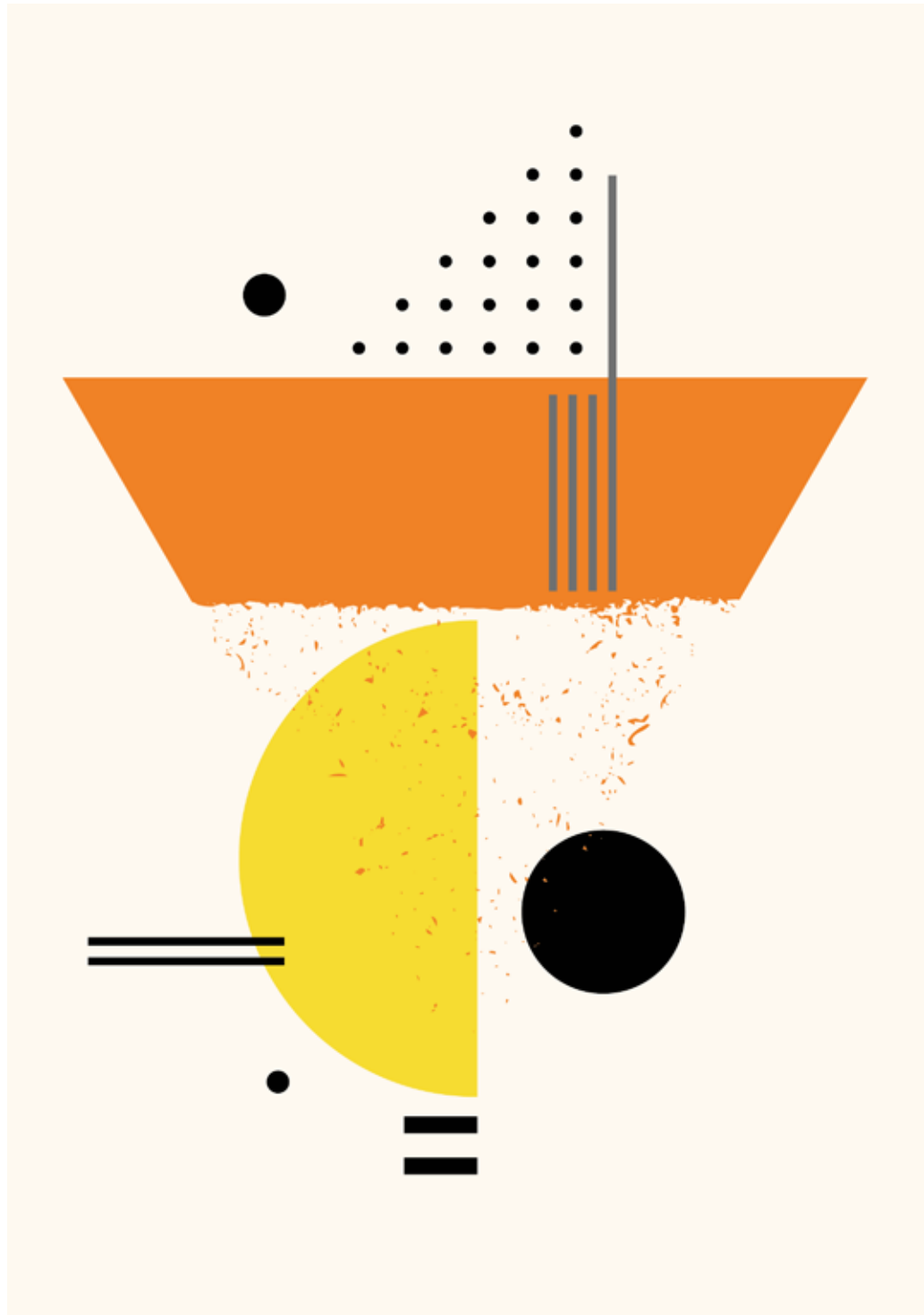




SPRINGVALE MONASH
LEGAL SERVICE Inc.

REACHING OUT TO THE COMMUNITY
ANNUAL REPORT

SPRINGVALE MONASH LEGAL SERVICE INC.



INSIDE THE REPORT

04 ABOUT US

14 OUR WORK

30 OUR VOLUNTEERS

38 FACTS & FIGURES

64 ACKNOWLEDGMENTS

01

ABOUT US

CHAIRPERSON MESSAGE

The needs and nature of the community we serve are ever-changing, and we continue to reach out and adapt to ensure the services we offer remain effective.



Dona Tantirimudalige
Chair

SMLS continues to strive towards a fairer future for the community we serve. Over more than four decades we have focused on empowering and supporting members of our community to use the law and legal system to protect their rights, broaden awareness of legal processes, and advocate for change.

That community, however, has grown and changed over that time. Over the last four decades Melbourne has almost doubled in size, and population boom has been strongly felt in the South East. For example, Cranbourne East has been identified as Australia's fastest-growing suburb due to a 27% population growth the last year.

SMLS exists in a diverse and dynamic environment. The needs and nature of the community we serve are ever-changing, and we continue to reach out and adapt to ensure the services we offer remain effective.

We have focused on ensuring we have an active presence in our growing region, to not only empower and support, but to develop a deeper understanding of that community, and foster richer, ongoing relationships.

We have established new outreach services at Autumn Place Community Hub in Doveton, and at Pakenham Library.

We have also expanded our generalist services across a broader area with a roll out of SMLS's new premises in Narre Warren.

Our flagship program, Sporting Change, now in its third year continues from strength to strength, with an evaluation report of the initial site at Narre Warren PT-12 launched on 29 April 2019 at Bunjil

Place in Narre Warren. The program is focused on empowering young people, using a collaborative and multidisciplinary approach, to instil key legal messages, helping young people understand the legal system.

Over the last 12 months SMLS has continued to reach out to our community, and ensure we continue to provide deeply effective services where and when they are needed.

I would like to thank the Board, the management of the SMLS for their leadership, and all the staff, volunteers and students for the contribution to the organisation and the community. As that Chair, I thank departing Directors for their commitment and contribution to SMLS, Andrew Simmons and Deborah Rulach. I welcome new Monash Law representatives Brodie Woodland, David Hanna, Jessica Lightfoot and Jane prior.

We have an exciting time ahead as we embed our greater presence in the South East and look forward to another fantastic year ahead with all of you.

COMMITTEE MEMBERS



1. DAVID HANNA

Director

2. JANE PRIOR

Director

3. RHONDA CUMBERLAND

Director

4. PHYLLIS TOPARLANIS

Executive Assistant

5. ANDREW SIMMONS

Director

6. JOHN LONGO

Deputy Chair

7. JESSICA MERRIFOOT

Director

8. TRATOS HATZIEFSTRATIOU

Secretary

9. JARED HEATH

Treasurer

10. DONA TANTIREMUDALIGE

Chair

11. BRODIE WOODLAND

Director

12. SONIA PARISI

Director



WE RECOGNISE &

EMBRACE DIVERSITY & DIFFERENT PERSPECTIVES

HIGHLIGHTS OF THE YEAR

Our expansion was also a reflection of general growth of our services and the need to contemplate the impact of an intensely busy office environment on staff, students & volunteers alike, & possible further growth.

This last twelve months has been really rewarding as we have dedicated the focus of SMLS to more medium term aspirations and goals with the fundamental consideration being, reaching out to the community.

With strong core attributes such as our student program, specialisations in family law, family violence and employment law, greater dedication to engagement in public discourse and, a committed focus on youth as part of our community development projects, we began a systematic & structured process of expansion. Macro themes of evidenced based service delivery, medium to long term sustainability, integrated service models and strong stakeholder relationships form the framework of our attentions. We are also committed to maintaining integrity of our generalist services, our volunteer program and a broad range of community engagement projects. Our expansion was also a reflection of general growth of our services and the need to contemplate the impact of an intensely busy office environment on staff, students and volunteers alike, and possible further growth.

Coinciding with our expansion plans was the closure of Casey Cardinia Community Legal Centre. This centre had been a big part of the Casey and Cardinia community for many years. SMLS was tasked with taking responsibility for a substantial portion of their service delivery area. SMLS had also shared responsibility for family violence duty lawyer services at the Dandenong Court but has become the provider of services fulltime (complementing VLA services).

I believe that we have found an effective, strategic and exciting balance between responding to core service delivery needs in Casey and Cardinia, and our original expansion goals. SMLS is very proud to add the following services to our suite in pursuit of reaching out to the community:

- New branch office in Narre Warren
- New outreach locations in Doveton and Pakenham
- Fulltime Family violence duty lawyer services at Dandenong Court
- Employment law outreach at Study Melbourne servicing international students
- Sporting Change commenced at Pakenham Secondary and Cranbourne East Secondary (in addition to Narre Warren)

As part of our engagement to ensure the voices, experiences and reflections of our clients in the justice system, we developed submissions and/or gave evidence at the following inquires:

- National Inquiry into Sexual Harassment in Australian Workplaces
- Royal Commission into Victoria's Mental Health System
- Inquiry into Sustainable Employment for Disadvantaged Jobseekers (Joint Submission with WEstjustice)
- Victorian Commission of Gambling and Liquor Regulation, in response to Dandenong Cranbourne RSL Sub Branch



Kristen Wallwork
Executive Director

application for a licence to install and operate 11 electronic gaming machines at the Dandenong RSL.

Endorsed:

- Submission to the Joint Standing Committee on Migration- migration amendment (strengthening the character Test) bill 2019, by the Visa Cancellation Working Group
- A united call for police accountability in Victoria through Flemington Kensington Community Legal Service

Client casework is very important but so too is providing the reach or connection for our client's stories to be part law reform and advocacy.

We continue to be part of the ongoing professional development of the legal fraternity through the publication of the Lawyers Practice Manual Victoria with Thomson Reuter, and continue to be very grateful to all the efforts of the volunteer's authors. This manual is now being promoted as part of a collection of publications through the Supreme Court which we are very excited about.

Consistent with our focus on longer term goals SMLS is eager to share some of the strategies to ensure a sharper, targeted and informed centre of excellence. Staff undergo a comprehensive induction program across the organisation with training and mentoring to ensure multi-skilled attributes. This both expands the individual's capabilities but also provides an organisation depth to manage and share the demands, on both the organisation and the individual. We have commenced an overhaul of our digital profile to provide a contemporary workplace for both the staff and volunteers as well as an exceptional education experience for our students. We have invested resources to ensure a strong identifiable brand across all marketing and communications. As a result of a commitment to building evaluation and monitoring capabilities, we can now internally apply this across programs. This year we launched our Sporting Change Report and will be followed up in 2020 with best

practice guidelines and accompanying research.

As I do every year I wish to thank all of our partners and our supporters. We have been very fortunate to grow our relationships significantly over the last year or two, and especially seen a growth in genuine collaboration which only enhances the effectiveness of our responses to our client's needs. We are particularly proud of our integrated service models such as Sporting Change.

A big thanks to Monash Law and Dean Bryan Horrigan and his commitment to the clinic and SMLS. We have a great time teaching and engaging with our students. We thank the students for bringing their diversity and curiosity to our workplace – we hope their experience in a social justice context informs, even in a small way, the future ahead.

I am very lucky to have a very supportive and engaged Board. They ensure the organisation is accountable while entertaining my eccentricities!

A personal humungous thanks to the staff and volunteers who commit so much to SMLS. I know we work very hard. I know everyone at SMLS has our community front and centre of our purpose, but without the incredible efforts and energy our community would not benefit.

On a personal note – I love this job. I sometimes wish my Springvale office was a little tidier or, there was that moment in time when every task was complete. I wish there was an equilibrium to the funding arrangements or, I had no need to say 'no'; we have no capacity, it's too risky, we don't have the time. But all the great things, the challenges, the opportunities, the people and the impact far outweighs the itchy scratches.



Hanging out with Felix

THINKING AHEAD

The new association with Infoxchange for our IT support will allow us to embrace new technology to facilitate and streamline all our operations and more closely align with our needs going forward.

ADMIN REPORT

In 2018-2019 we continue to enjoy working with the ever changing cohort of Professional Practice students as they complete their clinical period, noting their initial trepidation and uncertainty progress to increasing confidence and competence during their time with us. The support of other staff in their work, not only the lawyers, but also the youth worker and community development team also remains a major part of our role, as does our interaction with and assistance to our clients.

The expansion of the legal service to include the Narre Warren office and new Outreach services in Casey and Cardinia, however, has led to several significant changes for us, as to the service as a whole. It has been necessary to examine our office practices and procedures to maximise efficiency working with and between the two offices. Given some administration workers are based exclusively at Narre Warren improved communication systems have been implemented.

The ongoing aim of increasing office efficiency ties in neatly with the organisation's goal of moving towards a more contemporary working environment. The new association with Infoxchange for our IT support will allow us to embrace new technology to facilitate and streamline all our operations and more closely align with our needs going forward. Our IT upgrade will involve an organisation wide IT profile and services review. The implementation of this review will lead to an upgrade in our internet and telephone systems, migration to a new communication platform and transition from a cloud-based network, collaboration and storage system.

It will be very interesting to see how SMLS' administrative processes change over the next twelve months as we move into an increasingly digital workplace. Watch this space.

COMMUNITY BASED PROGRAMS

Monitoring and Evaluation

02

OUR WORK

SMLS has been on a learning journey, improving our ability to plan, create, monitor and evaluate our programs and services.

We undertook training through the Federation of Community Legal Centres to improve our skills as an organisation and began a process of evaluating the impact of our Sporting Change program.

When we initially developed Sporting Change, we saw it through our perspective as a community legal centre. By engaging our program stakeholders in the development of shared outcomes, we were able to shape the impact statement and Theory of Change to reflect the broader goals of the community.

“Sporting Change is a preventive community development program that contributes to young people engaging constructively in their community and in society. The program combines sports activities and legal education to assist young people with understanding the law and provides legal advice to young people within a school setting.”

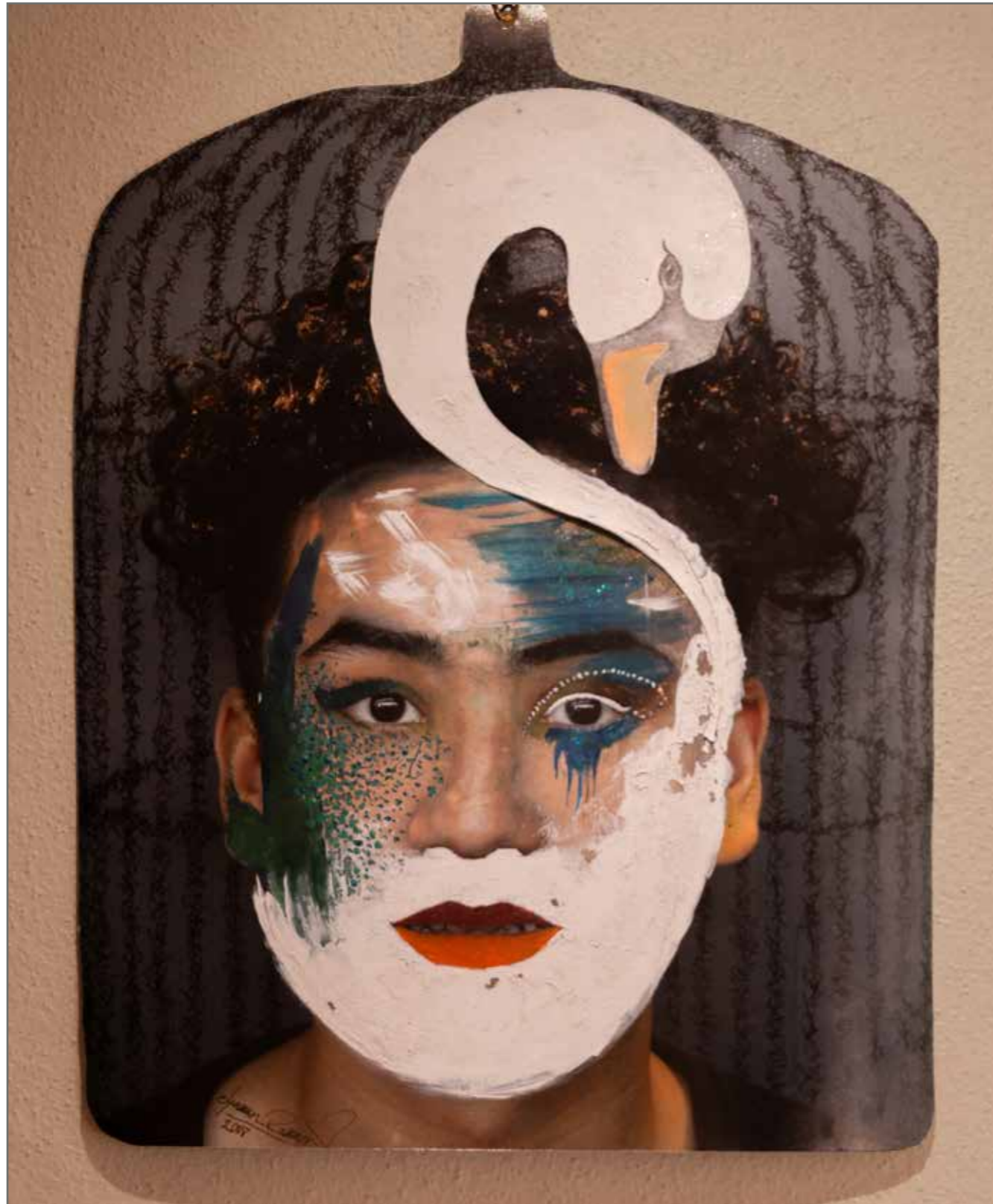
Using the Theory of Change, we developed evaluation questions (such as ‘to what extent have young people’s understanding of their rights and responsibilities in the community increased’) and a whole host of data collection tools.

With all the information we gathered through surveys, interviews, focus groups, data collection, reflections and feedback, we created an amazing evaluation report that details what Sporting Change has been able to achieve in two years.

The launch of the report celebrated the program, the participants, the program staff and the overarching partnerships. In addition to this, we were also celebrating the notable shift within SMLS towards evidence based service delivery, ensuring our programs are targeted and impact driven.

Through this process, our organisation is strengthened and we are able to provide better outcomes for our community.





EXPRESS YOUR RIGHTS
ART EXHIBITION LAUNCH

**20
18**

ART EXHIBITION

IT TAKES INCREDIBLE BRAVERY FOR PEOPLE WHO HAVE EXPERIENCED WAR, OPPRESSION AND FAMILY SEPARATION TO EXPRESS IDEAS SO PERSONAL AND SO IMPORTANT

SMLS partnered with the City of Greater Dandenong and Connections Art Space to deliver 'Express Your Rights' for a second year in 2018. A group of young people from refugee backgrounds participated and created some amazing works of art, using painting, sculpture, photography and drawing to express their ideas about human rights.

We gathered together at the beautiful Dandenong gallery Heritage Hill to award prizes to the competition winners and launch the exhibition. The young people, their family members, Connections artists and SMLS staff made speeches and celebrated the participants for their commitment and creativity.

As I surveyed the artworks, each one unique and thought provoking, I was reminded that so many people in our local community have a profound connection to the understanding and interpretation of human rights. My perspective of the value of human rights laws and instruments is mostly that of an observer- I am privileged enough to have had very few instances when my human rights have been infringed upon.

The young participants in the Express Your Rights project have had opportunities to develop a personal understanding of the topic, and understand all too well what can happen when human rights are not upheld.

The famous artist Henri Matisse once said that 'Creativity takes Courage'. The art works from 'Express Your Rights' displayed amazing creativity and artistic ability. It takes incredible bravery for people who have experienced war, oppression and family separation to express ideas so personal and so important.

SMLS is incredibly proud to be a part of such a creative and courageous community.



Art Exhibition Participants

JUNIOR HEKA SPEECH

Sporting Change Launch

First I just wanna say how grateful I am for this opportunity to speak about the amazing experience I have had in sporting change in the years 2017 to 2018.

In sporting change I enjoyed a lot of things - sport, meeting new people, making new friends.

But if I had to say what the most enjoyable things about sporting change were, they would honestly be: learning about law, eating food and just talking to Prue, Temur, Ashleigh and Korina.

We didn't see them as like grown folks. They were one of us you know? That made them really relatable and it made sporting change so much fun.

Prue was a youth worker so it meant she got us and it was easier to learn. I'd bust out my moves and Prue would hype it out and join in. Now that was one of my most memorable moments during the program.

Then we had Korina, the school lawyer. She was able to add her professional input and go into more depth.

With Temur and Ashleigh, they were able to make things relatable and fun. This meant we were learning a lot ...teachers should take notes. Nah I'm kidding - but honestly they made everything easy to learn and made everything enjoyable, so kids wanted to learn.

I'm not even kidding, every Tuesday I would be looking forward to coming to sporting change after school. Then after 2018 when this



experience came to an end, I try and visit every now and again. But I just wanna say....we were the best group let's not deny it.

My most fond learning experience was playing soccer with Albert, one of the coaches.

He gave me one of the most valuable life lessons I have been taught and I always remember it when I am playing sport or just going through life.

I learnt there are people who put in the hard yards, who actually work for what they have and for those people, when they reach the top, it's more meaningful. They will be able to look back at what they have accomplished and say "I did that".

Now I know I'm talented - Haha-haha - but I know things haven't been handed to me. I have to work for what I want.

When I saw this opportunity to learn about law - and eat food, not gonna lie, food sold it for me - when I saw this chance, I took it with both hands. I really wanna be

a cop someday so learning about law would really help ya know? But I didn't know Sporting Change also had life lessons in store.

I wanna say a big thank you my friends that went with me Ben, Valerie, MJ, Richard you guys made it real good. Special thank you to my girl Jayda, she didn't come till near the end of 2018 but she still came and tried everything.

A very big thank you to the sporting change team!!

Lastly I just wanna thank my parents for letting me stay behind and do the program. Without them I wouldn't have been able to experience such an amazing program and know what I know today.

I am forever grateful and thanks man, y'all made 2017 and 2018 a real good one for me legit.

And now it is with great pleasure that I officially launch the Sporting Change evaluation report of 2017 and 2018.

“

WE ACT WITH

**HONESTY,
FAIRNESS &
COMPASSION**

ACADEMIC DIRECTOR REPORT

Advocating for our clients is much more than helping them with the legal issues they face. It's equally about identifying and advocating to change the systemic factors that contribute to these legal issues.

The SMLS clinical program has long been recognised as the standard-bearer in clinical legal education.

Monash Law Faculty has expanded its commitment to clinical legal education through the roll out of its clinical guarantee, which assures a clinical placement for any student who wants it. The opportunity to undertake Professional Practice at SMLS remains the pre-eminent clinical experience for those students who seek it out.

Advocating for our clients is much more than helping them with the immediate legal issues they face. It is also about identifying and advocating to change the systemic factors that contribute to these legal issues. Over the last year the students have been asked to critically reflect on issues that are related to the clients that we serve at SMLS.

Examples include research exploring the Federal Government's intention to create structural changes to the Federal Courts, and how the changes may impact our clients. Students explored mandatory sentencing and recidivism, examining the impact of longer sentencing on crime rates and the community. Some students researched the nexus between climate change and income inequality, addressing ways in which we protect the environment in the face of climate change while ensuring sustainable employment opportunities for those in non-green industries. Other areas of research have included exploring High Court decisions relating to abortion clinic 'Safe Access Zones' and the right to protest.

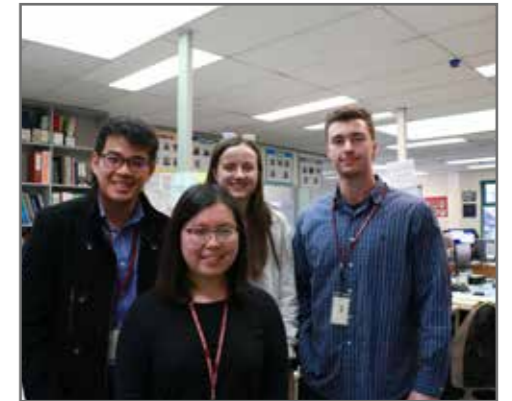
Some of the student's research has assisted with SMLS advocacy efforts, including examining how dowries are dealt with under family law in Australia, as well as, research contributing to the SMLS submission into the National Inquiry into Sexual Harassment in Australian Workplaces.

The reflections from the students themselves captures the incredibly transformative impact of the program.

STUDENTS' REFLECTION

Participating in the Professional Placement program at SMLS was, and continues to be, one of the most rewarding, stimulating and useful professional experiences of my life. In applying for the program, I was primarily motivated by the opportunity to develop my legal research, writing and advocacy skills in a practical, real-world context and under the guidance of qualified solicitors. I was exposed to a variety of legal tasks through management of my own clients and files, and given every opportunity to improve and develop as a law student, and aspiring lawyer, through my supervisor's teachings, insights and support. As I had hoped, my time at SMLS was invaluable in developing my practical legal skills, which have been transferable and hugely beneficial in my subsequent studies and role as a paralegal to a Barrister. What I was not expecting, but which I am equally grateful for, is the exposure to an aspect of law that can be easily overlooked or neglected in 'traditional' university subjects – that is, using your law degree and legal knowledge to help marginalised, disadvantaged and minority groups, who are the typical clientele at SMLS. My time at SMLS offered intimate insight into a lawyer's capacity to promote human empowerment and social justice, and unique ability to change the way society thinks and operates. This is a lesson that has reinforced my keen desire to practice as a lawyer, and I can't recommend the SMLS Professional Placement program highly enough for anyone who is similarly interested in pursuing a career in law.

Marlon Kerstens



The student placement I undertook at Springvale Monash Legal Service may well have taught me more than the rest of my law degree put together. SMLS provided me with opportunities to work on a range of matters, get involved in law reform, undertake community outreach programs and even make supervised appearances in court. I was grateful to be given a high degree of responsibility, including having all the face-to-face and phone contact with my clients, as I find hands-on learning most effective.

The support and guidance of the clinical supervisors was invaluable, and I enjoyed gaining the insights of other lawyers and placement students on matters. SMLS places a strong emphasis on cultural awareness and sensitivity, which is crucial when working in such a culturally and linguistically diverse locality. Many clients have experienced varying levels of hardship and disadvantage, so the holistic way in which SMLS approaches their needs stood out to me. This might involve providing referrals to financial counselling or homelessness support, looking beyond the legal matter itself to see how else a client may be supported. These values, along with the practical skills I learnt at SMLS, are something which will assist and guide me as I exit the world of university to pursue a career in law.

Erin Washington



GENERAL CASEWORK

Highlights this year have included successful grants of legal aid approval after initial refusals based on our client's means test and requirement to take partner's income into consideration.

Substantial growth at SMLS this year has brought with it an increased 'vibe' of constant activity across the organisation.

Knowledge in our specialised areas gets stronger every day, and provided us with some substantial outcomes for clients across our practice areas. Our general practice has navigated a challenging environment, including a major slowdown in the processing of special circumstance applications to Fines Victoria. We have also implemented a more streamlined service provision, resulting from technological advancement such as the processing of divorce matters through the Commonwealth portal.

We continue to solidify our reputation in the employment law space and have a great working relationship with fellow CLC's, Pro Bono private firms, Barristers and the Fair Work Commission itself. Our partnership with Job Watch and the Fair Work Commission running the popular Workplace Advice Service continues to thrive with models being established in other States.

Our partnership program with WEstjustice, JobWatch and Study Melbourne helps International Students experiencing a legal issue at work.

Throughout the year we have seen a large rise in unpaid entitlements claims, this coincides with media attention such claims have been receiving, particularly in the hospitality industry. We have seen an increase more discrimination matters between employers/employees,

involving pregnancy discrimination, gender discrimination and sexual harassment in the workplace matters.

We welcomed new junior lawyers to SMLS this year, which has contributed to an increase in our file work in employment law and civil litigation.

We continue to offer "intensive advice" sessions for family law, as this demand never seems to diminish despite multiple services in the region offering assistance. We have been running complex family law matters as part of our case file load. Highlights have included advocating for clients and receiving successful grants of legal aid after initial refusals. This was based on our client's means test and the requirement to take their partner's income into consideration. This has helped in two ongoing litigation matters that would otherwise have meant that vulnerable clients would have had to self-represent. Trends again indicate clients are experiencing ongoing family violence from their ex-partners once litigation commences, including attempts to negate our client's legal aid funding and failing to comply with parenting orders. These behaviours often have a negative impact on children. We also continue to offer support around technical child support matters.

In our commitment to the region, we are now offering a full time family violence duty lawyers service at Dandenong Court. It is an excellent opportunity to ensure consistent practices in a very collaborative setting. We are able to refer clients that require advice or further as-

sistance into our broader services where we can assist with any number of ancillary legal matters that often emerge from family violence.

As part of our approach to addressing the barriers to accessing justice, we have direct referral links to organisations that provide complementary services to either our family law clients or family violence clients such as Berwick Family Relationship Centre, WAYYS and Catholic Care.

Our SMLS/SECASA Joint Legal Clinic continues to respond to constant levels of demand. Despite the ongoing dilemma of how to maximise our reach to our community with limited resources, SMLS has increased our capacity to support Victims of crime.

Finally, our general practice continues to provide the community with legal help where it's needed. We prioritise members of our community whose lives have been exposed to complexities that leave them disadvantaged. Whether a divorce where the marriage was performed overseas and no records remain, or infringements and debt, criminal law or tenancy – we do our best to help people navigate our legal system.

In aiming to reach our community, we do not hope to do this just through the practice of law (be it one-off advice or ongoing case work). We look for trends and stories to address, the obstacles or hurdles faced (such the major changes to the fine management system) or, on a more positive note, the avenues our clients are protected by the law.

CASE STUDIES

1 Ebony moved from Queensland to Victoria in 2016 with child in search of a fresh beginning. She found a property to rent on AirBnB and booked to stay there for about 2 months while she looked for more permanent accommodation.

The host of the property, Lana, asked Ebony's personal email address. Ebony did not find this suspicious and provided her email address to Lana. Ebony then received emails from an email address that appeared to be associated with AirBnB. These emails had instructions on how to make payment for the property that Ebony had booked. Ebony made 2 payments totalling \$3966 into the bank account nominated in the emails.

On the day that Ebony was meant to move into the property, she contacted Lana asking for the address of the property. Lana did not respond to any of her attempts to get in contact. Ebony was left with no accommodation and out of pocket \$3966.

Ebony reported the incident to AirBnB, who advised her that she had been the victim of a scam. AirBnB decided they were unable to reimburse Ebony. Ebony also reported the incident to her bank and to the government-run Australian Cybercrime Online Reporting Network (ACORN). The bank advised Ebony that the money could no longer be traced as it had been transferred to another account, and offered Ebony a goodwill payment of \$500 as full and final settlement of the matter. Ebony was desperate for money so she accepted the bank's offer. The police also investigated the matter and advised Ebony that the money had been traced to an Italian bank account and that the police did not have the powers to recover money outside the Australian jurisdiction.

Ebony came to Springvale Monash Legal Service months to seek advice on her options. We helped her write a letter to the bank explaining in detail the circumstances around the scam and also Ebony's compelling personal circumstances. She was in real financial hardship as a result of the scam. We asked the bank to pay Ebony the whole amount she had lost. The bank acknowledged Ebony's extenuating circumstances and agreed to pay her the remaining amount!

2 Mohammed was involved in a car accident at the Dandenong Plaza. He was leaving after finishing his grocery shopping, when the driver in front of him reversed into his car, got out, and began shouting at him. The Police were called and both parties exchanged details with each other, however Mohammed was uninsured at the time of the accident.

Mohammed then received letters from Kumar's insurer asking for over \$2000! Mohammed didn't do anything to address the debt - he didn't really understand the letters because he couldn't read English very well, and he was pretty sure the accident wasn't his fault. The debt was escalated to a debt collector who began harassing Mohammed for payment. By the time Mohammed came to Springvale Monash Legal Service for assistance, it had been a year and 9 months since the accident.

We helped Mohammed write a letter to the debt collector disputing liability, and asking that the other driver's insurer pay the costs of repairing Mohammed's car (\$1825.67). Between October 2018 and March 2019, the debt collector and SMLS exchanged several letters about this issue, as the debt collectors continued to allege Mohammed was liable for the accident. Eventually, with SMLS's assistance, Mohammad and the debt collector came to an agreement, and decided that each person would bear their own repair costs.

3 Matilda lost control of her car and drove into Tim's garage, damaging his garage door, his car (which was parked inside the garage) and some of the contents in his garage. Matilda was not insured at the time of the accident. She paid for the repair of Tim's car but later received another letter from Tim's insurer claiming that she was liable for another \$18,240.66 for damage caused to the garage and its contents! Tim's insurer had provided an assessment report of a range of items allegedly damaged during the accident. When Matilda looked at the assessment, she noticed that many of the items listed seemed overvalued and some of the items did not even look damaged.

Matilda came to SMLS for help with this issue. She wanted to accept liability for the accident and to pay for the true value of the damage caused. By this time, the debt had been escalated to a debt collector. SMLS assisted Matilda with preparing a comprehensive table of the items claimed by Tim's insurer, comparing the dollar values of those items as claimed by Tim's insurer against the actual current dollar values of those items as researched by us. We then wrote a letter to the debt collector disputing damage to some of the items and also disputing the total value of the items that were in fact damaged. As a result of our letter, the debt collector agreed to settle the matter for \$7,381. In other words, we helped Matilda to reduce the amount of the debt by almost \$11,000.

We also helped Matilda to prepare a Deed of Settlement to ensure that Tim's insurer or the debt collector could not pursue her for any other damage arising out of the accident.

SHAPING A FAIRER FUTURE FOR OUR COMMUNITY



03

OUR VOLUNTEERS

VOLUNTEER STORY

I strongly believe in the need for community legal centres where people can get legal advice for free, particularly those who are disadvantaged and vulnerable.



Amy Sheggerud-Woods
Commercial Litigation Specialist

Though I studied law at Monash, I did not become involved with SMLS until I was a first year lawyer at Wisewoulds (as it was known at that time). Wisewoulds was affiliated with SMLS between about 2003 -2008.

At the behest of the partners, all the employee solicitors at Wisewoulds supported the clinical program by staying in the office about once every 6 weeks as a back-up for the supervising lawyers and students at the evening drop-in sessions. We would be available to perform legal research and provide advice if someone from the SMLS evening drop-in sessions were to call. In addition, we occasionally received requests to conduct research or assist with files being handled by the SMLS day service.

SMLS also referred a number of clients to Wisewoulds to act on a pro bono basis, and I personally worked on some of those files. It felt good to do litigation for people who would otherwise certainly have been unable to afford to run the cases.

In about 2008-2009, a partner at Wisewoulds asked me to become the commentator for chapters 3.1 and 3.2 of the Lawyers' Practice Manual. Sue Campbell was the author of those chapters at the time, and in my role as commentator, I double-checked Sue's text and made suggestions as appropriate. When Sue passed away, I became the author of chapters 3.1 and 3.2 of the Lawyers' Practice Manual by default (despite my imposter syndrome), and I continue to review and update those chapters annually.

In about 2012, the weekly "Friday Facts" email from the Law Institute of Victoria

contained a notice saying that SMLS was looking for volunteer lawyers to supervise at the drop-in sessions. Since I was writing commentary that I assumed was being used by students at SMLS, I thought I could better assess if my commentary was useful by participating as a volunteer. I met with Helen Yandell, and she assigned me to a session on Wednesdays. I have been volunteering fortnightly ever since. I have found volunteering at SMLS to be personally rewarding on a number of levels. Firstly, as I practice commercial litigation in my day job, I am acutely aware of the limited access to justice for regular people. I strongly believe in the need for community legal centres where people can get legal advice for free, particularly those who are disadvantaged and vulnerable. The majority of clients we see have legal problems that are quite significant in their lives. While we aren't able to help every client that walks through our doors, I feel that I am doing something to help out by volunteering at SMLS.

Secondly, at SMLS, I have been exposed to some legislation and areas of law that would not have presented in my job as a commercial litigator. My experience at SMLS has broadened my general legal knowledge, which has been interesting and challenging.

Lastly, I have really enjoyed working with my fellow supervising lawyers and the student volunteers at SMLS, all of whom have different backgrounds. Their energy and enthusiasm is contagious, and in the process of providing legal services to the community, we have a lot of fun!

VOLUNTEERS EXPERIENCE

MAYA

My placement at SMLS, and being exposed to the realities of being a community lawyer, was the most valuable experience I've had during my time at Monash. Working with a supervisor who both supported and challenged me was the perfect balance between being given real responsibility and room to grow, while also receiving plenty of guidance to ensure our clients were given quality legal advice. I gained many new skills from interviewing clients, managing files and appearing regularly in court - but being able to make a tangible difference in our community was always the most rewarding aspect of my time at SMLS.

LUCY

Undertaking the Professional Practice Unit at SMLS was very rewarding. I was able to use the skills and knowledge that I had gained from my Law degree for a meaningful purpose. It felt like an important stepping stone in my journey to becoming a qualified lawyer to be able to experience the impacts of the law on the community firsthand and to learn directly from a practising solicitor. All of the staff were very welcoming and supportive, which really helped me to feel like an integral part of SMLS very quickly and to feel confident in my abilities.

JOSHUA

Completing the Professional Practice Unit at Springvale Monash Legal Service was perhaps the best thing I have done in law school. Representing real clients improved not only my technical legal skills, but also my understanding of what it means to be an ethical, socially-conscious lawyer. It is one thing to sit in lectures and read the law, it is another to apply it in practice!

Over four months, I learned not only how to interview clients and advocate for them in court, but how to empathise with them and provide holistic advice that goes beyond the legal issues. All of these skills will stand me in good stead once I graduate.

However, perhaps the most important lesson I learned was personal, not legal. Being a student at SMLS opened my eyes to the very real and systemic injustices many Victorians face on a daily basis. Most of my clients were grateful to have a listening ear – to know that someone cared about the issues they were facing. It made me realise how quickly a person can find themselves on the wrong side of the law, often through no fault of their own. As a result, I am determined to use my law degree to help reform the legal system so that it works for all Victorians.

The experience also increased my respect for the work done by Community Legal Centres across the country. I think every Law student should undertake a similar placement – not only to improve their legal skills, but to be reminded of their duty to give back to society. My thanks goes out to all the staff at SMLS for their hard work, encouragement, patience, and – most of all – their dedication to helping students discover what meaningful legal practice looks like.

DULMINI

My time at SMLS was incredibly enriching, enjoyable, and by far the most educational experience of my law degree at Monash so far. I was fortunate to have the opportunity to gain hands-on experience in diverse areas of law ranging from motor vehicle accidents to infringements, debt recovery to divorce, and employment issues to disputes with neighbours. I found that being able to employ my theoretical knowledge in such a practical way allowed me to consolidate my learning more effectively, and this was heavily aided by the staff and practices at SMLS. I worked with a few different supervisors during my few months at SMLS, and each supervisor was patient, kind and always took the time to make each experience a valuable learning opportunity. Working with Sandy, who was my primary supervisor, was especially rewarding, as her knowledge and understanding of the law was inspiring to say the least. Through the culmination of dozens of client interviews, managing over ten matters independently, and working in a diverse and multidisciplinary team, I left SMLS confident that I was a better law student than I was when I began. I was able to strengthen my legal writing and research skills, time management and prioritisation, communication and conflict management ability. These are skills that will undoubtedly be used in every stage of my legal career, and I am truly grateful to the entire team at SMLS for making Professional Practice such a memorable experience.





WE ARE GUIDED BY

HUMAN RIGHTS PRINCIPLES & PROFESSIONAL STANDARDS

04

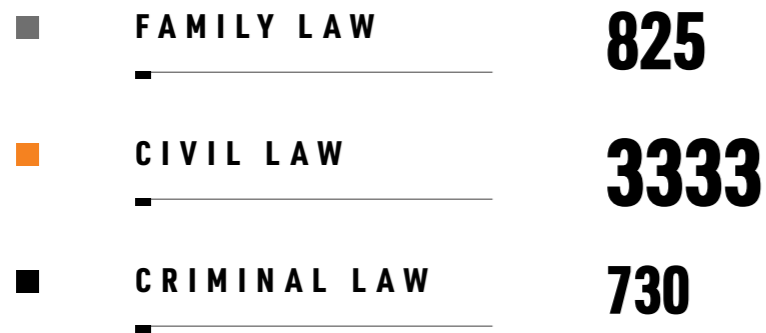
FACTS & FIGURES

CLIENTS DEMOGRAPHICS | 2019

1. CLIENTS EXPERIENCING FINANCIAL DISADVANTAGE **3446**
2. CLIENTS WITH DISABILITY/MENTAL ILLNESS **983**
3. CULTURALLY & LINGUISTICALLY DIVERSE CLIENTS **2674**
4. CLIENTS EXPERIENCING FAMILY VIOLENCE **1662**
5. CLIENTS EXPERIENCING HOMELESSNESS **398**
6. CLIENTS FAMILY WITH DEPENDANT CHILDREN **2218**
7. CLIENTS WHO ARE INDIGENOUS AUSTRALIANS **38**



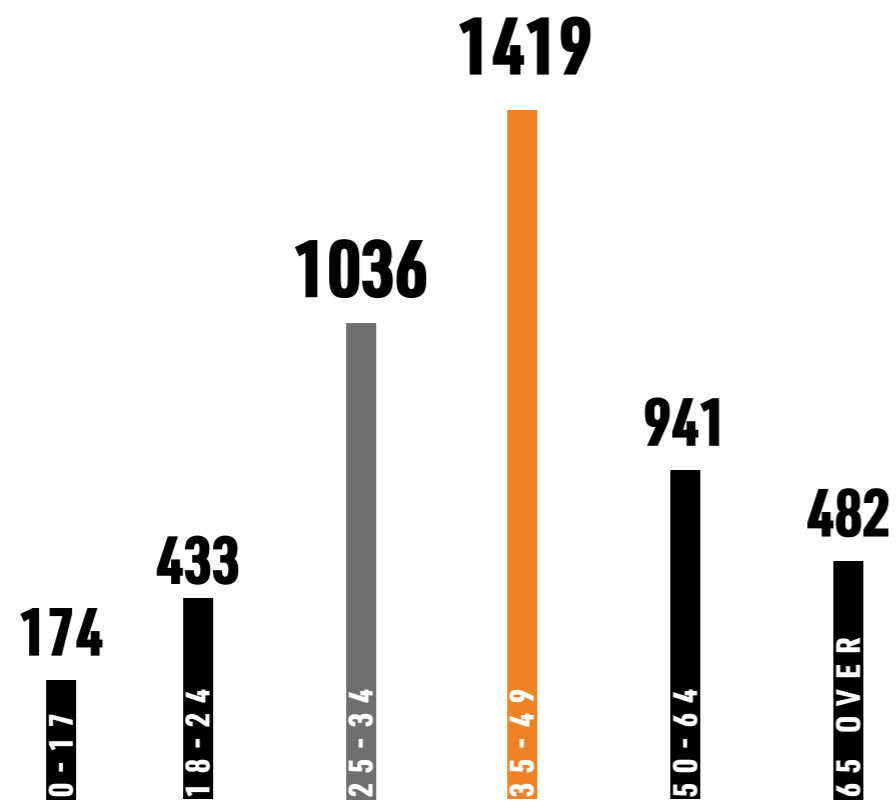
CLIENTS BY LAW TYPE | 2019



CLIENTS GENDER | 2019

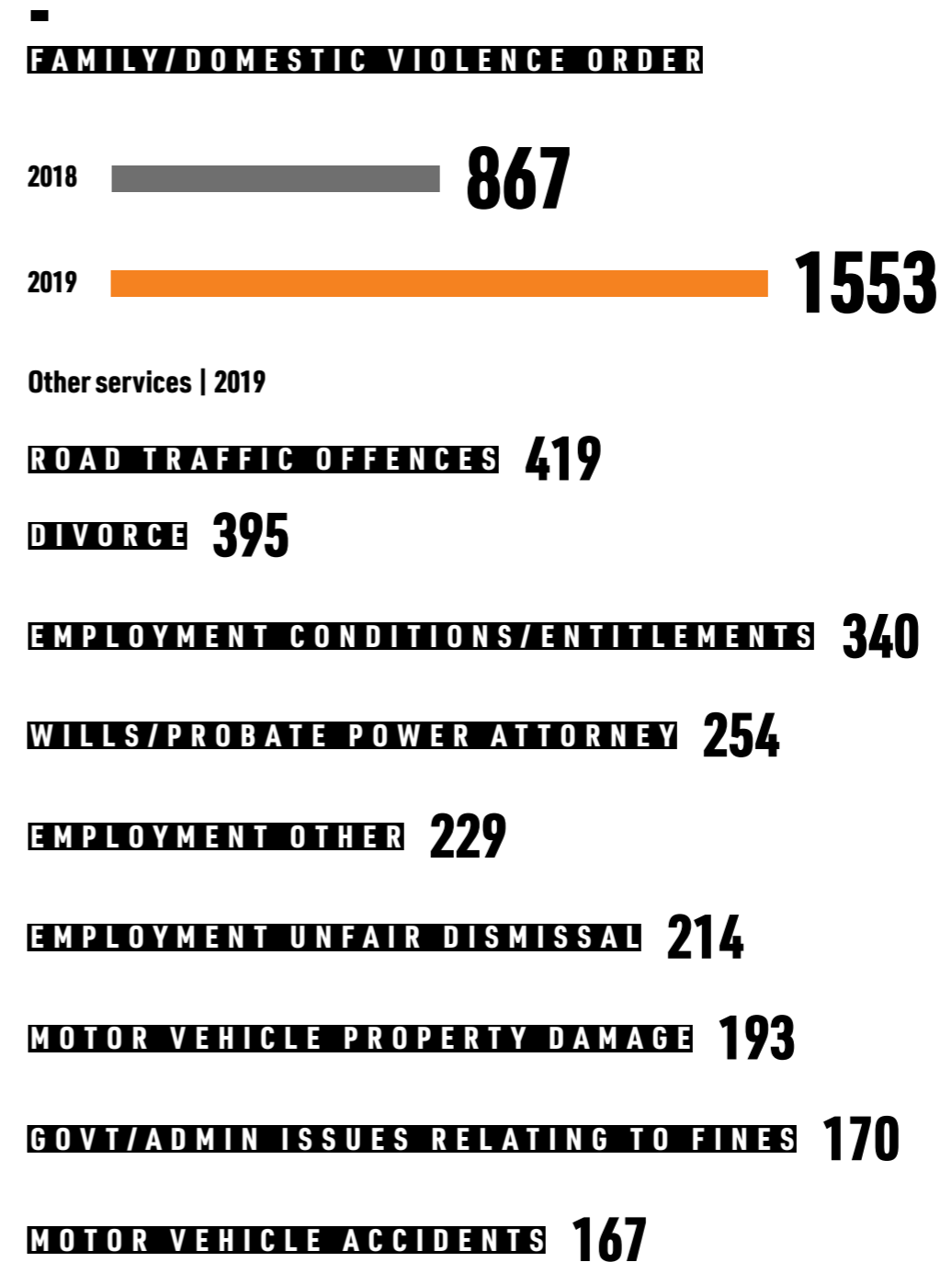


CLIENTS AGE BRACKET | 2019



NUMBER OF SERVICES BY TOP 10 PROBLEM TYPE

There was a significant increase in the number of family/domestic violence order cases in 2019.



SERVICES PROVIDED

We provided 7,883 services during the year 2019.



3813

Legal advice & legal tasks

1349

Duty lawyer services

2615

Cases open during the year

96

Community legal education (projects)

10

Law reform & stakeholder engagement

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

BOARD'S REPORT
FOR THE YEAR ENDED 30 JUNE 2019

Your Board members submit the financial report of Springvale Monash Legal Services Inc for the financial year ended 30 June 2019.

Board Members

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

Dona Tantirimudalige (Chair)	John Longo (Vice Chair)
Jared Heath (Treasurer)	Stratos Hatziefstratiou (Secretary Appointed 05.09.18)
Rhonda Cumberland	David Hanna
Sonia Parisi	Jane Prior
Deborah Rulach	Andrew Simmons
Brodie Woodland	Kristen Wallwork (ED)
Phyllis Toparlanis (Staff Representative)	Jessica Lightfoot (Appointed 05.09.18)
James McGhie (Resigned 05.09.18)	

Principal Activities

The principal activities of the association during the financial year were to provide free legal advice and casework to the general public, whilst maintaining a strong community development focus.

Significant Changes

During the year, as a result of the wind up of Casey Cardinia Legal Service, Springvale Monash Legal Services Inc received additional funding to enhance their services in the City of Casey. Approximately \$263,544 of funding was received in the 2018/19 year.

Aside from the above, there was no significant change in the nature of the principal activities occurred during the year.

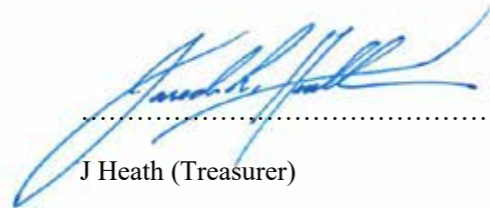
Operating Result

The surplus for the year after providing for income tax amounted to \$169,057 (2018: \$117,321).

Signed in accordance with a resolution of the members of the Board



D Tantirimudalige (Chair)



J Heath (Treasurer)

Dated this 30 day of September 2019



Shepard Webster & O'Neill Audit Pty Ltd
 Certified Practising Accountant, Authorised Audit Company
 ABN: 89 154 680 190

Auditor's Independence Declaration

To Springvale Monash Legal Services Inc,

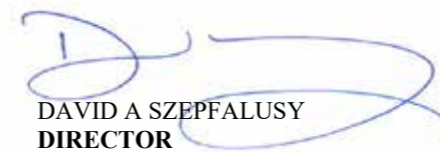
As lead auditor for the audit of Springvale Monash Legal Services Inc for the year ended 30 June 2019, I declare that, to the best of my knowledge and belief, there have been:

- No contraventions of the independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- No contraventions of any applicable code of professional conduct in relation to the audit.

Dated at Frankston this 30th day of September 2019



SHEPARD WEBSTER & O'NEILL AUDIT PTY LTD
 Certified Practising Accountant
 Authorised Audit Company No 415478
 31 Beach Street Frankston 3199, PO Box 309 Frankston Victoria 3199
 Telephone (03) 9781 2633 – Fax (03) 9781 3073
 Email – szepfalusy@shepard.com.au


 DAVID A SZEPPALUSY
 DIRECTOR



Shepard Webster & O'Neill Audit Pty Ltd
 is a CPA Practice

Level 1 / 31 Beach Street, Frankston Victoria 3199
 P.O. Box 309, Frankston Victoria 3199
 T: (03) 9781 2633 F: (03) 9781 3073
 E: szepfalusy@shepard.com.au W: www.shepard.com.au

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 scheme approved
 under Professional
 Standards Legislation

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2019 \$	2018 \$
CONTINUING OPERATIONS			
INCOME			
Grant Funding	2	2,064,976	1,608,142
Other Income	3	198,610	129,067
		2,263,586	1,737,209
EXPENSES			
Depreciation Expense		16,585	10,937
Employment Expenses		1,779,183	1,413,577
Occupancy Expenses		100,049	65,617
Office & Administrative Expenses		141,606	91,527
Resources Expenses		45,202	30,601
Travel		11,904	7,629
		2,094,529	1,619,888
SURPLUS		169,057	117,321
Other Comprehensive Income			
- Items that may be reclassified subsequently to profit or loss when specific conditions are met		-	-
- Items that will not be reclassified subsequently to profit or loss		-	-
TOTAL COMPREHENSIVE INCOME		169,057	117,321

The Accompanying Notes Form Part of These Financial Statements

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2019

	NOTE	2019 \$	2018 \$
CURRENT ASSETS			
Cash at Bank and on Hand	4	547,441	65,653
Term Deposits		1,538,245	1,524,855
Receivables		154,753	16,315
TOTAL CURRENT ASSETS		2,240,439	1,606,823
NON-CURRENT ASSETS			
Fixed Assets	5	75,923	36,418
TOTAL NON-CURRENT ASSETS		75,923	36,418
TOTAL ASSETS		2,316,362	1,643,241
CURRENT LIABILITIES			
Trade and Other Payables	6	101,462	43,898
Payroll Liabilities	7	42,829	33,764
Grants in Advance	8	481,651	190,287
VLA Unused Funds	9	148,942	75,908
Employee Provisions	10	393,527	307,167
TOTAL CURRENT LIABILITIES		1,168,411	651,024
NON-CURRENT LIABILITIES			
Employee Provisions	10	84,457	97,780
TOTAL NON-CURRENT LIABILITIES		84,457	97,780
TOTAL LIABILITIES		1,252,868	748,804
NET ASSETS		1,063,494	894,437
EQUITY			
Retained Earnings		1,063,494	894,437
TOTAL EQUITY		1,063,494	894,437

The Accompanying Notes Form Part of These Financial Statements

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2019 \$	2018 \$
RETAINED EARNINGS			
Opening Balance		894,437	777,116
Surplus in the current year		169,057	117,321
Other Comprehensive Income		-	-
CLOSING BALANCE OF RETAINED EARNINGS		<u>1,063,494</u>	<u>894,437</u>
TOTAL EQUITY		<u>1,063,494</u>	<u>894,437</u>

The Accompanying Notes Form Part of These Financial Statements

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2019 \$	2018 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Grants & Other Income		2,085,168	1,810,094
Payments to Suppliers and Employees		(1,573,880)	(1,669,120)
Interest Received		39,980	28,765
Net cash provided by Operating Activities	12b	<u>551,268</u>	<u>169,739</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Payment for fixed assets		(56,090)	(20,098)
Investment in Term Deposits		(13,390)	(513,434)
Net cash (used in) Investing Activities		<u>(69,480)</u>	<u>(533,532)</u>
CASH FLOWS FROM FINANCIAL ACTIVITIES			
Proceeds from Borrowing		-	-
Repayment of borrowings		-	-
Net cash provided by / (used in) Financing Activities		<u>-</u>	<u>-</u>
Net Increase in Cash Held		481,788	(363,793)
Cash at the beginning of the year		65,653	429,446
Cash at the end of the year	12a	<u>547,441</u>	<u>65,653</u>

The Accompanying Notes Form Part of These Financial Statements

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2019**

NOTE 1 - SUMMARY OF SIGNIFICANT OF ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the Victorian Legal Aid Commission. The Board has determined that the Association is not a reporting entity.

The following accounting standards have been applied in the preparation of the financial report:

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 and Application of Standards
AASB 1054	Australian Additional Disclosures.

The financial report has been prepared on the basis of historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

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

a) Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

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

Rates of depreciation and amortisation vary between 10% and 40%.

b) Impairment of Assets

At the end of each reporting period, the Board reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2019**

NOTE 1 - SUMMARY OF SIGNIFICANT OF ACCOUNTING POLICIES (CONTINUED)

e) Employee Entitlements

Provision is made for the liability for employee entitlements arising from services rendered by employees to balance date. These are in the form of Annual Leave for all employees, Long Service Leave accrued for all employees but not entitled until seven years of services (pro-rata after seven years of service), Personal Leave in line with management's estimate of the likelihood of individuals taking the leave, and Maternity leave in line with management's estimates that individuals will take the leave allowed in line with the awards.

Contributions are made to employee superannuation funds and are charged as expenses when incurred.

d) Cash

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

e) Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

f) Revenue and Other Income

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt, unless otherwise stated. Where the entity has a specific obligation to expend the funding on a project, that money is held as 'income in advance' until the program obligations have been achieved.

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

g) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2019

NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2019

NOTE 1 - SUMMARY OF SIGNIFICANT OF ACCOUNTING POLICIES (CONTINUED)

h) Income Tax

The association is a not for profit organisation and as such is exempt from income tax under section 50-B of the Income Tax Assessment Act 1997. Consequently, no provision is made in the accounts for income tax.

i) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Association during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

j) Provisions

Provisions are recognised when the entity 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. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

k) Comparative Figures Changes

Where required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

l) Financial Assets

Investments in financial assets are initially recognised at cost, which includes transaction costs, and are subsequently measured at fair value, which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through an equity reserve.

	2019	2018
	\$	\$
NOTE 2 - GRANT FUNDING		
Commonwealth Grants	500,583	486,355
State Grants	347,859	244,793
MBA/ERO Grant	124,424	102,960
Other Grants	568,888	271,445
Monash University Grant	523,222	502,589
Total Grant Funding	<u>2,064,976</u>	<u>1,608,142</u>

NOTE 3 - OTHER INCOME

Disbursements Reimbursed	75,721	43,020
Fundraising/Donations	513	6,429
Interest	39,980	28,765
LPM Royalties	42,951	51,308
Other Costs Recovered	39,445	(455)
	<u>198,610</u>	<u>129,067</u>

NOTE 4 - CASH

Cash at Bank	546,873	65,157
Petty Cash	568	496
	<u>547,441</u>	<u>65,653</u>

NOTE 5 - FIXED ASSETS

Office Furniture & Fixtures at Cost	180,525	124,435
Provision for Depreciation (Office F&F)	(104,602)	(88,017)
Total Fixed Assets	<u>75,923</u>	<u>36,418</u>

MOVEMENT IN THE CARRYING AMOUNTS OF FIXED ASSETS

Reconciliation of the Movement in Carrying Amounts

	Office Furniture & Fixtures \$	Total \$
Balance at the 1 July 2017	27,749	27,749
Additions at cost	20,098	20,098
Disposals (net)	(492)	(492)
Depreciation expense	(10,937)	(10,937)
Carrying amount at 30 June 2018	<u>36,418</u>	<u>36,418</u>
Additions at cost	56,090	56,090
Disposals (net)	-	-
Depreciation expense	(16,585)	(16,585)
Carrying amount at 30 June 2019	<u>75,923</u>	<u>75,923</u>

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2019

	2019	2018
NOTE 6 - TRADE & OTHER PAYABLES	\$	\$
Trade Payables	45,683	6,930
GST Payable	49,316	18,436
Other Payables	6,463	18,532
	<u>101,462</u>	<u>43,898</u>
 NOTE 7 - PAYROLL LIABILITIES		
Superannuation Payable	12,670	10,075
PAYG Payable	30,159	23,689
	<u>42,829</u>	<u>33,764</u>

NOTE 8 - GRANTS IN ADVANCE

Department of Justice	<i>i)</i> 293,942	103,577
Victorian Legal Services Board	<i>ii)</i> 77,717	69,359
VLA - International Students Work Rights Legal Service	<i>iii)</i> 13,304	17,351
DHHS - FVWorkProject	<i>iv)</i> 22,541	-
ISF Sporting Change	<i>v)</i> 72,546	-
VITS Interpreting Funding	<i>vi)</i> 1,601	-
	<u>481,651</u>	<u>190,287</u>

i) Department of Justice

The prior year funds related to Family Violence and Health & Justice Partnership funding. In the 2018/19 year, additional funding of \$334,500 was received from the Department of Justice, to be expended on the specific programs (Family Violence, Health and Justice Partnership, Fines Clinic). These programs are for the provision of paying for a lawyer.

The program funding is to be used exclusively for the purposes outlined in the funding agreement. As at 30 June 2019, approximately \$144,935 had been utilised on the projects, and accordingly, \$293,942 has been carried forward to be utilised in the subsequent financial year. As a result, \$144,935 has been recognised in income in the 2018/19 year, and \$293,942 has been recorded as a liability in the Statement of Financial Position for unused project funds.

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2019

NOTE 8 - GRANTS IN ADVANCE (CONTINUED)

ii) Victorian Legal Services Board

In the 2018/19, the first \$165,000 of a two year funding stream of \$330,000 was received from the Victorian Legal Services Board.

The program funding is to be used exclusively for the purposes outlined in the funding agreement. As at 30 June 2019, approximately \$156,643 had been utilised on the project, and accordingly, \$77,717 has been carried forward to be utilised in the subsequent financial year. As a result, \$156,643 has been recognised in income in the 2018/19 year, and \$77,717 has been recorded as a liability in the Statement of Financial Position for unused project funds.

iii) VLA - International Students Work Rights Legal Service

In the 2018/19, the second tranche of funding of \$75,000 (of a total \$112,500) was received from Victorian Legal Aid, to be expended on the specific program. This program is for the provision of paying for a lawyer.

The program funding is to be used exclusively for the purposes outlined in the funding agreement. As at 30 June 2019, approximately \$80,547 had been utilised on the project, and accordingly, \$13,304 has been carried forward to be utilised in the subsequent financial year. As a result, \$80,547 has been recognised in income in the 2018/19 year, and \$13,304 has been recorded as a liability in the Statement of Financial Position for unused project funds.

iv) Department of Health & Human Services- FVWorkProject

In the 2018/19, funding of \$22,541 was received from the Department, to be expended on the specific program. This program is for the provision of staff attendance at applicable training sessions and meetings, staff supervisions and guideline implementation.

The program funding is to be used exclusively for the purposes outlined in the funding agreement. As at 30 June 2019, no funding was yet to be utilised on the project, and accordingly, \$22,541 has been carried forward to be utilised in the subsequent financial year. As a result, no income has been recognised in income in the 2018/19 year, and \$22,541 has been recorded as a liability in the Statement of Financial Position for unused project funds.

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2019

NOTE 13 - LEASING COMMITMENTS	2019	2018
	\$	\$
Being for Rent of Office Premises		
Operating lease commitments not capitalised in the accounts Payable:		
- not later than one year	48,255	-
- later than one year but not later than 5 years	92,152	-
	<u>140,407</u>	<u>-</u>

The Association entered into a commercial office lease, to rent premises in Narre Warren. The term of the lease is for 3 years, commencing from 1 May 2019, with a security deposit over the premises for three months rent. Security deposits are refundable at the completion of the lease term. Market rent increases by CPI at each anniversary date of the lease.

NOTE 14 - EVENTS SUBSEQUENT TO BALANCE DATE

There have been no significant events occurring after balance date which may affect the operations of the Association, not otherwise disclosed in this report.

NOTE 15 - ECONOMIC DEPENDENCE

The Association's ability to continue to carry out its current activities remains dependent upon future funding by the Monash University Law Faculty, as well as State and Commonwealth governments.

SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228

BOARD DECLARATION / STATEMENT BY MEMBERS OF THE BOARD


The Board have determined that the Association is not a reporting entity.

The Board have determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the accounts.

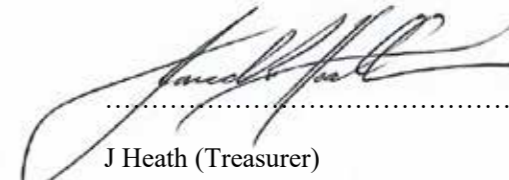
In the opinion of the Board;

- a) the financial statements and notes of the Association are in accordance with the *Australian Charities and Not for Profits Commission Act 2012*, including:
 - i. Giving a true and fair view of its financial position as at 30 June 2019 and of its performance for the financial year ended on that date; and
 - ii. Are prepared in accordance with the Accounting Policies described in Note 1 to the financial statements and the requirements of the *Australian Charities and Not for Profits Commission Regulation 2013*; and
- b) There are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

This statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board by:



 D Tantirimudalige (Chair)



 J Heath (Treasurer)

Dated this 30 day of September 2019



Shepard Webster & O'Neill Audit Pty Ltd
Certified Practising Accountant, Authorised Audit Company
ABN: 89 154 680 190

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Springvale Monash Legal Service Inc, which comprises the Statement of Financial Position as at 30 June 2019, the Statement of Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the certification by members of the Board on the annual statements giving a true and fair view of the financial position and performance of the Association.

In our opinion, the accompanying financial report gives a true and fair view of the financial position of Springvale Monash Legal Service Inc as at 30 June 2019 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

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 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 the Association to meet the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Level 1 / 31 Beach Street, Frankston Victoria 3199
P.O. Box 309, Frankston Victoria 3199
T: (03) 9781 2633 F: (03) 9781 3073
E: szepfalusy@shepard.com.au W: www.shepard.com.au

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Shepard Webster & O'Neill Audit Pty Ltd
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ABN: 89 154 680 190

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228**

Information Other than the Financial Report and Auditor's Report Thereon

The Board of the Association is responsible for the other information. The other information comprises the information included in the Association's annual report for the year ended 30 June 2019, 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.

Responsibilities of the Board for the Financial Report

The Board of the Association is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the Board determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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

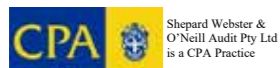
The Board of the Association is responsible for overseeing the Association's financial reporting process.

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.

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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 and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of the Board'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 Board 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.



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**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
SPRINGVALE MONASH LEGAL SERVICE INC.
REGISTERED NO: A0013997D
ABN: 96 206 448 228**

Dated at Frankston on the 30th of September 2019

SHEPARD WEBSTER & O'NEILL AUDIT PTY LTD
Certified Practising Accountant

Authorised Audit Company No 415478

31 Beach Street Frankston 3199, PO Box 309 Frankston Victoria 3199

Telephone (03) 9781 2633 – Fax (03) 9781 3073

Email – szepfalusy@shepard.com.au

DAVID A SZEPFALUSY
DIRECTOR



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O'Neill Audit Pty Ltd
is a CPA Practice

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05

ACKNOWLEDGMENTS

SPECIAL THANKS
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1. The Hon Christian Porter MP, Attorney-General for Australia, Australian Government Attorney-General's Department
2. The Hon Jill Hennessy MP, Attorney-General of Victoria, State Government of Victoria
3. The Hon Martin Pakula MP, Former Attorney-General of Victoria - Department of Justice and Regulation, State Government of Victoria
4. Professor Bryan Horrigan – Dean, Fiona Bygraves – Faculty General Manager, our colleagues at Monash Law Clinic Clayton and Monash Law Clinic Melbourne and the staff of the Faculty of Law Monash University for their ongoing commitment to Clinical Programs which assist marginalised members of the community.
5. Victoria Legal Aid for funding assistance, advice and referrals.
6. Our partner organisations at 5 Osborne Avenue, Springvale; South East Community Links (SECL); Springvale Neighbourhood House (SNH); and Springvale Learning and Activities Centre (SLAC).
7. Our South Eastern Regional Legal Assistance Network (SERLAN) partners; Peninsula Community Legal Centre; ; Victoria Legal Aid Peninsula Regional Office; and Victoria Legal Aid Westernport Regional Office.
8. Management and staff of the City of Greater Dandenong for their support and service in attending SMLS's requests.
9. The Study Melbourne Student Centre for providing outreach service for SMLS's International Student Work Rights Legal Service.
10. Catholic Care Family Dispute Resolution Service
11. Monash Children's Hospital
12. Gatluak Puooh from Department of Health and Human ServicesKenyatta Dei Wal from Centre for Multicultural Youth
13. Southern Migrant and Refugee Centre Inc.
14. Victorian Electoral Commission
15. Department of Economic Development, Jobs, Transport and Resources
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17. All SMLS volunteers for their endless enthusiasm and energy assisting with the Volunteer Program and casework.
18. YSAS for providing opportunities for students for our professional practice program to engage with allied community services and their clients.
19. Victoria Legal Services board for funding Sporting Change program.
20. Narre Warren South P-12 College, Cranbourne East Secondary College and Pakenham Secondary College for their participation in the School Lawyer and Sporting Change program.
21. All of the Victorian sporting clubs

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- Melbourne City Football Club, Jake Freeman and Cesar David Canaria Ortiz
 - Rugby Victoria, Chris Duffy and Glenn Davies The Quilt Program
 - Chad Williams, Secondary Black Belt Taekwondo and Brown Belt in Brazilian Jiu-jitsu
 - Brad Morris, Sports Scientist and Former UFC Athlete
 - Cricket Victoria, Rob Elston, Adrian Jones and Gina Smith
 - Casey Cavaliers Basketball Club, Raheem Lemons and Sarah Halejian
 - Kelly Sports, David Marchesani and Ann Donnelly
22. City of Casey and Cardinia Council Shire
23. WestJustice for school lawyer support.
24. Lisa Ochietti and all the staff at St Anthony’s School Noble Park.
25. All the staff at Federation of Community Legal Centres for their support and assistance.
26. Danny Ryan, Chiedza Malunga and all the staff at Monash Health
27. Victorian Local Governance Association
28. Windana Drug and Alcohol Recovery Inc.
29. Migrant Workers Centre
30. Daughters of Jerusalem, Youth and Family Support
31. Magistrates of Dandenong Magistrates’ Court, Magistrate Jack Vandersteen, Coordinating Senior Registrar Mark McCutchan and staff for their assistance in running advocacy workshops for students each clinical period and facilitating the student appearance program.
32. Magistrate Peter Power, Professional Practice Seminar program.

33. The Victorian legal fraternity who provide ongoing support through supervision of law students in their student appearances.
34. This valuable part of our clinical program could not operate without this support.
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36. Victoria Campbell and Cilla Brookes from Patterson’s list for representation of financially disadvantaged clients in family law proceedings.
37. All of the following lawyers and Barristers:
- Hugh Smyth
 - Dr. Gerry Bean
 - Russell Kennedy Lawyers
 - DLA Piper
 - Cam Truong QC
 - Duncan Roberts
 - Daphne Foong
38. SMLS Patron Justice Shane Marshall. Asha Prasad, Mandy Kearns, Susan Gencay from Dandenong Victoria Legal Aid.
39. Casandra Forbes from Victoria Police.
40. Alan Wilkinson from Dandenong Magistrates’ Court.
41. Kate Purcell – Fair Work Commission
42. Legal Practice Manual Committee
43. Maurice Blackburn
44. Social Security Rights Victoria
45. Berwick Family Relationship Centre
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 - Tom Yore

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COMMONWEALTH GOVERNMENT GENERALIST	\$756,751
STATE GOVERNMENT FAMILY GENERALIST SAC ERO EXTRA STATE	\$94,202 \$399,325 \$37,635
MONASH UNIVERSITY LAW FACULTY CLINICAL LEGAL EDUCATION PROGRAM ADDITIONAL IN-KIND FINANCIAL SUPPORT	\$575,544 \$78,174
DEPARTMENT OF JUSTICE & COMMUNITY SAFETY	\$367,950
VICTORIA LEGAL SERVICES BOARD SPORTING CHANGE PROJECT	\$165,000
FEDERATION OF COMMUNITY LEGAL CENTRES SPORTING CHANGE - INTEGRATED SERVICES FUND INTERPRETING FUND	\$155,973 \$11,735
CITY OF GREATER DANDENONG COMMUNITY SUPPORT GRANTS (PROVIDED PREMISIES, INCLUDING MAINTENANCE & SECURITY)	\$8,800
VLA - ISWRLS INTERNATIONAL STUDENTS WORK RIGHTS LEGAL SERVICE	\$82,500
FITZROY LEGAL SERVICE TALKS TO TAXI DRIVERS	\$4,250
DEPARTMENT OF SOCIAL SERVICES VOLUNTEER GRANT	\$5,000
UNITING VIC TAS LTD. COMMUNITY LEGAL EDUCATION PROGRAM	\$2,387
<i>*INCLUSIVE OF GST IF APPLICABLE</i>	



2019

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