

Springvale Monash Legal Service Inc.

Registered No: A0013997D
ABN: 96 206 448 228

Financial Report

For the Year Ended 30 June 2021

Springvale Monash Legal Service Inc.

Registered No: A0013997D
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For the Year Ended 30 June 2021

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Springvale Monash Legal Service Inc.

Registered No: A0013997D
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Board's Report

For the Year Ended 30 June 2021

Your Board members submit the financial report of Springvale Monash Legal Service Inc for the financial year ended 30 June 2021.

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)
Rhonda Cumberland (resigned: December 2020)	David Hanna (resigned: July 2020)
Jessica Lightfoot	Sonia Parisi
Brodie Woodland (resigned: October 2020)	Kristen Wallwork (ED)
Ashleigh Newnham (Staff Representative)	Fiona Bygraves
Caroline Henckels (appointed: May 2021)	Caroline Edwards (appointed: May 2021)

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

COVID-19: The Association was continually impacted by the Victoria Government orders issued during the 2020/21 year as part of the measures to reduce the spread of COVID-19

Revenue may be impacted until COVID-19 is brought under control and restrictions eased.

Other than the above, there were no significant changes in the state of affairs of the Association other than those referred to in the accounts and notes thereto.

Operating Result

The operating surplus after providing for income tax amounted to \$263,778 (2020: \$269,211 surplus).

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



Chairperson
D Tantirimudalige



Treasurer
J Heath

Dated this 8th day of October 2021

Auditor's Independence Declaration

To Springvale Monash Legal Service Inc,

In accordance with the requirements of section 60-40 of the Australian Charities and Not-for-profits Commission Act 2012, as lead auditor for the audit of Springvale Monash Legal Service Inc for the year ended 30 June 2021, I declare that, to the best of my knowledge and belief, there have been:

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

Dated at Mt Martha this 8th day of October 2021



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Certified Practising Accountant
Authorised Audit Company No 415478
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David A Szepefalusy
Director

Springvale Monash Legal Service Inc.

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Statement of Profit or Loss and Other Comprehensive Income For the Year Ended 30 June 2021

	Note	2021 \$	2020 \$
Continuing Operations			
Income			
Grant Funding	2	2,743,992	2,733,419
Other Income	3	226,187	385,113
		<u>2,970,179</u>	<u>3,118,532</u>
Expenses			
Depreciation Expense		31,168	30,013
Employment Expenses		2,346,344	2,311,219
Occupancy Expenses		165,456	186,745
Office & Administrative Expenses		98,149	257,553
Resources Expenses		64,830	57,479
Travel		454	6,312
		<u>2,706,401</u>	<u>2,849,321</u>
Surplus		<u>263,778</u>	<u>269,211</u>
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		<u>263,778</u>	<u>269,211</u>

The Accompanying Notes Form Part of These Financial Statements

Springvale Monash Legal Service Inc.

Registered No: A0013997D
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Statement of Financial Position

As at 30 June 2021

	Note	2021 \$	2020 \$
Current Assets			
Cash at Bank and on Hand	4	1,369,693	867,625
Term Deposits		1,568,564	1,553,113
Receivables		37,401	189,897
Total Current Assets		2,975,658	2,610,635
Non-Current Assets			
Fixed Assets	5	69,627	88,420
Total Non-Current Assets		69,627	88,420
Total Assets		3,045,285	2,699,055
Current Liabilities			
Trade and Other Payables	6	93,533	88,181
Payroll Liabilities	7	86,433	65,751
Grants in Advance	8	536,498	549,651
VLA Unused Funds	9	221,251	80,846
Employee Provisions	10	440,398	494,567
Total Current Liabilities		1,378,113	1,278,996
Non-Current Liabilities			
Employee Provisions	10	70,689	87,354
Total Non-Current Liabilities		70,689	87,354
Total Liabilities		1,448,802	1,366,350
Net Assets		1,596,483	1,332,705
Equity			
Retained Earnings		1,596,483	1,332,705
Total Equity		1,596,483	1,332,705

The Accompanying Notes Form Part of These Financial Statements

Springvale Monash Legal Service Inc.

Registered No: A0013997D
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Statement of Changes in Equity

For the Year Ended 30 June 2021

	Note	2021 \$	2020 \$
Retained Earnings			
Opening Balance		1,332,705	1,063,494
Surplus in the current year		263,778	269,211
Other Comprehensive Income		-	-
Closing Balance of Retained Earnings		<u>1,596,483</u>	<u>1,332,705</u>
Total Equity		<u>1,596,483</u>	<u>1,332,705</u>

The Accompanying Notes Form Part of These Financial Statement

Springvale Monash Legal Service Inc.

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Statement of Cash Flows For the Year Ended 30 June 2021

	Note	2021 \$	2020 \$
Cash Flows from Operating Activities			
Receipts from Grants & Other Income		3,100,828	3,046,209
Payments to Suppliers and Employees		(2,592,781)	(2,705,826)
Interest Received		21,847	37,179
Net Cash Provided by Operating Activities	12b	529,894	377,562
Cash Flows from Investing Activities			
Payment for fixed assets		(12,375)	(42,510)
Investment in Term Deposits		(15,451)	(14,868)
Net Cash (used in) Investing Activities		(27,826)	(57,378)
Net Increase in Cash Held		502,068	320,184
Cash at the Beginning of the Year		867,625	547,441
Cash at the End of the Year	12a	1,369,693	867,625

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies

Basis of Accounting

Financial Reporting Framework

The Board have prepared the financial statements on the basis that the Association is a non-reporting entity because there are no users dependent on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*. The Association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Statement of Compliance

The financial report has been prepared in accordance with the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*, the basis of accounting specified by all Australian Accounting Standards and Interpretations, and the disclosure requirements of Accounting Standards AASB 101: *Presentation of Financial Statements*, AASB 107: *Cash Flow Statements*, AASB 108: *Accounting Policies, Changes in Accounting Estimates and Errors*, AASB: 1048: *Interpretations of Standards* and AASB 1054: *Australian Additional Disclosures*, as appropriate for not-for-profit oriented entities.

The Association has concluded that the requirements set out in AASB 10 and AASB 128 are not applicable as the initial assessment on its interests in other entities indicated that it does not have any subsidiaries, associates or joint ventures. Hence, the financial statements comply with all the recognition and measurement requirements in Australian Accounting Standards.

Basis of Preparation

The financial statements have been prepared on an accrual basis and are based on historical costs. They do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

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

(a) Comparative Figures

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

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Notes to the Financial Statements

For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies (Continued)

(b) Taxation

The Association is exempt under Division 50 of the Income Tax Assessment Act 1997 as a non-profit organisation. As such, no allowance has been made for Income Tax.

(c) Cash and Cash Equivalents

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

(d) Property, Plant and Equipment (PPE)

Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and any impairment losses.

The carrying amount of plant and equipment is reviewed annually by Board to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

In the event the carrying amount of plant and equipment is greater than the recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(e) for details of impairment).

Plant and equipment that have been contributed at no cost, or for nominal cost, are recognised at the fair value of the asset at the date it is acquired.

Leasehold Improvements

Leasehold improvements is 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.

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised lease assets, but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the Association commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

<u>Class of Fixed Assets</u>	<u>Depreciation Rate</u>
Office, Furniture & Equipment	[10 - 40%]
Leasehold Improvements	[20 - 50%]

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised in results from Continuing Operations in the period in which they arise. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies (Continued)

(e) Impairment of Assets

At the end of each reporting period, the Association 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, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in results from Continuing Operations.

Where the future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the Association would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of an asset.

Where it is not possible to estimate the recoverable amount of a class of asset, the Association estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Where an impairment loss on a revalued asset is identified, this is debited against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(f) Trade and Other Receivables

Accounts receivable and other debtors include amounts due from customers and any outstanding grant receipts. 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.

Accounts receivable are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment. Refer to Note 1(e) for further discussion on the determination of impairment losses.

(g) Revenue and Other Income

All grant income has been deferred upon receipt, and not recognised as revenue until the related expenses are incurred, without assessing whether enforceable performance obligations exist. This does not comply with AASB 15 Revenue from Contracts with Customers, or AASB 1058 income of Not-for-profit Entities

Grant and donation income is recognised when the Association obtains control over the funds, which is generally at the time of receipt, unless otherwise stated. In the case of funding income received from the Victoria Legal Aid (VLA), revenue is recognised when the services have been rendered, and accordingly any unused funds are deferred to be used in future periods in accordance with the service agreement with the VLA.

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

(h) 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 assets and liabilities statement.

(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.

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies (Continued)

(j) 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 and Long Service Leave accrued for all employees but not entitled until ten 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.

Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Association obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as part of accounts payable and other payables in the statement of financial position.

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

(k) 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. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(l) Leases

Payment for the lease or rental of fixed assets where substantially all of the risks and rewards of ownership of the asset remain with the lessor, are expensed when incurred (and the asset is not recognised on the balance sheet). The contractual commitment for the use of this type of asset (generally a rental or lease agreement) is not recognised as a liability. As such, recognition and measurement requirements of AASB 16 Leases are not complied with.

Leases of property plant and equipment, where substantially all the risks and benefits incidental to the ownership of the asset (but not the legal ownership) are transferred to the Association, are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for that period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

(m) Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the Association's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the Association's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies (Continued)

(n) Critical Accounting judgements, estimates and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

Coronavirus (COVID-19) pandemic

Judgement has been exercised in considering the impacts that the Coronavirus (COVID-19) pandemic has had, or may have, on the Association based on known information. This consideration extends to the nature of the products and services offered, customers, supply chain, staffing and geographic regions in which the Association operates. Other than as addressed in specific notes, there does not currently appear to be either any significant impact upon the financial statements or any significant uncertainties with respect to events or conditions which may impact the Association unfavourably as at the reporting date or subsequently as a result of the Coronavirus (COVID-19) pandemic.

Estimation of useful lives of assets

The Association determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

Impairment of non-financial assets other than goodwill and other indefinite life intangible assets

The Association assesses impairment of non-financial assets other than goodwill and other indefinite life intangible assets at each reporting date by evaluating conditions specific to the Association and to the particular asset that may lead to impairment. If an impairment trigger exists, the recoverable amount of the asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which incorporate a number of key estimates and assumptions.

Employee benefits provision

As discussed in note 1, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

	2021 \$	2020 \$
2 - Grant Funding		
Commonwealth Grants	582,586	705,934
State Grants	679,338	599,847
MBA/ERO Grant	250,713	240,348
Other Grants	776,306	715,902
Monash University Grant	455,049	471,388
Total Grant Funding	<u>2,743,992</u>	<u>2,733,419</u>
3 - Other Income		
ATO - Cash flow boost	50,000	50,005
Disbursements Reimbursed	74,935	43,348
Fundraising/Donations	1,096	7,926
Interest	21,847	37,179
LPM Royalties	61,727	72,053
Other Costs Recovered	16,582	174,602
	<u>226,187</u>	<u>385,113</u>
4 - Cash		
Cash at Bank	1,369,025	866,957
Cash on Hand	668	668
	<u>1,369,693</u>	<u>867,625</u>
5 - Fixed Assets		
Office Furniture & Fixtures at Cost	235,410	223,035
Provision for Depreciation (Office F&F)	(165,783)	(134,615)
Total Fixed Assets	<u>69,627</u>	<u>88,420</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 2019	75,923	75,923
Additions at cost	42,510	42,510
Disposals (net)	-	-
Depreciation expense	(30,013)	(30,013)
Carrying amount at 30 June 2020	<u>88,420</u>	<u>88,420</u>
Additions at cost	12,375	12,375
Disposals (net)	-	-
Depreciation expense	(31,168)	(31,168)
Carrying amount at 30 June 2021	<u>69,627</u>	<u>69,627</u>

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

	2021 \$	2020 \$
Trade Payables	17,051	13,900
GST Payable	58,528	66,585
Other Payables	17,954	7,696
	<u>93,533</u>	<u>88,181</u>
7 - Payroll Liabilities		
Superannuation Payable	24,708	21,202
PAYG Payable	61,725	44,549
	<u>86,433</u>	<u>65,751</u>
8 - Grants in Advance		
Department of Justice	i) 85,352	140,873
Victorian Legal Services Board	ii) -	85,489
VLA - ISEALS	iii) 50,540	4,298
DHHS - FWWorkProject	iv) 23,441	45,981
ISF Sporting Change	v) 132,626	113,044
COVID Frontline (VLA)	vi) 177,952	146,500
Other minor	66,587	13,466
	<u>536,498</u>	<u>549,651</u>

i) Department of Justice

The prior year funds related to Family Violence, Health & Justice Partnership and Fines Clinic funding. 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. Prior year carry forward amount of \$55,521 was utilised in the 2020/21 year. As a result \$55,521 has been recognised in income in the 2020/21 year, and \$85,352 has been recorded as a liability in the Statement of Financial Position for unused project funds to be utilised in the subsequent year.

ii) Victorian Legal Services Board

In the 2019/20, the second \$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. Prior year carry forward amount of \$140,873 was utilised in the 2020/21 year. As at 30 June 2021, the remaining funding had been utilised under the project terms and there were no further funds to carry forward.

iii) VLA - ISEALS

In the 2020/21 year, funding of \$62,649, was received 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 1 July 2020, \$4,298 was carried forward for use in the 2020/21 and during the year approximately \$16,407 was utilised on the project. As a result, \$16,407 has been recognised in income in the 2020/21 year, and \$50,540 has been recorded as a liability in the Statement of Financial Position for unused project funds to be utilised in the subsequent year.

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

	2021	2020
	\$	\$
8 - Grants in Advance (Continued)		
<i>iv) Department of Health & Human Services- FVWorkProject</i>		
In the 2019/20, funding of \$23,440 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 1 July 2020, \$45,981 was carried forward for use in the year 2020/2021 year of which during the year approximately \$22,540 was utilised on the project. As a result, \$22,540 has been recognised in income in the 2020/21 year, and \$23,441 has been recorded as a liability in the Statement of Financial Position for unused project funds to be utilised in the subsequent year.		
<i>v) ISF Sporting Change</i>		
In the 2020/21 year, funding of \$196,014 was received, to be expended on the specific program. This program is for the provision of paying for a lawyer and Community Development Workers.		
The program funding is to be used exclusively for the purposes outlined in the funding agreement. As at 1 July 2020, \$113,044 was carried forward for use in the 2020/21 and during the year approximately \$176,432 was utilised on the project. As a result, \$176,432 has been recognised in income in the 2020/21 year, and \$132,626 has been recorded as a liability in the Statement of Financial Position for unused project funds to be utilised in the subsequent year.		
<i>vi) COVID Frontline Funding</i>		
Funding of \$175,000 was received during the 2020/21 year to be utilised as recovery of COVID-19 related expenditure incurred in the 2020/21 year.		
As at 1 July 2020, \$146,500 was carried forward for use in the 2020/21 and during the year approximately \$143,548 was utilised on the project. As a result, \$143,548 has been recognised in income in the 2020/21 year, and \$177,952 has been recorded as a liability in the Statement of Financial Position for unused project funds.		
9 - VLA Unused Funds		
Allowable Surplus - VLA unused funds carried forward	<u>221,251</u>	<u>80,846</u>
	221,251	80,846

In line with the VLA service agreement, any unused funds are required to be carried forward as a liability in the organisation's Statement of Financial Position. Any amounts of unused surplus funding that are in excess of 15% of the total VLA funding for the current year are to be classified as Excess Surplus, with the remaining to be classified as Allowable Surplus.

Springvale Monash Legal Service Inc.

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Notes to the Financial Statements

For the Year Ended 30 June 2021

	2021 \$	2020 \$
10 - Provisions		
Current		
Annual Leave	130,737	138,960
Personal Leave	61,324	110,602
Maternity Leave	108,900	132,213
Long Service Leave	125,297	112,792
Other	14,140	-
	<u>440,398</u>	<u>494,567</u>
Non-Current		
Long Service Leave	<u>70,689</u>	<u>87,354</u>
11 - Trust Account		
Money Held in Trust	13,214	26,857
Amounts owed to clients	<u>(13,214)</u>	<u>(26,857)</u>
	<u>-</u>	<u>-</u>

The Association maintains a Trust account regulated by the Legal Services Board of Victoria. This trust account is reconciled at the end of each month and the total amounts within the trust account agree to the liability of various account holders.

12 - Cash Flow

(a) Reconciliation of Cash

Cash on Hand	<u>1,369,693</u>	<u>867,625</u>
	<u>1,369,693</u>	<u>867,625</u>

(b) Reconciliation of Cash Flows from Operations with Net Surplus

Operating Surplus	263,778	269,211
<i>Add/deduct non-cash items:</i>		
Depreciation	31,168	30,013
<i>Changes in assets and liabilities</i>		
(Increase)/Decrease in Debtors	152,496	(35,144)
Increase/(Decrease) in Trade Creditors & Accruals	12,881	77,641
Increase/(Decrease) in Provisions	(70,834)	103,937
Increase/(Decrease) in VLA Unused Funds	140,405	(68,096)
Cash Flow From Operations	<u>529,894</u>	<u>377,562</u>

Springvale Monash Legal Service Inc.

Registered No: A0013997D
ABN: 96 206 448 228

Notes to the Financial Statements

For the Year Ended 30 June 2021

	2021	2020
	\$	\$
13 - Leasing Commitments		
Being for Rent of Office Premises and IT services		
Operating lease commitments neither capitalised in the accounts nor treated as ROU assets and lease liabilities:		
Payable:		
- not later than one year	94,549	108,449
- later than one year but not later than 5 years	11,000	105,549
	<u>105,549</u>	<u>213,998</u>

The Association entered into a commercial office lease, to rent premises in Narre Warren. The terms of the leases are for 3 years, commencing 1 May 2019 with variations made in September 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.

There is also a lease in relation to provision of Information Technology services, spanning for 48 months from May 2019.

As leases have not been prepared following accounting standards measurement and recognition, they remain 'off-balance sheet' and are consequently disclosed in this note as a commitment.

14 - Events Subsequent to Balance Date

The impact of the Coronavirus (COVID-19) pandemic is ongoing. It is not yet quantifiable to estimate the potential impact, positive or negative, after the reporting date. The situation is rapidly developing and is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

No other matter or circumstance has arisen since 30 June 2021 that has significantly affected, or may significantly affect the Association's operations, the results of those operations, or the Association's state of affairs in future financial years.

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's Statement

For the Year Ended 30 June 2021

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.

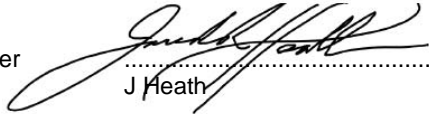
In the opinion of the Board:

- 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 2021 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:



Chairperson
D Tantirimudalige



Treasurer
J Heath

Dated this 8th day of October 2021

**Independent Audit Report
to the Members of
Springvale Monash Legal Service Inc
Reg. No. A0013997D
ABN : 96 206 448 228**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Monash Legal Service Inc, which comprises the Statement of Financial Position as at 30 June 2021, 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 2021 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.

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 2021, 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.

**Independent Audit Report (Continued)
to the Members of
Springvale Monash Legal Service Inc
Reg. No. A0013997D
ABN : 96 206 448 228**

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 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.

Dated at Mt Martha this 8th day of October 2021



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David A Szepefalusy
Director