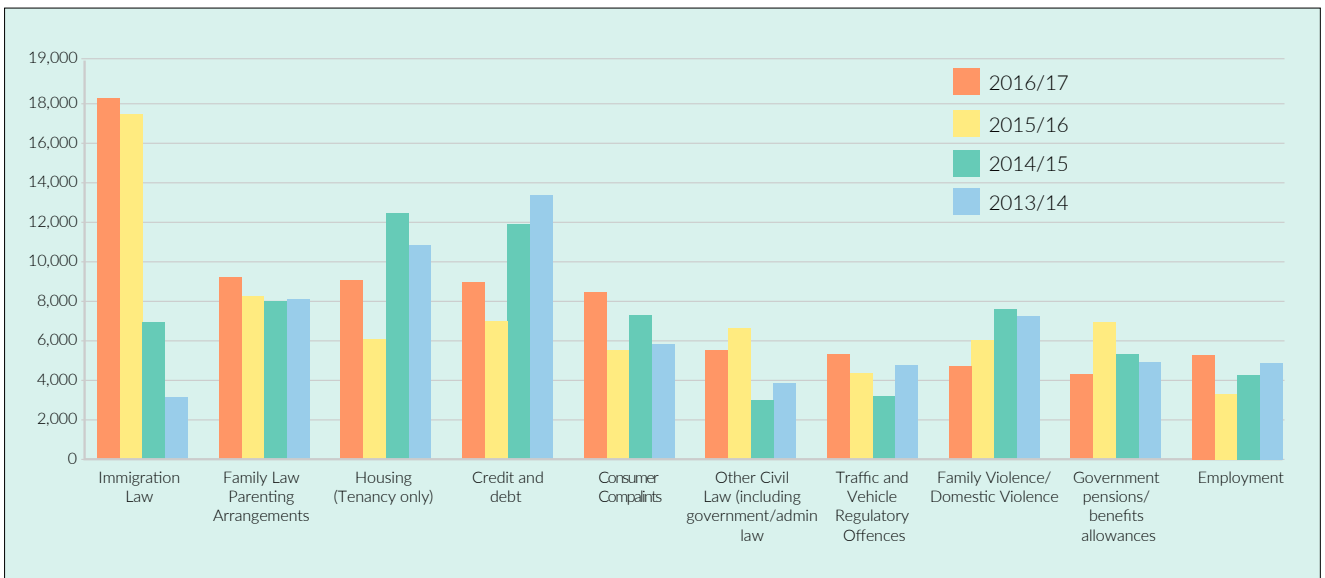
## In 2016/17, community legal centres in NSW...

- Provided assistance to at least **52,942** people
- Provided **31,508** instances of legal information
- Provided **91,901** referrals
- Provided **86,779** advices
- Provided **10,334** instances of discrete non-legal support

## Proportion of Civil, Family and Criminal Law CLCs assisted with in 2016/17



## Top ten matter types dealt with by NSW CLCs in the past 4 financial years:



Source for all data on this page: Community Legal Assistance Service System (CLASS) database, Report provided by NACLC, 2016-17. Note that some of our member CLCs do not use CLASS for recording their client data (for example Seniors Rights Service, Justice Connect, and ADO), so the numbers on here are an undercount of total services provided by CLCs across NSW.



## CLCNSW member community legal centres

### Generalist:

Central Coast Community Legal Centre  
 Elizabeth Evatt Community Legal Centre  
 Far West Community Legal Centre  
 Hume Riverina Community Legal Service  
 Hunter Community Legal Centre  
 Illawarra Legal Centre\*  
 Inner City Legal Centre\*  
 Kingsford Legal Centre\*  
 Macarthur Legal Centre  
 Marrickville Legal Centre\*  
 Mid North Coast Community Legal Centre  
 North & North West Community Legal Service  
 Northern Rivers Community Legal Centre  
 Redfern Legal Centre\*  
 Shoalcoast Community Legal Centre  
 South West Sydney Legal Centre  
 Western NSW Community Legal Centre  
 Western Sydney Community Legal Centre

### Specialist:

Animal Defenders Office  
 Arts Law Centre of Australia  
 Australian Centre for Disability Law  
 Environmental Defenders Office NSW  
 Financial Rights Legal Centre  
 HIV/AIDS Legal Centre  
 Immigration Advice and Rights Centre  
 Intellectual Disability Rights Service  
 Justice Connect  
 National Children's and Youth Law Centre  
 Public Interest Advocacy Centre  
 Refugee Advice and Casework Service  
 Tenants' Union of NSW  
 Seniors Rights Service  
 Welfare Rights Centre  
 Wurringa Baiya Aboriginal Women and Children's Legal Centre  
 Women's Legal Service NSW

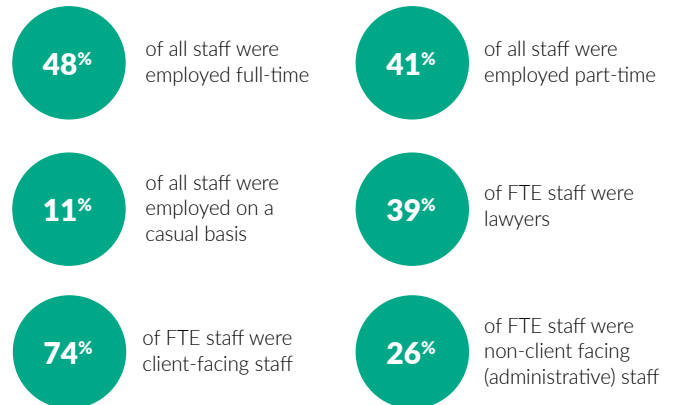
### Associate members:

Australian Pro Bono Resource Centre  
 University of Newcastle Law Centre

\*These CLCs are hybrid generalist/specialist CLCs, in that they also provide some specialist / state-wide services in particular areas of law.

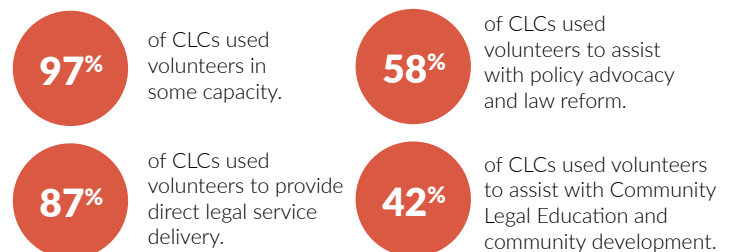
## What is the staffing profile of CLCs?

**582** staff in total (headcount) were employed in CLCs in NSW, at full-time equivalent (EFT) of **482**

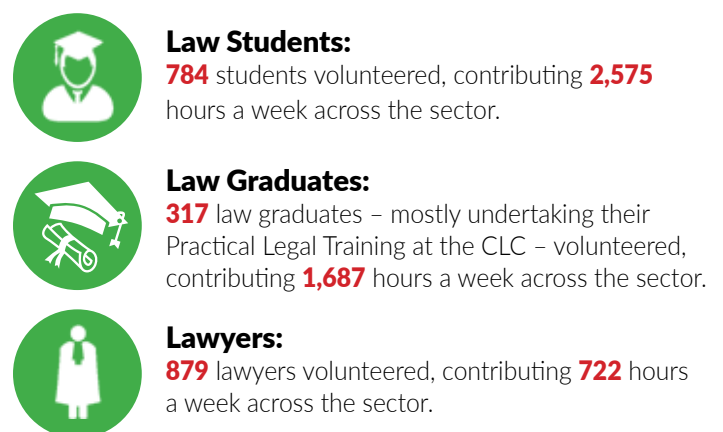


Source: CLCNSW survey October 2017.

## How did CLCs use volunteers?



## The 3 main categories of volunteers were



Source: NACLC Census 2016.

# Meeting our strategic targets

The 2015-2018 Strategic Plan of Community Legal Centres NSW was developed in consultation with CLCNSW members, staff and the Board. CLCNSW also consulted with Legal Aid NSW about the key funding and sustainability issues for the CLC sector in the immediate future.

The Strategic Plan outlines five priority areas for CLCNSW focus, which together represent a clear direction for the work of CLCNSW over the three-year period from July 2015 to June 2018.

## Strategic Plans

### Strategic Priority Area 1: Highlight access to justice

Increased awareness of, and strategic responses to, access to justice. We will:

- Collaborate with CLCs and our community and legal assistance sector partners to identify and work on issues of access to justice, including research into unmet legal needs and emerging trends.
- Promote the outcomes of research into unmet legal needs.

### Strategic Priority Area 2: Advocate for social justice

Advocate for law reform that delivers social justice for community legal centre clients. We will:

- Undertake and collaborate on specific sector-identified campaigns on law reform and policy.
- Respond to law reform issues of significant injustice for local communities of need, especially Aboriginal and Torres Strait Islander communities.
- Position ourselves strategically to ensure the community legal sector's views are included in law reform and policy processes.
- Increase awareness amongst all CLC staff and management of the importance and value of systemic advocacy by CLCs to their clients.

### Strategic Priority Area 3: Promote the value of community legal centres

Increase political and societal awareness and recognition of community legal centres as unique and valuable contributors to the justice system. We will:

- Promote and strengthen awareness of CLCs to stakeholders, funding bodies and the broader community through events, publications, media and online activities.
- Be a leading public commentator on the value and contribution of CLCs to the justice system in the media and to decision-makers.

## #FundEqualJustice

Faced with 30% federal funding cuts to CLC funding through the National Partnership Agreement of Legal Assistance Services from July 2017, the National Association of Community Legal Centres, the state and territory CLC associations, and individual community legal centres ran the #FundEqualJustice campaign to convince the federal government to reverse their decision. While no organisation likes to have to campaign for its own funding, the focus and direction of the campaign fell squarely into key priority areas of CLCNSW: highlighting access to justice, advocating for social justice and promoting the value of CLCs.

With support from the community, the legal sector and from across the political spectrum, the funding campaign was successful. In late April, the federal government announced the reversal of the cuts. This was on top of the NSW government, earlier that month, committing two years of additional funding to stop the cuts taking effect in NSW. With the NSW Attorney General pledging to keep that new money in the system, CLCs are now in a stronger position to continue delivering access to justice in NSW.



Polly, Linda and Nassim with Tracy Howe of NCOSS and Attorney General Mark Speakman, announcing new funding for CLCs from the NSW Government, April 2017.



CLCNSW would like to thank the following people and organisations for their support over the course of the campaign:

- The brave clients of community legal centres who spoke out about the effect of the funding cuts – your voices were critical.
- The staff, Board members, and volunteers at all our member community legal centres, who wrote letters of support, spoke at community events, wrote to your local papers, and met with your state and federal MPs, to try and explain what will happen when funding is removed from free legal assistance services.
- The National Association of Community Legal Centres which spear-headed the #FundEqualJustice campaign, in particular Amanda Alford who provided campaign consistency and vision over an intense three years. Also, our state and territory CLC association colleagues across Australia, especially James Farrell, Cathy Baker and Ros Monroe at CLCQ; Helen Creed at CLCA(WA); and Liana Buchanan, Serina McDuff, and Melanie Poole at the Victorian Federation of CLCs, with whom we shared resources, skills and solidarity.
- NSW Attorney General Mark Speakman and his staff, particularly Bran Black and Lucinda Bourke, for showing that they understand and supported CLCs, and for coming out early to state that the NSW government would meet the funding cuts while continuing to call on the federal government to stop the cuts.
- The MPs across the political spectrum who got behind the campaign, spread the word and championed CLCs amongst their constituencies and colleagues.
- The Aboriginal Legal Service (NSW/ACT), who were facing their own funding cuts and still stood in solidarity with CLCs.
- The Law Society of NSW, particularly Gary Ullman and Pauline Wright, who never missed an opportunity to speak out against the funding cuts.
- Pro bono partners at Sydney's law firms.
- The Law deans at all the NSW universities, who co-signed a powerful letter and engaged in individual advocacy.
- Our supporters across civil society, including Fair Agenda, Rosie Batty, the Australian Services Union, NCOSS and the disability advocacy sector.
- The journalists who kept writing stories and kept this in the ear and eye of government.
- Legal Aid NSW and the NSW Department of Justice, particularly Bronwyn McCutcheon, Sean McCarthy, Lara Sabbadin, and Stephen Bray. These people faced the unenviable task of first trying to implement a National Partnership Agreement which required creation of a method to allocate cuts across the CLCs, and then in May-June 2017 implementing the cuts reversal and additional NSW funding – almost as difficult a task!

Although the funding crisis is over, community legal centres across NSW (and Australia) remain underfunded. We continue to have to turn people away, meaning not everyone who needs legal help can get it.



CLC delegation to Canberra. L-R: Mark Dreyfus (Shadow Attorney General), Julie Owens (MP for Parramatta), Arlia Flemming (Elizabeth Evat CLC), Helen Campbell (Women's Legal Service NSW), Susan Templeman (MP for Blue Mountains), Chris Bowen (Shadow Treasurer), Jason Clare (MP for Blaxland) and Truda Gray (Illawarra Legal Centre), March 2017.



Staff and volunteers at Far West CLC taking part in a social media day of action, March 2017.



Hundreds of community lawyers and supporters gathering in Belmore Park Sydney for the #FundEqualJustice National Day of Action for CLCs, March 2017.

# Meeting our strategic targets

## Advocacy, Communications & Law Reform

In late 2016, CLCNSW redefined a role that had previously been the Law Reform & Policy Officer, Human Rights & Advocacy Officer, and most recently Strategy & Communications Officer as an Advocacy and Communications Coordinator role. This was in recognition of the growing need for peak bodies to coordinate cohesive advocacy, communication and law reform strategies, and also the increasing importance of social media and other forms of communication to raise the profile of the work of CLCs. Mark Riboldi began in the role in January 2017.

Besides advocacy and communications on behalf of the sector, CLCNSW supports member CLCs in these areas, through Quarterlies training sessions, the Law Reform and Policy Network and the Technology and Communications Network, and regular updates via our fortnightly e-newsletter, *Off the Record*.

We also advise, support and take part in advocacy campaigns and activities of member organisations and related organisations. This included being part of the Make Renting Fair network and supporting Just Reinvest NSW.

As part of our advocacy and law reform work, CLCNSW made submissions to the *Review of the Victims Rights and Support Act* (July 2016); *Justice for everyday problems: Civil Justice in NSW* (February 2017); as well as various budget submissions.

### Cross sector collaboration

In 2016/17, CLCNSW worked closely with a range of agencies within and outside the legal assistance sector to highlight the need to improve access to justice. CLCNSW staff, Board members and representatives took part in a range of committees and working groups, including:

- NSW Legal Assistance Forum (NLAF)
- Legal Aid NSW's National Partnership Agreement and Jurisdictional Service Planning meetings
- Cooperative Legal Service Delivery Steering Committee
- Law Society of NSW Indigenous Issues Committee

CLCNSW continued to encourage CLCs to be active members of relevant NLAF working groups, including the NLAF Prisoner's Forum; NLAF Education Act Prosecutions; and NLAF Fines and Traffic Law Working Group.

### Traditional & new media

CLCNSW increased our reach across all forms of media in 2016/17, recognising the importance that communicating effectively across a variety of audiences has for achieving the strategic goals of the sector and increasing access to justice.

Some achievements in this area from the beginning of 2017 include:

- Securing prominent media coverage in the Sydney Morning Herald at key points during the #FundEqualJustice campaign.
- Increasing our Facebook page likes by 53%, from 863 to 1318, and our audience reach by 17%.
- Our most popular Facebook post, announcing the Federal Government reversal of cuts to community legal centres on 24 April 2017 received 410 likes, 29 other reacts, 52 comments, 48 shares, 726 post clicks and 13,149 people reached.
- Increasing our Twitter followers by 15%, from 2060 to 2366, and profile visits by 215%, from 137 to 432.
- Our most popular Tweet, announcing the ALP campaign against cuts to CLCs, earned 8,575 impressions, and was retweeted 46 times.
- Relaunching our pdf newsletter, *Off the Record*, as an e-bulletin, with an average open rate of 32.72% and click through rate of 10.85%, 73% and 39% above industry standard for non-profits, respectively.
- CLCs appearing in the media in NSW at least 97 times

“Shadow NSW Attorney-General Paul Lynch said CLCs ran “on the smell of an oily rag” and provided “significant benefits” to the legal system.

NSW Attorney-General Mark Speakman said the government was “aware of the funding cliff ... and is considering options to ensure they continue to deliver access to justice to the most needy”. “We implore the federal government to rethink its position for the benefit of the many thousands of people assisted by community legal centres each year,” Mr Speakman said.

*Sydney Morning Herald, 6 March 2017.*

## Aboriginal Legal Access Program

Since 2008, Community Legal Centres NSW has operated an Aboriginal Legal Access Program (ALAP) through funding provided by the Public Purposes Fund, now administered by Legal Aid NSW. ALAP makes a significant contribution to access to justice for Aboriginal and Torres Strait Islander people in NSW by:

- Embedding cultural safety in to the framework of community legal centers.
- Improving the numbers of Aboriginal staff in the legal sector, and thereby, amongst other outcomes, strengthening community connections to civil and early intervention legal services.
- Role-modeling employment pathways and culturally appropriate settings for legal education.
- Delivering legal information and advice.
- Developing and supporting relationships between community legal centres and local Aboriginal community controlled organisations and groups, including developing MOUs with the ALS and with Tranby College.

The ALAP program currently funds part-time Aboriginal Legal Access workers in five community legal centres across NSW, as well as a full-time ALAP Coordinator role at CLCNSW, for only \$300,000 a year. CLCNSW continues to advocate for the expansion of this program across NSW.

Successes of the program in the 2016/17 period include:

- An increase in the number of Aboriginal staff (across all roles in CLCs in NSW) from 26 to 27.
- ALAP CLCs assisted 775 Aboriginal and Torres Strait Islander Clients, representing 6.54% of the clients seen, compared to 5.72% for CLC without ALAP<sup>1</sup>. In 2007-2008, the same centres serviced 5.7 per cent and 3.7 per cent respectively, indicating that centres with ALAP workers are able to increase the amount of Aboriginal and Torres Strait Islander clients their centre reaches.

The success of the program can also be felt by CLC staff who report a growing sense of trust and respect of CLC services by local Aboriginal people and communities.

Recently an ALAP worker in Western Sydney told CLCNSW's Aboriginal Legal Access Program Coordinator about a particular success story:

"A woman who had been informed that she was going to be provided with full representation pro-bono for her family law matter called me from rehab and said:

*"I just can't thank you enough, I had almost given up. The idea that I'll be able to hold my baby girl in my arms for the first time in a year... I can't describe it, thank you."*

<sup>1</sup> Adjusted to align with previous stats by excluding specialist centres, and Far West NSW CLC and Western NSW CLC due to the vast over-representation of Aboriginal clients skews the comparative data.

CLCNSW also hosted a highly successful Aboriginal Family Law Legal Training day in November 2016 in collaboration with pro bono supporters at Collins Biggers & Paisley. Speakers included Robyn Roelandts from Macarthur Legal Centre, Rick Welsh from the Mt Druitt Men's Shed, representatives from the Kinchela Boys Home, and a keynote presentation by Judge Matthew Myers AM of the Federal Circuit Court of Australia.

The training focused on early intervention and diversion of vulnerable families from the Children's Court and to the Family Court.

In conjunction with the CLC Quarterlies, CLCNSW ALAP also delivered four Yarn-Up training and development days for Aboriginal and Torres Strait Islander CLC staff.

CLCNSW also staffed information stalls at Wulla Mulla NAIDOC day and Yabun, as well as co-hosting a National Reconciliation Week morning tea with NACLIC, the Tenants Union of NSW, and Justice Connect.



ALAP Coordinator Zac Armytage with Sigrid Herring, who presented on Cultural Safety at the February Quarterly



Judges Sexton and Myers pictured with Zac at the November 2016 Aboriginal Family Law Legal Training Day

# Meeting our strategic targets

## Strategic Priority Area 4: Strengthen the organisational capacity of Community Legal Centres in NSW

Increased capacity for Community Legal Centres to grow and deliver services. We will:

- Advocate for additional funding for CLCs to address unmet legal needs.
- Assist CLCs to diversify funding sources and identify cost savings.
- Investigate alternative organisational models for CLCs.
- Work with CLCs to continually improve the viability and quality of their services to clients and the community, including through the National Accreditation Scheme.
- Provide professional development opportunities based on sector-identified needs for CLCs.

## The Quarterlies

The CLCNSW Quarterlies are three-day CLC sector network and training opportunities held in Sydney four times a year. They begin with Yarn Up day, a forum for professional support and development for Aboriginal and Torres Strait Islander workers in community legal centres to safely and confidentially share their experiences. There are then two days that attract a wide range of CLC workers from across the state to attend a variety of training and network meetings. The full list of Working Groups and Networks that meet at the CLCNSW Quarterlies is on the page opposite. Highlights of training offered at the CLCNSW Quarterlies in 2016/17 include:

- Next Gen! Making PLT students work from you – NACLC, College of Law, RACS & IARC
- Holding the line: PII for frontline/intake workers – Central Coast CLC
- Justice and Corrections gambling help project panel – Department of Justice, Inner City Gambling Help, Mucultural Problem Gambling Service, Wesley Community Legal Service
- Regular sessions on Cultural Safety
- Centrelink and 'robodebt' – Welfare Rights Centre
- CLCs and social enterprise – Social Outcomes
- Finding organisational identity – CLCNSW
- Building our non-legal pro bono relationships – PwC
- How to write an effective short submission – NCOSS, Upper House Committees – Parliament of NSW

CLCNSW collaborated with Women's Legal Service NSW to provide a Domestic Violence Legal Training Day in September 2016, which included sessions such as:

- Understanding the difference: a comparison of specific witness provisions available in sexual assault and DV offence proceedings in NSW – Office of the DPP
- Sense and Sensitivity: Family Law, violence and confidentiality – Women's Legal Service NSW
- A hidden gem? Court based compensation and the Victims' Rights and Support Act 2013: what is it and why aren't we using it? – Women's Legal Service NSW

Following the February 2017 Quarterlies was a Legal Training Day featuring sessions such as:

- Appealing NDIS decision – Disability Advocacy NSW
- Employment law: sham contracts – Mark Gibian – HB Higgins Chambers

In May 2017 CLCNSW hosted a Management Training Day focused on person-centred supervision.



Uncle Alan Madden giving a Welcome to Country at the February 2017 Quarterly



## Networks and Working Groups

A number of CLC working groups and networks meet at the CLC Quarterlies to discuss trends, share tips, provide peer support in tricky areas, hear from guest presenters on

relevant issues, and develop joint strategies for improving clients' experiences of the justice system.

CLCNSW's past Annual Reports have provided an update from each Committee, but in 2016-17 we are trialling a different format to provide these updates. Here we note and acknowledge the hard work of all the convenors during 2016-17.

Network / Working Group	Description	Convenors throughout 2016/17
Aboriginal Legal Access Program & Aboriginal and Torres Strait Islander Rights Working Group	Supports CLCs operating Aboriginal legal access programs by sharing experience and knowledge.	Zachary Armytage, CLCNSW Jo Groves, Northern Rivers CLC Bobbi Murray, Central Coast CLC
Admin / Finance Group	CLC administration and finance officers share relevant systems information and associated policies.	Martin Bangs, Tenants' Union of NSW Julie Vitnell, Hunter CLC
Coordinators and Directors	CLC coordinators & directors share key information particularly about funding issues. This session often includes an update from Legal Aid NSW's CLC Funding Program Manager.	Russell Westacott, Seniors Rights Service Polly Porteous, CLCNSW Katrina Ironside, IARC
Employment and Discrimination Law Network	Brings employment & discrimination lawyers together to discuss current issues in relation to employment and discrimination law.	Annette van Gent, Marrickville Legal Centre Alexandria Robinson, South West Sydney Legal Centre Shane Wescott, Justice Connect Maria Nawaz, Kingsford Legal Centre
Professional Indemnity Insurance Committee (PII)	The PII committee monitors & supports members' compliance with the Risk Management Guide & informs members of relevant legal practice issues. Principal Solicitors (or their delegate) of every member CLC are required under the CLCNSW Constitution to attend these meetings.	Ali Motjahedi, IARC Annette van Gent, Marrickville Legal Centre Hilary Kincaid, Inner City Legal Centre Ken Beilby, Northern Rivers CLC
Prisoners' Rights Working Group	For CLC staff who visit clients in prison, work for, or have an interest in prisoners rights to share their experience, discuss current issues and contribute to policy development.	Carolyn Jones, Women's Legal Service NSW Camilla Pandolfini, PIAC Pat O'Callaghan, Western NSW CLC
Technology and Communications Network	Shares current issues, information and make suggestions to strengthen sector IT and communications.	Drew Macrae, Financial Rights Legal Centre Leo Patterson-Ross, Tenants' Union of NSW
Care and Protection Network	Provides an opportunity for CLCs to discuss relevant care and protection practice and law reform issues.	Liz Snell, Women's Legal Service NSW
Animal Law Network	Open to all CLC staff who are practising or interested in animal law issues.	Tara Ward, Animal Defenders Office Emma Davies, Animal Defenders Office
Social Workers / Non-Legal Support Workers Network	Enables social and other support workers working in CLCs to share issues.	
Community Legal Education Workers Network	CLE workers can share experiences and insights and hear from education and training experts from other sectors.	Bronwyn Ambrogetti, Hunter CLC Nalika Padmasena, Seniors Rights Service Pat Joyce, Seniors Rights Service
Law Reform and Policy Network	Brings together people working on law reform and policy issues to share information, and discuss the possibility of joint work on law reform or policy issues.	Julia Davis, Financial Rights Legal Centre Jemima Mowbray, Tenants' Union of NSW Martin Barker, Marrickville Legal Centre Siobhan Ryan, Justice Connect
Family Relationships Centres / CLCs Network	Provides opportunity to share information and practice experience to further develop the Family Relationships Centres and CLC partnership arrangements. (Note that this was a specific Commonwealth CLC funding program which no longer exists, but many CLCs continue to maintain FRC partnerships)	Helen Taranto, Western Sydney CLC
Regional, Rural and Remote (RRR) Issues Committee	Open to any RRR members to discuss issues for service delivery and sustainability for CLCs operating regionally and remotely.	Arlia Fleming, Elizabeth Evatt CLC Kim Richardson, Hunter CLC
Yarn Up	A forum for professional support and development for the Aboriginal Advisory Group (Aboriginal and Torres Strait Islander workers in CLCs) to safely and confidentially share their experience.	Christine Robinson, Warringa Baiya Danielle Hobday, PIAC Zachary Armytage, CLCNSW



The RRR Network on the Mid North Coast in April 2017 for the RRR Roadshow, with Law Council of Australia President Fiona Macleod.

# Meeting our strategic targets

## Accreditation

This financial year included substantial accreditation assessment of centres across NSW. CLCNSW acknowledges the huge effort made by centres to achieve accreditation outcomes, particularly in a period of funding uncertainty and stress. NSW Regional Accreditation Coordinator, Laurel Draffen, visited 18 centres as part of the accreditation assessment process. The insights and knowledge gained from visiting centres contributed to areas of need for professional development and Quarterly presentations. This year the Animal Defenders Office achieved accreditation for the first time.

Laurel conducted 18 on site assessment visits in 2016/17, of which 13 centres received certification that financial year. In total in 2016/17, 19 centres were certified by the NSW certifier Polly Porteous, including six CLCs who were visited the previous financial year.

According to the CEO of one centre: "The process has been challenging – as in all businesses, the day to day needs crowd out the need to invest time in making the business sustainable. As every small business owner is told – we need to work on the business rather than in the business. Your patience has been fantastic. Thank you."

CLCNSW is delegated by NACLCL to administer phase 2 of the National Accreditation Scheme (NAS) in NSW. CLCNSW acknowledges the dedicated supervision provided by NACLCL's National Accreditation Coordinator Meg Houston and support from peer accreditation coordinators in Victoria and Queensland.

The entire accreditation process can take anywhere from 3 – 6 months. Diagram 1 below demonstrates the key steps

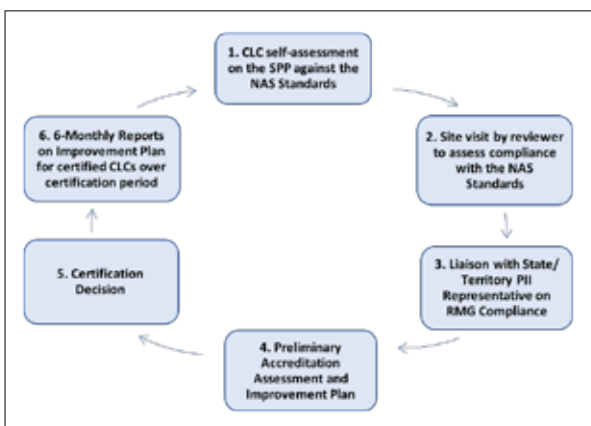


Diagram 1: CLCNSW Accreditation Process

Centres undertook a preparation process by providing online evidence to demonstrate how they meet the NAS standards. The reviewer, Laurel Draffen, then conducted a desktop review of the documents before visiting the centre to interview staff and volunteers, including a board member, to gain first hand insights into the centre's operations. Laurel then wrote a Preliminary Accreditation Assessment (PAA) and an Improvement Plan based on all the evidence

and then consulted with centres to agree on actions for the next 3 years of the accreditation cycle, included in the Improvement Plan. Once agreed the certifier reviewed the PAA and made a decision about certification renewal.

## Administrative efficiencies

CLCNSW were funded by Legal Aid from 1 July 2015 to 30 June 2017 to pursue administrative efficiencies in the NSW CLC sector, as a means to prepare the sector for the impact of the proposed (later withdrawn) Commonwealth government funding cuts in the National Partnership Agreement, referred to as 'the funding cliff'. CLCNSW's Member Services Officer (MSO) across this two-year period investigated:

- Main administrative costs for CLCs;
- Projects and activities that may lead to cost savings to individual CLCs; and
- Possible sector-wide solutions to reduce costs and/or improve administrative services.

The project resulted in a total of 21 initiatives or areas explored over the two year period 2015-2017. Highlights from the 2016/17 period include:

- Provision of free goods to CLCs via Good360;
- Much cheaper document storage;
- Investigating group purchasing (such as electricity) through FairGo Group;
- Identifying ICT opportunities for collaborative innovation;
- Relocating CLCNSW to share premises and costs with Welfare Rights Centre; and
- Building a larger pool of potential volunteers for CLCs and CLCNSW.

Having exhaustively analysed all potential areas for cost savings or improving efficiency across CLCs, CLCNSW is now drawing our two-year Administrative Efficiencies Project to a close. Remaining projects will be continued as part of CLCNSW's ongoing sector support work.



Laurel from CLCNSW and Meg from NACLCL, with representatives from recently accredited Elizabeth Evatt CLC, Northern Rivers CLC, Mid North Coast CLC, Shoalcoast CLC and Seniors Rights Service, February 2017.



## Strategic Priority Area 5: Strengthen Community Legal Centres NSW Inc.

A strong peak body assisting Community Legal Centres to deliver access to justice. We will:

- Review governance and operations to ensure effective delivery of the strategic plan.
- Strengthen our membership and supporter base.
- Ensure the state office of CLCNSW can efficiently and effectively deliver services to members to improve their operations and sustainability.

### Governance restructure

CLCNSW consulted closely with our members about an improved governance structure for CLCNSW, which were signed off at the AGM in November. The changes included the establishment of a smaller Board (17 possible members down to a maximum of 9); the inclusion of a nominated representative of the Aboriginal Advisory Group; and the ability to bring in external Board members in the future.

### CLCNSW Financial Service

CLCNSW received a grant through Legal Aid NSW's Administrative Efficiencies Grants Program to subsidise the establishment of a new Financial Service during 2016-17, which aims to provide book-keeping and financial management services on a fee-for-service basis to member CLCs. The idea for this service was identified during CLCNSW's larger Administrative Efficiencies Project as one way to increase efficiency and improve quality of book-keeping and financial understanding across the CLC sector. In July 2016, CLCNSW engaged Julie Robson as the CLCNSW Financial Service Manager, and with valuable advice and support from Purpose Accounting, the Financial Service took on its first client in December 2016. By the end of June 2017, the Financial Service was servicing four CLCs as well as doing the books for CLCNSW itself.

### Office relocation: Farewell Foveaux St. Hello Holt St!

In 2015, as part of CLCNSW's Administrative Efficiencies Program, all 14 inner city CLCs were surveyed to determine if current locations/leases were suitable and if there was any desire to co-locate with other centres. While we had hoped for an opportunity to be part of a 'legal hub', the circumstances of other interested centres and real estate realities ultimately meant that CLCNSW decided to co-locate with Welfare Rights Centre (WRC) at 55 Holt St. Legal Aid NSW agreed to provide an Administrative Efficiencies Grant to allow the building work, refurbishment and move to take place.

CLCNSW's Member Services Officer Bruce Knobloch oversaw the separation of the premises into two discrete parts and the renovation of the entrance and CLCNSW's half of 102/55 Holt in February and March 2017, with CLCNSW moving in on 27 March. Our Administrative Assistant Donna Flood worked tirelessly alongside Bruce, concentrating on implementing new IT and phone infrastructure.

Significant annual rental savings for CLCNSW (and WRC) are achieved by the co-location. Other cost savings include sharing the Internet connection, electricity, cleaning and security. We also have more space, and this has allowed us to develop both the CLCNSW Financial Service and our student internship program without feeling squeezed!

Staff are happy with the new location and the light open-plan space, and wish to thank the staff of Welfare Rights Centre for making us welcome.



CLC staff and volunteers launching the new office at Holt Street, Surry Hills, with representatives from Legal Aid NSW, MP for Newtown Jenny Leong, Shadow Attorney General Paul Lynch and Attorney General Mark Speakman, May 2017.

# Staff & volunteers

## Staff

Polly Porteous – Interim Executive Director

Laurel Draffen – Capacity Building Coordinator

Zachary Armytage – Aboriginal Legal Access Coordinator

Mark Riboldi – Advocacy and Communications Coordinator

Bruce Knobloch – Member Services Officer

Holly Brooke – Sector Relations Officer

Donna Flood – Administrative Assistant (August 2016-May 2017)

Julie Robson – Manager, CLCNSW Financial Service

Joanna Bednarska – Bookkeeper, CLCNSW Financial Service

## Casual Staff

Catherine Thompson – Finance Officer

Lucy Tran – Administrative Assistant

Robyn Roelandts – Care & Protection Policy Officer

## Volunteers

Lucy Tran - UWS Student Placement

Anna Marquard-Karp - UTS Student Placement



Donna, Laurel, Polly, Holly and Julie celebrating International Women's Day, March 8 2017



CLCNSW staff and friends getting active in the #FundEqualJusticeCampaign. L-R: Jacqui (Redfern Legal Centre), Lucy (CLCNSW volunteer), Mark, Maddie (NACLC), Melanie (Federation of Victorian CLCs), Bruce and Holly, March 2017.

# CLCNSW Justice Award 2016

The Law and Justice Foundation of NSW's annual Justice Awards recognise individuals and groups who have made an outstanding contribution to improving access to justice in NSW. The Community Legal Centres NSW Award in 2016 sought to recognise a project in a NSW community legal centre that demonstrates outstanding commitment to improving access to justice in NSW, particularly for socially and economically disadvantaged people.

2016 saw fantastic nominations:

- Arts Law Centre of Australia: Artists in the Black workshops.
- Elizabeth Evatt Community Legal Centre: Bushfire insurance and risk assessment project.
- Immigration Advice and Rights Centre: Forums for community workers working with migrant women experiencing domestic violence.
- Redfern Legal Centre: Aboriginal Health-Justice Partnership.
- Women's Legal Service NSW: Sense and Sensitivity project.
- Kingsford Legal Centre: Employment Law Clinic.
- Tenants' Union of NSW: Residential Parks Law Education Project.

As well as these awarded projects:

## Highly Commended:

Environmental Defenders Office NSW: *Have Your Say* educational decision-making initiative.

*Have Your Say* encourages community engagement in environmental planning decisions. EDO NSW found that local communities want to be involved in decision-making on environmental issues but often lack knowledge about how to take part. *Have Your Say* was designed to bridge the gap between the community's interests and capabilities. The project consists of community workshops, an online toolkit, online listings of events and weekly email alerts. Fifty workshops have been delivered to more than 1,760 people since the start of 2014. The *Have Your Say* website has around 1,000 views per month.

## Winner:

Inner City Legal Centre: Special Medical Procedures Project.

The Special Medical Procedures Project run by the Inner City Legal Centre (ICLC) has provided legal advice and representation for transgender young people and their families since 2013. Australian law places limitations on a parent's or young person's ability to consent to medical transition from one gender to another and there is court oversight of several stages of medical transition. Project workers obtain expert advice from psychiatrists, endocrinologists and other specialised medical and mental health professionals, some of whom now frequently refer clients to ICLC. Capacity is increased by pro bono assistance from Dowson Turco Lawyers. ICLC solicitors have also delivered community legal education on special medical procedures and other transgender legal issues to parents' groups, LGBTIQ youth groups and community groups.



Hilary from Inner City Legal Centre, accepting the 2016 CLCNSW Award for the ICLC Special Medical Procedures Project, October 2017.

# Our supporters

CLCNSW acknowledges and thanks the following organisations for their generous support of our work.

Organisation/individual	Support	Organisation/individual	Support
Aboriginal Legal Service (NSW / ACT)	The signing of a Statement of Cooperation. Presenting at CLCNSW Quarterlies. Ongoing collaboration and discussions.	Legal Aid NSW, particularly the CLC Program: Bronwyn McCutcheon, Sean McCarthy, Ben Dougall, Lara Sabbadin, and Gaby Carney.	CLC Program: Strong and effective State Program Management. Legal Aid / CLC partnerships program. Access to the Learning Management System and professional development opportunities for CLC staff.
ACON	Venue and catering for the CLCNSW quarterlies.	Also, Jenny Lovric, Kylie Beckhouse, Ruth Pilkinton, Michelle Jones	Other staff: Presenting at CLCNSW Quarterlies.
Anne Whitehead, Office of the Director of Public Prosecutions	Presenting at DV Legal Training Day.	LexisNexis	Access to the LexisNexis AU platform, LexisNexis Practical Guidance Modules and Lexis Red resources. Presenting at Quarterlies on the resources available online.
Arjun Chaabra, Maurice Byers Chambers	Presenting at DV Legal Training Day.	Judge Matthew Myers	Providing a keynote at CLCNSW Aboriginal Family Law Legal Training Day.
Ashurst, particularly Patrick Delayney	Pro bono advice to CLCNSW on revising our Rules and Objects. Venues for CLCNSW Board meetings. Various other pro bono assistance.	Maritime Union of Australia	Discounted rates and great service for use of venue for several training days and events.
Dr Bridget Harris	Presenting at DV Legal Training Day.	Mark Gibian, HB Higgins Chambers	Presenting at a CLCNSW Legal Training Day on Employment Law.
NSW College of Law	Ongoing collaboration with the CLC Practice Management Course. Presenting at CLCNSW Quarterlies.	Metropolitan Land Council	Presenting at CLCNSW Quarterlies on Cultural Safety.
Clayton Utz, particularly Sylvia Kuzmiczenko and Kate Thomas	Information and advice on CLCNSW lease; assistance with venues; other pro bono assistance.	Nanette Williams, Crown Prosecutor	Presenting at DV Legal Training Day.
DLA Piper	Range of pro bono assistance.	NSW Department of Justice, particularly Stephen Bray and Maureen Tangney	Liaising with CLCNSW in relation to the NPA Presenting at Quarterlies relating to the Gambling Help Project and Civil Justice Strategy
Disability Advocacy NSW - Ndinawe Mtonga, Advocacy Coordinator	Presenting at a CLCNSW Legal Training Day.	NCOSS, specially Ben Folino and Tracey Howe	Supporting CLCs particularly in relation to our funding crisis.
FaCS	Presenting at Quarterlies on case management.	On Code	Rodney Hinde presenting at CLCNSW Quarterlies on organisational identity.
Forensic Medical Unit, Western Sydney Legal Health District & Nepean Blue Mountains Legal Health District	Presenting at DV Legal Training Day.	Pitcher Partners, particularly Mark Godlewski	Conducting CLCNSW Audit; Presenting a training workshop at CLCNSW Quarterlies on Audits.
Gilbert + Tobin	Venue and catering for the Aboriginal Legal Access Program (ALAP) Yam Up days and CLCNSW Board meetings; extensive other pro bono assistance.	Purpose Accounting, particularly Alex Cowell, Sony Bonang and Anna Collett	Supporting CLCNSW Financial Service in its first year of operation. Presenting training at CLCNSW Quarterlies on a range of financial topics.
Herbert Smith Freehills	Various pro bono assistance, including venue and catering for CLC events.	Price Waterhouse Coopers	Undertaking an audit of the ICT issues at 19 CLCs Presenting at various CLCNSW Quarterlies.
Ingrid Reilly, DV Liaison Officer, NSW Police	Presenting at CLCNSW Quarterlies on DV and animals.	Santone Lawyers Workers	Carmine Santone presenting at CLCNSW Quarterlies on Compensation and Employment Law.
Kerry Wright, NLAFF Project Manager	Ably resourcing NLAFF Nassim Arrage in his role as Chair.	Sigrid Herring	Presenting at CLCNSW Quarterlies on Cultural Safety.
Kinchela Boys Home representatives	Presenting on the Stolen Generations at a CLCNSW Aboriginal Family Law Legal Training Day.	Social Outcomes - Vanessa Lesnie	Presenting at CLCNSW Quarterlies.
LawAccess NSW	Access to orientation sessions for CLC staff; access to LawPrompt.	Steve Cominos, Reader at St James Chambers	Presenter at September 2016 Quarterlies on Contracts.
Law & Justice Foundation, particularly Geoff Mulherin, Suzie Forrell, and Catherine Carpenter	Presenting at several CLCNSW Quarterlies. Supporting CLCNSW in the CLCNSW Award as part of the Justice Awards. Other collaboration and partnerships.	Thomson Reuters	Royalty payments from sales of the Law Handbook to support activities of CLCNSW
Law Society of NSW	Ongoing collaboration and discussions on issues of mutual interest. Presentations at CLCNSW Legal Training Days and Quarterlies.	Tranby Aboriginal College	Ongoing collaboration through our Statement of Cooperation; includes places for CLC staff in the Diploma of National Indigenous Legal Advocacy.
		Women NSW, particularly Alicia Jillard	Coordinating and providing presentations at DV Legal Training Day.

We also acknowledge and thank, with much appreciation, those CLC staff and volunteers who provided assistance and support for the Quarterlies, such as convening the networks/working groups and providing training sessions.

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**Community Legal Centres NSW Inc.**

ABN 22 149 415 148

Financial report

For the year ended 30 June 2017

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**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

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**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**COMMITTEE'S REPORT**

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The committee members present their report together with the financial report of Community Legal Centres NSW Inc. for the year ended 30 June 2017 and auditor's report thereon.

**Committee members' names**

The names of the committee members in office at any time during or since the end of the year are:

Julia Davis  
Katrina Ironside  
Kellie McDonald  
Rachael Martin  
Arlia Fleming (appointed November 2016)  
Linda Tucker (appointed November 2016)  
Kim Ly (appointed November 2016)  
Danielle Hobday (appointed June 2017)  
Ken Beilby (term ended November 2016)  
Kim Richardson (term ended November 2016)  
Elizabeth Snell (term ended November 2016)  
Nassim Arrage (term ended November 2016)  
Emma Golledge (resigned January 2017)  
Patrick O'Callaghan (resigned January 2017)  
Polly Porteous (ex officio to December 2016)  
Anna Cody (ex officio from July 2016 to December 2016)  
Catherine Dornan (appointed November 2016, resigned January 2017)  
Ali Motjahedi (appointed November 2016, resigned January 2017)  
Jacqui Swinburne (appointed November 2016, resigned January 2017)

The committee members have been in office since the start of the year to the date of this report unless otherwise stated.

**Results**

The surplus of the Association for the year amounted to \$37,219.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**COMMITTEE'S REPORT**

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**Review of operations**

The Association continued to engage in its principal activity, the results of which are disclosed in the attached financial statements.

**Significant changes in state of affairs**



There were no significant changes in the Association's state of affairs that occurred during the financial year, other than those referred to elsewhere in this report.

**Principal activities**

The principal activity of the Association during the year was to assist disadvantaged and marginalised people in the NSW community obtain access to legal services by:

- supporting and assisting community legal centres in NSW to provide these services.

Signed on behalf of the members of the committee.

Deputy Chair  Treasurer:   
Rachael Martin Kim Ly

Dated this  day of  2017

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
<b>Revenue and other income</b>			
Operating grants	4	907,405	660,865
Other income	4	149,898	122,111
	4	1,057,303	782,976
<b>Less: expenses</b>			
Depreciation and amortisation expense	5	(9,299)	(389)
Employee benefits expense		(693,750)	(493,310)
Advertising expense		(2,057)	-
CLCNSW expense		(16,262)	(18,463)
Program and planning expenses		(65,286)	(92,096)
Office overhead expense		(103,028)	(63,747)
Rental expense premises		(42,350)	(52,961)
Other employees expense		(1,596)	(16,513)
Consultants and contractors expense		(84,970)	(12,225)
Other expenses		(1,486)	(26,338)
		(1,020,084)	(776,042)
<b>Surplus / (deficit)</b>		37,219	6,934
<b>Other comprehensive income for the year</b>		-	-
<b>Total comprehensive income</b>		37,219	6,934

The accompanying notes form part of these financial statements.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2017**

	Note	2017 \$	2016 \$
<b>Current assets</b>			
Cash and cash equivalents	6	492,201	359,102
Receivables	7	6,436	2,699
Other financial assets	8	121,570	116,882
Other assets	10	140	26,955
<b>Total current assets</b>		620,347	505,638
<b>Non-current assets</b>			
Property, plant and equipment	9	88,085	5,111
Other assets	10	3,192	3,192
<b>Total non-current assets</b>		91,277	8,303
<b>Total assets</b>		711,624	513,941
<b>Current liabilities</b>			
Payables	11	75,768	70,645
Provisions	12	56,548	37,562
Other liabilities	13	328,848	201,311
<b>Total current liabilities</b>		461,164	309,518
<b>Non-current liabilities</b>			
Provisions	12	13,818	5,000
<b>Total non-current liabilities</b>		13,818	5,000
<b>Total liabilities</b>		474,982	314,518
<b>Net assets</b>		236,642	199,423
<b>Members funds</b>			
Reserves	14	79,910	79,910
Accumulated surplus	15	156,732	119,513
<b>Total members funds</b>		236,642	199,423

The accompanying notes form part of these financial statements.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**STATEMENT OF CHANGES IN MEMBERS FUNDS  
FOR THE YEAR ENDED 30 JUNE 2017**

	<b>Reserves</b>	<b>Accumulated surplus</b>	<b>Total equity</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Balance as at 1 July 2015</b>	109,271	83,218	192,489
Surplus/(deficit) for the year	-	6,934	6,934
<b>Total comprehensive income for the year</b>	-	6,934	6,934
Transfers	(29,361)	29,361	-
<b>Balance as at 1 July 2016</b>	79,910	119,513	199,423
Surplus/(deficit) for the year	-	37,219	37,219
<b>Total comprehensive income for the year</b>	-	37,219	37,219
<b>Balance as at 30 June 2017</b>	79,910	156,732	236,642

The accompanying notes form part of these financial statements.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
<b>Cash flow from operating activities</b>			
Receipts from customers		1,315,757	1,075,205
Payments to suppliers and employees		(1,091,732)	(892,135)
Interest received		6,035	7,639
<b>Net cash provided by operating activities</b>	16(b)	230,060	190,709
<b>Cash flow from investing activities</b>			
Payment for property, plant and equipment		(92,273)	(4,060)
Proceeds from (payment for) investments		(4,688)	131,043
<b>Net cash provided by / (used in) investing activities</b>		(96,961)	126,983
<b>Reconciliation of cash</b>			
Cash at beginning of the financial year		359,102	41,410
Net increase in cash held		133,099	317,692
<b>Cash at end of financial year</b>	16(a)	492,201	359,102

The accompanying notes form part of these financial statements.



**COMMUNITY LEGAL CENTRES NSW INC.**

**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2017**

**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

The committee has determined that the Association is not a reporting entity on the basis that, in the opinion of the committee, there are unlikely to exist users of the financial report who are unable to command the preparation of reports tailored so as to satisfy, specifically, all of their information needs. Accordingly, this financial report is a special purpose financial report, which has been prepared for use by the committee and members of the Association.

The financial report covers Community Legal Centres NSW Inc. as an individual entity. Community Legal Centres NSW Inc. is an Association, formed and domiciled in Australia. Community Legal Centres NSW Inc. is a not-for-profit entity for the purpose of preparing the financial statements.

The financial report was approved by the committee as at the date of the committee's report. The financial report has been prepared in accordance with the requirements of the Associations

Incorporation Act 2009 and the Australian Charities and Not-for-profits Commission Act 2012. The financial report complies with the disclosure requirements of the following accounting standards.

- AASB 101: Presentation of Financial Statements
- AASB 107: Statement of Cash Flows
- AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors AASB 1048: Interpretation of Standards
- AASB 1054: Australian Additional Disclosures

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

**(a) Basis of preparation of the financial report**

*Historical Cost Convention*

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

*Significant accounting estimates and judgements*

The preparation of the financial report requires the use of certain estimates and judgements in applying the entity's accounting policies. Those estimates and judgements significant to the financial report are disclosed in Note 3.

**(b) Revenue**

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

Grant income, is recognised as revenue in the year to which the associated expenditure and grant funding agreement relates. Accordingly, grants received in the current year for expenditure in future years are treated as grants in advance. Unexpended specific grant income at 30 June each year is disclosed as a liability. Where surplus funds are required to be repaid, they will remain as a liability until repayment.

Membership fees are recognised as revenue when no significant uncertainty as to its collectability exists, if the fee relates only to membership and all other services or products are paid for separately, or if there is a separate annual subscription. Membership fees are recognised on a basis that reflects the timing, nature and value of the benefit provided if the fee entitles the member to services or publications to be provided during the membership period, or to purchase goods or services at prices lower than those charged to non-members.

Interest revenue is measured in accordance with the effective interest method. All revenue is measured net of the amount of goods and services tax (GST).

**(c) Income tax**

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

**(d) Cash and cash equivalents**

Cash and cash equivalents include cash on hand and at banks, short-term deposits with an original maturity of three months or less held at call with financial institutions, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the statement of financial position.

**(e) Financial instruments**

*Classification*

The Association classifies its financial assets in the following categories: financial assets at fair value through profit or loss, loans and receivables, held-to-maturity investments, and available-for-sale financial assets.

The classification depends on the nature of the item and the purpose for which the instruments were acquired. Management determines the classification of its financial instruments at initial recognition.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**(f) Property, plant and equipment**

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

*Plant and equipment*

Plant and equipment is measured on the cost basis.

*Depreciation*

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

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

<b>Class of fixed asset</b>	<b>Depreciation rates</b>	<b>Depreciation basis</b>
Leasehold improvements at cost	50%	Straight line
Office equipment at cost	25% - 33%	Diminishing value/ Straight line

**(g) Impairment of non-financial assets**

An impairment loss is recognised when the carrying amount of an asset exceeds the asset's recoverable amount. The recoverable amount of an asset is defined as the higher of its fair value less costs to sell and value in use.

Where the future economic benefits of an asset are not primarily dependent on the asset's ability to generate net cash inflows and where the Association would, if deprived of the asset, replaces its remaining future economic benefits, the recoverable amount is assessed on the basis of the asset's depreciated replacement cost which is defined as the current replacement cost less accumulated depreciation calculated on the basis of such cost.

**(h) 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.

**(i) Leases**

Leases are classified at their inception as either operating or finance leases based on the economic substance of the agreement so as to reflect the risks and benefits incidental to ownership.

*Operating leases*

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are recognised as an expense on a straight-line basis over the term of the lease.

Lease incentives received under operating leases are recognised as a liability and amortised on a straight-line basis over the life of the lease term.

**(j) Employee benefits**

*(i) Short-term employee benefit obligations*

Liabilities arising in respect of wages and salaries, annual leave, accumulated sick leave and any other employee benefits (other than termination benefits) expected to be settled wholly before twelve months after the end of the annual reporting period are measured at the (undiscounted) amounts based on remuneration rates which are expected to be paid when the liability is settled. The expected cost of short-term employee benefits in the form of compensated absences such as annual leave and accumulated sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables in the statement of financial position.

*(ii) Long-term employee benefit obligations*

The provision for other long-term employee benefits, including obligations for long service leave and annual leave, which are not expected to be settled wholly before twelve months after the end of the reporting period, are measured at the present value of the estimated future cash outflow to be made in respect of the services provided by employees up to the reporting date.

Other long-term employee benefit obligations are presented as current liabilities in the statement of financial position if the entity does not have an unconditional right to defer settlement for at least twelve months after the reporting date, regardless of when the actual settlement is expected to occur. All other long-term employee benefit obligations are presented as non-current liabilities in the statement of financial position.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**(k) Goods and Services Tax (GST)**

Revenues, expenses and purchased assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the 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.

Cash flows are presented in the statement of cash flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(l) Comparatives**

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

**(m) Adoption of new and amended accounting standards that are first operative**

There are no new and amended accounting standards effective for the financial year beginning 1 July 2016 which materially affect any amounts recorded in the current or prior year.

**NOTE 2: ACCOUNTING STANDARDS ISSUED BUT NOT YET EFFECTIVE**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Association. The Association has decided not to early adopt any of these new and amended pronouncements. The Association's assessment of the new and amended pronouncements that are relevant to the Association but applicable in future reporting periods is set out below.

**AASB 9: Financial Instruments (applicable for annual reporting periods commencing on or after 1 January 2018).**

The Standard will replace AASB 139: Financial Instruments: Recognition and Measurement. The key changes that may affect the Association on initial application of AASB 9 and associated amending Standards include:

- simplifying the general classifications of financial assets into those carried at amortised cost and those carried at fair value;
- permitting entities to irrevocably elect on initial recognition to present gains and losses on an equity instrument that is not held for trading in other comprehensive income (OCI);
- requiring an entity that chooses to measure a financial liability at fair value to present the portion of the change in its fair value due to changes in the entity's own credit risk in OCI, except when it would create an 'accounting mismatch'; and
- requiring impairment of financial assets carried at amortised cost to be based on an expected loss approach.

Although the committee members anticipate that the adoption of AASB 9 may have an impact on the Association's financial instruments, including hedging activity, it is impracticable at this stage to provide a reasonable estimate of such impact.

**AASB 15: Revenue from Contracts with Customers (applicable to annual reporting periods commencing on or after 1 January 2019).**

AASB 15 will provide (except in relation to some specific exceptions, such as lease contracts and insurance contracts) a single source of accounting requirements for all contracts with customers, thereby replacing all current accounting pronouncements on revenue.

The Standard provides a revised principle for recognising and measuring revenue. Under AASB 15, revenue is recognised in a manner that depicts the transfer of promised goods or services to customers in an amount that reflects the consideration to which the provider of the goods or services expects to be entitled. To give effect to this principle,

Although the committee members anticipate that the adoption of AASB 15 may have an impact on the Association's reported revenue, it is impracticable at this stage to provide a reasonable estimate of such impact.

**COMMUNITY LEGAL CENTRES NSW INC.**

**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2017**

**AASB 16: Leases (applicable for annual reporting periods commencing on or after 1 January 2019).**

AASB 16 will replace AASB 117: Leases and introduces a single lessee accounting model that will require a lessee to recognise right-of-use assets and lease liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value. Right-of-use assets are initially measured at their cost and lease liabilities are initially measured on a present value basis. Subsequent to initial recognition:

- right-of-use assets are accounted for on a similar basis to non-financial assets, whereby the right-of-use asset is accounted for in accordance with a cost model unless the underlying asset is accounted for on a revaluation basis, in which case if the underlying asset is:
- property, plant or equipment, the lessee can elect to apply the revaluation model in AASB 116: Property, Plant and Equipment to all of the right-of-use assets that relate to that class of property, plant and equipment; and
- lease liabilities are accounted for on a similar basis as other financial liabilities, whereby interest expense is recognised in respect of the liability and the carrying amount of the liability is reduced to reflect lease payments made.

Although the committee members anticipate that the adoption of AASB 16 may have an impact on the Association's accounting for its operating leases, it is impracticable at this stage to provide a reasonable estimate of such impact.

**AASB 1058: Income of Not-for-Profit Entities (applicable for annual reporting periods commencing on or after 1 January 2019).**

AASB 1058 replaces the income recognition requirements in AASB 1004: Contributions applicable to not-for-profit entities with a model based on the principles of AASB 15: Revenue from Contracts with Customers. Consequently, AASB 1058 requires not-for-profit entities to recognise all revenue from contracts with customers when the related performance obligations are satisfied, irrespective of whether the ultimate beneficiary of the goods or services provided by the not-for-profit entity is the grantor of the funds or another entity. An agreement involving a not-for-profit entity would be classified as a contract with a customer if the agreement:

- creates enforceable rights and obligations between the parties; and
- includes a promise by the not-for-profit entity to transfer a good or service that is sufficiently specific for the entity to determine when the obligation is satisfied.

For contracts with customers that comprise a donation component, AASB 1058 requires such components to be treated as part of the performance obligation(s) unless the entity can demonstrate that component is not related to the promised goods or services.

When an arrangement does not meet the criteria for a contract with a customer, the inflows are accounted for in accordance with AASB 1058, which requires:

- the asset received by the not-for-profit entity to be accounted for in accordance with the applicable Australian Accounting Standard; and
- any difference between the consideration given for the asset and its fair value to be recognised in accordance with its substance (such as a contract liability, a financial instrument and/or a contribution by owners), and any residual amount recognised as income.

AASB 1058 also permits a not-for-profit entity to recognise volunteer services as an asset or expense (as applicable) and any related contributions by owners or revenue as an accounting policy choice, provided that the fair value of the services can be measured reliably.

Although the committee members anticipate that the adoption of AASB 1058 and related Standards may have an impact on the Association's reported revenue, it is impracticable at this stage to provide a reasonable estimate of such impact.

**NOTE 3: SIGNIFICANT ACCOUNTING ESTIMATES AND JUDGEMENTS**

In the application of the association's accounting policies, management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 4: REVENUE AND OTHER INCOME</b>		
Operating Grants	907,405	660,865
	907,405	660,865
Other income		
Profit on sale/revaluation of non current assets	1,091	-
40th Anniversary income	-	20,261
CLCNSW membership fees	24,353	25,186
Professional Indemnity Insurance	47,460	46,301
Interest income	6,035	7,639
Fees & Charges	30,706	-
Sundry income	40,253	22,724
	149,898	122,111
	1,057,303	782,976
<b>NOTE 5: OPERATING SURPLUS / (DEFICIT)</b>		
Surplus / (deficit) has been determined after:		
Net gain on disposal of non-current assets:		
- Profit on sale of property, plant and equipment	1,091	-
Depreciation	9,299	389
	10,390	389
Remuneration of auditors for:		
Audit and assurance services		
- Audit of the financial report	7,685	7,450
	7,685	7,450
<b>NOTE 6: CASH AND CASH EQUIVALENTS</b>		
Cash on hand	200	200
Cash at bank	492,001	358,902
	492,201	359,102
	492,201	359,102

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 7: RECEIVABLES</b>		
CURRENT		
Trade debtors	6,436	694
Other receivables Interest receivable	-	2,005
	6,436	2,699
<b>NOTE 8: OTHER FINANCIAL ASSETS</b>		
CURRENT		
<i>Held to maturity financial assets</i>		
Term deposits	121,570	116,882
	121,570	116,882
<b>NOTE 9: PROPERTY, PLANT AND EQUIPMENT</b>		
Leasehold improvements		
At cost	83,198	42,236
Less accumulated depreciation	(4,160)	(42,236)
	79,038	-
<b>Plant and equipment</b>		
Office equipment and computer equipment at cost	35,519	28,332
less accumulated depreciation	(26,472)	(23,221)
	9,047	5,111
Total property, plant and equipment	88,085	5,111



**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 10: OTHER ASSETS</b>		
CURRENT		
Prepayments	140	26,955
	140	26,955
NON CURRENT		
Term deposits - bank guarantees	3,192	3,192
	3,192	3,192
Term deposits totalling \$3,192 are held as bank guarantees in relation to the Association's credit card.		
<b>NOTE 11: PAYABLES</b>		
CURRENT		
<i>Unsecured liabilities</i>		
Trade creditors	4,776	-
PAYG tax payable	8,258	14,054
Superannuation payable	5,035	6,973
GST credits	17,341	6,000
Other payables	-	29,037
Accrued expenses	40,358	14,581
	75,768	70,645
<b>NOTE 12: PROVISIONS</b>		
CURRENT		
Annual leave	(a) 43,480	25,772
Long service leave	(a) 13,068	11,790
	56,548	37,562
NON CURRENT		
Long service leave	(a) 8,818	-
Make good	5,000	5,000
	13,818	5,000
(a) Aggregate employee benefits liability	65,367	37,562

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 10: OTHER ASSETS</b>		
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	56,548	37,562
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**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 13: OTHER LIABILITIES</b>		
CURRENT		
Unexpended grants	328,848	201,311
	328,848	201,311
<b>NOTE 14: RESERVES</b>		
Parental leave reserve	14(a) 31,491	31,491
Redundancy reserve	14(b) 48,419	48,419
	79,910	79,910
<b>(a) Parental leave reserve</b>		
The parental leave reserve represents amounts set aside to cover future costs associated with employees taking parental leave.		
<i>Movements in reserve</i>		
Opening balance	31,491	31,491
Closing balance	31,491	31,491
<b>(b) Redundancy reserve</b>		
The redundancy reserve represents amounts set aside to cover the costs of redundancies.		
<i>Movements in reserve</i>		
Opening balance	48,419	77,780
Transfers	-	(29,361)
Closing balance	48,419	48,419
<b>NOTE 15: ACCUMULATED SURPLUS</b>		
Accumulated surplus at beginning of year	119,513	83,218
Surplus / (deficit)	37,219	6,934
Transfer (to) / from reserves	-	29,361
	156,732	119,513

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 16: CASH FLOW INFORMATION</b>		
<b>(a) Reconciliation of cash</b>		
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the statement of financial position is as follows:		
Cash on hand	200	200
Cash at bank	492,001	358,902
	492,201	359,102
<b>(b) Reconciliation of cash flow from operations with surplus / (deficit) after income tax</b>		
Surplus / (deficit) from ordinary activities after income tax	37,219	6,934
Adjustments and non-cash items		
Depreciation	9,299	389
Changes in assets and liabilities		
(Increase) / decrease in receivables	(3,737)	1,200
(Increase) / decrease in other assets	26,815	(4)
Increase / (decrease) in grants received in advance	127,537	201,311
Increase / (decrease) in payables	5,123	23,859
Increase / (decrease) in provisions	27,804	(42,980)
	192,841	183,775
Cash flows from (used in) operating activities	230,060	190,709

**NOTE 17: RELATED PARTY TRANSACTIONS**

Transactions between parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 18: CAPITAL AND LEASING COMMITMENTS</b>		
(a) Operating lease commitments		
Non-cancellable operating leases contracted for but not capitalised in the financial statements:		
Payable		
- not later than one year	2,486	2,183
- later than one year and not later than five years	9,321	2,479
- later than five years	-	-
	<u>11,807</u>	<u>4,662</u>

The photocopier is a non-cancellable lease with a five-year term commencing 6 April 2017, with payments made monthly in advance.

Balances exclude GST.

**NOTE 19: EVENTS SUBSEQUENT TO REPORTING DATE**

There has been no matter or circumstance, which has arisen since 30 June 2017 that has significantly affected or may significantly affect:

- (a) the operations, in financial years subsequent to 30 June 2017, of the Association, or
- (b) the results of those operations, or
- (c) the state of affairs, in financial years subsequent to 30 June 2017, of the Association.

**NOTE 20: ASSOCIATION DETAILS**

The principal place of business of the Association is:

Suite 102 / 105 Holt Street

SURRY HILLS NSW 2010

**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**



**STATEMENT BY MEMBERS OF THE COMMITTEE**

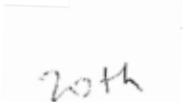
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The committee declare that:

1. there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and
2. the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the *Associations Incorporation Act 2009*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2013* and *Associations Incorporation Act 2009*.

Deputy Chair  Treasurer:   
Rachael Martin Kim Ly

Dated this  day of  2017



**COMMUNITY LEGAL CENTRES NSW INC.**  
**ABN 22 149 415 148**

**INDEPENDENT AUDITOR'S REPORT**  
**TO THE MEMBERS OF COMMUNITY LEGAL CENTRES NSW INC.**

**Report on the Audit of the Financial Report**

*Opinion*

We have audited the financial report, being a special purpose financial report of Community Legal Centres NSW Inc., "the Association", which comprises the statement of financial position as at 30 June 2017, the statement of profit or loss and other comprehensive income, statement of changes in members funds and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the statement by members of the committee.

In our opinion, the accompanying financial report of Community Legal Centres NSW Inc., is in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* and the *Associations Incorporation Act 2009*, including:

- (a) giving a true and fair view of the Association's financial position as at 30 June 2017 and of its financial performance for the year then ended; and
- (b) complying with Australian Accounting Standards and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

The Association has kept such financial records as are necessary to enable financial statements to be prepared in accordance with applicable Australian Accounting Standards.

*Basis for Opinion*

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Association in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* "ACNC Act" and the ethical requirements of the Accounting

Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* "the Code" that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

*Emphasis of Matter - Basis of Accounting*

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Community Legal Centres NSW Inc. to meet the requirements of the ACNC Act and the *Associations Incorporation Act 2009*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

*Other Information*

The committee are responsible for the other information. The other information comprises the information included in the Association's annual report for the year ended 30 June 2017, but does not include the financial report and our auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**COMMUNITY LEGAL CENTRES NSW INC.**

ABN 22 149 415 148

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF COMMUNITY LEGAL CENTRES NSW INC.***Responsibilities of the Committee for the Financial Report*

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the ACNC Act, the Associations Incorporation Act 2009 and for 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.

In preparing the financial report, the committee is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

*Auditor's Responsibilities for the Audit of the Financial Report*

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation. We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

  
Mark Godlewski  
Partner  
PITCHER PARTNERS  
SYDNEYDate 21 November 2017  
Registered Company Auditor 172348



Sue Higginson, EDO, at Young Lawyers Career Fair, August 2016



Olenka Motyka, Central Coast CLC and Laurel Draffen, CLCNSW at CLCNSW Office opening May 2017



Bruce Knobloch and Holly Brooke, CLCNSW, at Young Lawyers Career Fair, August 2016



Carolyn Odgers, Welfare Rights Centre; Te Raehira Wihapi, NACL; Nalika Padmasena, Seniors Rights Service; Alice Jones-Rabbitt, NACL; and Julie Foreman, Tenants' Union of NSW, at CLCNSW Office opening May 2017



CLEW Co convenors February 2016



Tracey Willow, Northern Rivers CLC; Julie Vitnell, Hunter CLC; and Janet Loughman, Women's Legal Services NSW, at CLCNSW Office opening May 2017





Welfare Rights Centre staff and volunteers, March 2017



Tenants' Union of NSW staff, March 2017



Holly Brooke, CLCNSW, September 2016



Helen Campbell, Women's Legal Services NSW; Arlia Fleming, Elizabeth Evatt, and Truda Gray, Illawarra Legal Centre, March 2017



Polly Porteous, CLCNSW and some helpers, Marrickville Legal Centre and Women's Legal Services NSW International Women's Day Fair, March 2017



Julie Robson, CLCNSW, November 2016



National community legal centre delegation attending Parliament House, Canberra, May 2017



Justice denied, March 2017



Warringa Baiya stall, 2016



Uncle Alan Madden; Zac Armytage, CLCNSW; Linda Tucker, Chair of CLCNSW speaking at the opening of CLCNSW's new office, May 2017



Liz Dods, NACL; staff from the ADO; and Donna Flood, Welfare Rights Centre, opening of CLCNSW's new office, May 2017



Jenny Leong, Member for Newtown; Emily Ryan, EDO; and Paul Lynch, Member for Liverpool and Shadow Attorney General, at the opening of CLCNSW's new office, May 2017



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