

WestSide Lawyers



ANNUAL REPORT
AND
ANNUAL FINANCIAL REPORT
YEAR ENDED 30 JUNE 2020

PART 1
ANNUAL REPORT
2020

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PURPOSE AND HISTORY

In August 1974 a shopfront community centre called “Focus One” opened in The Parks area. It provided a legal advice service on Tuesdays from 6.00pm to 8.00pm, with four volunteer lawyers providing services on a rostered basis. In July 1978 the Council of the recently opened Parks Community Centre wrote to the Legal Services Commission indicating that they intended to make a funding submission to establish a permanent legal service within the Centre.

The Commission met at The Parks on 2 November 1978 to consider the submission and on 19 April 1979 a grant of \$8,020.00 was made to establish The Parks Legal Service; with the service commencing operation on 1 May 1979. On 19 July 1979 the Commission approved further funding of \$33,457.00 to expand the service. At the formal opening the then Attorney General said:

“The establishment of this Centre is a milestone in the development of legal services in South Australia because it is not only the first independent, community-based legal service to be funded by the Legal Services Commission, but is the first service of this kind in Australia.”

The legal service has always been managed by a volunteer Board of Management, comprised mostly of legal practitioners, committed to assisting those who are unable to afford private legal representation. Our current chairman is the Honourable John Sulan QC (formerly a Judge of the Supreme Court of South Australia). Our capacity to truly assist our clients is largely a consequence of their shared vision that we should employ lawyers with a variety of skills, who in combination provide a complete and holistic service to clients.

In 2002 we expanded beyond Angle Park to encompass the greater western portion of Adelaide and changed our name to WestSide Lawyers. Within 18 months we were invited to run the Port Pirie legal centre during the calling of a new tender and we have been a vital part of providing access to legal justice in the region ever since.

In 2012 it was announced that The Parks would be redeveloped. Knowing that our offices would make way for new facilities, the Board decided to relocate permanently. In the 2012 Annual Report we reflected on the impending relocation and commented that *‘it will be with some regret that we leave the very pleasant surrounds of our current address, with its park-like setting, wonderful bird life and great Vietnamese cafes’*. Despite that tinge of regret, we were pleased to find extremely suitable premises, surrounded by park-like areas and very close by to some new Vietnamese cafes. In January 2014 WestSide Lawyers relocated to the ‘Old Post Office’ at Hindmarsh and in May 2014 our new office was officially opened by the Honourable Chief Justice Kourakis QC. The benefits of the new office are plentiful; our location on a major arterial road has significantly increased visibility, is only minutes from the CBD and is markedly closer to the Adelaide Courts, where our lawyers spend much of their time.

Since this time we have endured significant changes to the landscape of community legal services in South Australia. WestSide Lawyers continues to thrive and provide exceptional services to our clients in the metropolitan western suburbs and Port Pirie and the mid-north regions.

OBJECTIVES

WestSide Lawyers enhances access to legal justice for people experiencing financial, social or other disadvantage by:

- Providing legal services to individuals and to community and not-for-profit organisations;
- Making referrals to appropriate government and non-government agencies for non-legal issues;
- Involving individuals and community and not-for-profit organisations in recognition, understanding and solution of their own legal and related problems;
- Supporting and empowering clients to resolve their own legal problems where possible;
- Assisting in, encouraging and fostering unusual cases; and
- Co-operating and/or affiliating with organisations in Australia and elsewhere having similar objectives and/or common clients.

HOURS OF OPERATION

WestSide Lawyers provides legal assistance by appointment during the following hours:

- 9:00am to 5:00pm Monday to Friday; and
- 6:00pm to 8:00pm Thursdays (Hindmarsh Office only)

After-hours appointments for existing clients are available by arrangement with the solicitor responsible for the client's file.

STAFF 2019 – 2020

LAWYERS

David Bulloch
Pamela Badcock
Michael Bayne
Paul Crawford
Robert Crisci
Elizabeth Densley
Yen Du
Haneen Haddad
Alexander Jackson
Ashlee Provis

ADMINISTRATION

Astrid Arbon
Leanne Dahlenburg
Julie Dodd
Kathryn Evans
Laura Haddad
Emma Paynter
Darius Sabou

CLERKS

Zahraa Alwan
Russel Ilano
Johan Oria
Raphael Paleaz
Andreas Requillo
Andy Tran
Winnie Tran

MANAGEMENT BOARD 2019 – 2020

John Sulan QC, Bar Chambers (Chairperson)
David Bulloch, WestSide Lawyers (Managing Lawyer)
Greg Hayes, Treasurer
Paul Boylan, Boylan Lawyers
Sebastian Hill, Boylan Lawyers
Thea Birss, NDA Lawyers
Amra Sabou, Stanley & Co Lawyers
Kate McGarry, AnglicareSA (June – September 2019)

SERVICES PROVIDED

1. Providing initial legal assessment, advice and referral

Every individual and community or not-for-profit organisation is entitled to a free legal advice interview on most areas of law. Areas most commonly advised on include:

- Criminal law and police matters;
- Family law matters including access to children and property settlement;
- Employment disputes;
- Neighbour disputes;
- Inheritance matters; and
- A wide range of other civil disputes heard in the Magistrates, District and Supreme Courts.

At the initial advice interview the primary aim is to add professional value to the client's own online or other investigation (e.g. a friend's direct experience). While online fact sheets about the law can be a useful starting point, an objective legal opinion about the specific application of the law to the particular set of facts is nearly always necessary. The initial advice session outlines the full extent of the client's legal obligations, rights and remedies, as well as their available choices and proposals for action. These considerations only follow a professional judgement made by the interviewing solicitor that the presenting issue is amenable to a legal solution.

If it becomes clear that the client's problem is not legal in nature, or is accompanied by a non-legal problem, suitable referrals are made. For example, many clients of the Hindmarsh office face financial difficulties, and are routinely referred to AnglicareSA financial counsellors (also located in the Hindmarsh area).

When required, WestSide Lawyers arranges an interpreter for clients through the Translating and Interpreting Service (TIS) operated by the Commonwealth Government, either on-site or by telephone conference.

2. Providing ongoing casework assistance

When a client presents with a legal dispute that is contested by the other parties involved, ongoing assistance is offered, provided the client satisfies the eligibility criteria. Eligible clients are those who are engaged in a legal dispute of some significance and assessed to be disadvantaged and vulnerable to further losses, in accordance with the priority client categorisations set by the Commonwealth government.

Casework assistance often includes representation in court if the dispute cannot be resolved without court proceedings. Consistent with the long-standing policy of WestSide Lawyers, all eligible clients are represented at all court attendances, as failure to act is highly likely to compound disadvantage if the client is unrepresented in an adversarial judicial setting. All proceedings are issued in the firm name and letters on behalf of clients are sent on the firm letterhead. WestSide Lawyers conducts complex litigation, including appeals to superior courts.

Sidelines assistance is offered to clients in jurisdictions where lawyers are barred from acting for clients; for example, disputes in the Minor Civil jurisdiction of the Magistrates Court where lawyers are excluded except in limited circumstances. Sidelines assistance includes the drafting of court documents and letters in the client's name and assisting with negotiations with the other parties to the dispute. WestSide Lawyers applies its professional skills and experience to assist and empower the client to conduct and manage his or her own dispute.



3. *Providing Duty Solicitor services from Port Pirie*

WestSide Lawyers' Port Pirie office conducts a duty solicitor service in the Port Pirie Magistrates Court, Kadina Magistrates Court and Peterborough Magistrates Court. The service ensures access to appropriate legal advice and representation for otherwise unrepresented defendants. Defendants receive free legal services from a lawyer in court during circuit weeks, or legal advice and representation in relation to bail applications at any time if the person is in custody and has been refused police bail.

Further information above the Duty Solicitor Service can be found later in this Report.

GENERALIST PRACTICE

WestSide Lawyers receives funding from the South Australian government to provide services to clients across a broad range of legal disputes. The Generalist Practice funding grant allows WestSide Lawyers to provide advice and representation to clients across the criminal and civil (incorporating private disputes, employment disputes and administrative appeals) practice areas.

In the criminal jurisdiction, WestSide Lawyers routinely appears in the Adelaide, suburban and regional Magistrates Courts to assist clients with:

- Assault matters, and other charges of intending to cause injury;
- Theft, fraud and related offences;
- Road traffic and other motor vehicle offences;
- Drug and weapon related offences; and
- Property damage charges.

WestSide Lawyers' work for clients in the criminal jurisdiction is broad. So as not to encroach on the work done by the Legal Services Commission, WestSide Lawyers does not act for clients who are eligible for a grant of legal aid funding. As such, the majority of clients assisted by WestSide Lawyers are charged with less serious offences, where it is generally not likely that the client would be imprisoned on a finding of guilt. Where clients enter a guilty plea, WestSide Lawyers will make submissions on behalf of a client in mitigation of the penalty to be imposed. If it is clear that the evidence does not support the charges against the client, WestSide Lawyers endeavours to negotiate a withdrawal or downgrading of charges with prosecution. Where necessary, WestSide Lawyers will represent clients at trial.

In the civil jurisdiction, WestSide Lawyers typically assists clients in the following areas:

- Employment disputes, including unfair dismissal and underpayments;
- Tenancy disputes;
- Credit disputes, including assisting to negotiate arrangements for unpaid mortgages and credit cards, and assisting where a credit provider has made a repossession application;
- Motor vehicle accident matters on behalf of uninsured motorists in dispute with insurance companies or other uninsured motorists;
- General civil disputes between individuals and other individuals or corporations, include contract and debt matters; and
- Administrative matters, including Freedom of Information applications, government benefit disputes and appeals of government decisions.

WestSide Lawyers' working policy with respect to the civil jurisdiction is to continue to represent eligible clients and not abandon them when it is evident that a dispute cannot be resolved without going to court. To this end, WestSide Lawyers routinely conducts relatively complex litigation, where large commercial legal firms represent the other party, including representing clients in appeals to superior courts.

WestSide Lawyers utilises the services of in-house counsel by way of briefing the Managing Lawyer to appear as Counsel in all jurisdictions. WestSide Lawyers rarely retains members of the independent bar; this gives clients better value for their contribution and means that WestSide Lawyers does not need to convince a member of the bar to accept a 'pro-bono' or 'low-bono' brief.

FAMILY LAW & FAMILY VIOLENCE PRACTICE

In addition to the Generalist Practice, WestSide Lawyers is funded to provide specific services to clients involved in family law disputes as well as clients where family violence is a core feature in the matter.

In Family Law proceedings WestSide Lawyers provides assistance to clients in relation to issues arising from the breakdown of de facto or marital relationships. These issues include divorce, the division of property and care arrangements for children.

WestSide Lawyers assists clients to understand and apply the process for property division in accordance with the *Family Law Act 1975* (Cth). These claims can be complex or simple, depending on the individual circumstances of each client. Generally, WestSide Lawyers will assist clients by calculating the property pool available for distribution and advising the client on the likely outcome, taking into account any additional financial or non-financial contributions to the relationship and the parties' current and future financial needs. WestSide Lawyers assists clients to endeavour to reach a negotiated outcome with the other party to the relationship. Where those negotiations are unsuccessful, WestSide Lawyers will assist clients to file a claim in the Federal Circuit Court or Family Court of Australia and represent clients through those proceedings.

In matters relating to the care and custody of children, WestSide Lawyers advises clients in relation to their entitlements and responsibilities in accordance with the *Family Law Act 1975* (Cth) and assists clients to resolve children issues through negotiation with the other parent or through family dispute resolution services. For clients unable to reach an agreement as to the care arrangements for children through these means, WestSide Lawyers will prepare and file an application for orders from the Federal Circuit Court or Family Court as to the care arrangements. WestSide Lawyers will also represent clients through this process.

Family Violence related services are designed to assist clients to deal with issues arising from or connected with family violence. This is not simply a victim support service, but a service intended to assist clients to deal with a variety of legal issues across areas such as: family law, intervention orders, child protection matters, housing, credit and/or debt, social security, mental health and employment. By providing advice and representation to more than victims of family violence, WestSide Lawyers endeavours to reduce the emotional and mental stresses that accompany those people involved in legal disputes that are often a contributing factor in family violence.

DUTY SOLICITOR SERVICE (INCLUDING PETERBOROUGH AND KADINA OUTREACH)

WestSide Lawyers has long provided a Duty Solicitor service to the people of the Upper Spencer Gulf region, particularly at the Port Pirie, Kadina and Peterborough Magistrates Courts. The Legal Services Commission does not have a presence in Port Pirie or its surrounds. This places people before these regional courts at a disadvantage to their metropolitan and regional counter-parts who are able to obtain legal advice from duty solicitors employed by the Legal Services Commission located at the Adelaide, suburban and country Magistrates Courts.

In the 2019/20 year WestSide Lawyers received funding from the Law Foundation of South Australia to provide this service. Commencing July 2018 WestSide Lawyers expanded its Duty Solicitor service to encompass the regional courts located in Port Lincoln and Ceduna.

The following pages contain a reproduction of WestSide Lawyers' report to the Law Foundation of South Australia on the services provided by the Duty Solicitor program:



WestSide Lawyers - Law Foundation Duty Solicitor Report September 2019 to March 2020

This Report addresses the two primary objectives of the duty solicitor role:

- “Objective 1”: To provide legal advice and representation to members of the Upper Spencer Gulf, the Clare Valley and Barossa in criminal law and civil law matters and thus enhance access to justice for disadvantaged, vulnerable and regional clients.
- “Objective 2”: To provide improved coordination between services to ensure clients get access to the service they need when they need it.

This report follows earlier reports and is divided into 3 parts consisting of:

- Part 1: Duty Solicitor Overview and New Developments;
- Part 2: Reporting on Objective 1 Outcomes;
- Part 3: Reporting on Objective 2 Outcomes.

PART 1: Duty Solicitor Overview and New Developments

The duty solicitors provide advice and/or representation to unrepresented defendants facing Court for criminal charges, including guilty pleas and sentencing submissions. For matters involving likely imprisonment on a finding of guilt, the duty solicitor service provides initial advice to clients about the nature of the charges and an appropriate referral to an appropriate legal service, generally Legal Aid or a private law firm. The service extends to advice and representation for defendants in police custody seeking bail. Notwithstanding two solicitors have moved onto work as prosecutors in November 2019, there has been no real interruption to the duty solicitor services, with solicitors from WestSide Lawyers' Hindmarsh office continuing the duty solicitor work.

PART 2: Reporting on Objective 1 Outcomes

- legal advice and representation on all bail applications for individuals in custody in Port Pirie who have had police bail refused;
- duty solicitor services to defendants at Port Pirie during Court sitting weeks and at Peterborough during Court circuits;
- duty solicitor services to defendants remanded in custody who appear before the Kadina and Barossa Magistrates Courts;
- duty solicitor services to defendants at Kadina during Court circuits;
- duty solicitor services at Maitland;
- demand monitored of required outreach services to enhance the choice of access for our clients; and
- client needs identified so as to tailor services with particular reference to people of culturally and linguistically diverse backgrounds.

Reporting Period: 21/9/2020 to 20/3/2020

- The duty solicitor service assisted 142 clients including court attendances during court sitting weeks and bail applications for overnight custody matters:

The demographical breakdown of the clients by top ten (10) suburbs:	Percentage
Port Pirie	37%
Peterborough	7%
Wallaroo	4%
Port Lincoln	2%
Port Augusta	2%
Moonta	2%
Whyalla	1%
Port Broughton	1%
Kadina	1%
Jamestown	1%

Observed Variations between the Reporting Periods

The total number of duty solicitor services provided decreased from 204 in the third reporting period to 142 in this Reporting Period.

Disadvantaged and Regional Clients

During this Reporting Period WestSide Lawyers provided legal advice and representation to the priority client base, i.e. disadvantaged and vulnerable people who reside outside the Adelaide West region:

- ≈ 80% of clients had an income of less than \$52,000 gross per annum.
- ≈ 30% of clients reported a disability or mental illness;
- ≈ 14% of clients were aged 65 or over (an increase from the previous report); and
- ≈ 7% of clients identified as being Aboriginal and/or Torres Strait Islander.

Case Study: Disadvantaged Regional Client Assistance

Mr G appeared unrepresented before the Peterborough Magistrates Court for a drug driving charge. Mr G refused to accept the indication of the Magistrate that his 'not-guilty' plea would fail at trial. WestSide Lawyer's duty solicitor was in the body of the court, waiting for another client's matter to be called, interrupted to appear as a friend of the court. Consequently, Mr G's matter was held to allow the duty solicitor to advise Mr G. The duty solicitor identified that Mr G's reason for pleading not guilty was that he wanted to keep his driver's licence for a few more months so that he could attend cancer treatment in Adelaide. The duty solicitor subsequently represented Mr G and provided in his submissions that the disqualification period commence in four month's time to allow Mr G to drive to Adelaide for his cancer treatment, which was considered by the court. This saved Mr G and the state the time and resources required for a trial, and the likely more severe penalty attached to a finding of guilty after a 'not-guilty' plea.

PART 3: Reporting on Objective 2 Outcomes

WestSide Lawyers' effectiveness in achieving Objective 2 is reflected in the statistics below.

Clients referred by WestSide Lawyers to other agencies

During the Reporting Period, WestSide Lawyers referred clients to:

- 37% Private law firms;
- 25% Family Relationships Centre;
- 17% Legal Services Commission;
- 13% Community legal service provider;
- 8% Other

Other referrals can include, for example, other agencies such as, government departments or agencies, financial counsellors, Consumer Affairs, the Ombudsman, the Aboriginal Legal Rights Movement, health and mental health services, community support services, other community legal centres, local government, and the police.

WestSide Lawyers' referral source

In this Reporting Period the most significant percentage of referral sources were from:

- ≈ 38% from a client's friend, neighbour or relative;
- ≈ 36% from the Legal Services Commission;
- ≈ 19% from a Court or Tribunal; and
- ≈ 6% from a private legal practitioner.

The balance of referrals from other sources included those from the Ombudsman, community support centres, local government, government departments and agencies, Consumer Affairs and the Family Relationships Centre.

It is evident from the significant cross-referral statistics that WestSide Lawyers has continued to foster a sound relationship with the Legal Services Commission ("LSC") and that the community is confident in referring WestSide Lawyers to their friends, neighbours, or relatives.

Also evident from the above referral statistics is the range of other entities to whom referrals are given and received. WestSide Lawyers ensures that clients are provided with legal assistance they require from our office, or by a more suitable service provider. Similarly, WestSide Lawyers also assist clients by identifying which matters are not legal issues and explore options other than court proceedings to resolve their matters.

Duty Solicitor Referrals

WestSide Lawyers' duty solicitor role has provided confidence to the court staff as such that the Sheriff's officers (and sometimes the Magistrate) will recommend that the client see the duty solicitor about their matter. This relationship has improved the triage system by equipping clients with the applicable representation or referral tailored to the individual clients' needs and criminal charges.

Westside Lawyers advise clients about potential defences, and likely penalties in the event of a guilty plea or a finding of guilt by the Court at trial. Further, when imprisonment is unlikely and the accused person concedes the facts that underlie the charges WestSide Lawyers makes sentencing submissions on behalf of clients which additionally increases the Court's case flow management by minimising the number of clients seeking an adjournment.

When Legal Aid is refused, typically because a client has low income but exceeds the LSC's assets test, WestSide Lawyers can provide follow-up assistance to the client to reduce the number of unrepresented defendants appearing before the Courts.

Co-Locating the Duty Solicitor in a Generalist Community Centre

Co-locating the duty solicitor role within WestSide Lawyers' generalist community legal centre program has helped clients to actively seek the assistance they require in other legal matters. Continuing to have a significant proportion of repeat clients suggests that our assistance is appropriate and valued.



CLIENT CONTRIBUTION SCHEME

If our client is impecunious and satisfies the current Commonwealth eligibility guidelines WestSide Lawyers provides assistance for no charge or at most a nominal fee. For those who do not qualify for such support, e.g. they are not wholly dependent on Centrelink payments or the required service is not characteristically provided by community centre lawyers, we offer representation provided that the client pays a percentage of their legal fees calculated on the Supreme Court of South Australia scale of costs.

WestSide Lawyers implemented the Client Contribution Scheme after becoming conscious of clients requesting assistance who could afford to make a modest contribution towards their legal expenses. The ability of clients to make a contribution to their legal fees should not be mistaken for an ability to afford private legal representation. When litigation is on foot, private representation quickly becomes costly, requiring the preparation of court documents, multiple court attendances and significant review of documentary evidence. The expense is particularly burdensome where the services of counsel are required. The knowledge that, if the litigant is successful, the other party will be required to pay (some of) their costs is of little assistance to a client who cannot afford to run the matter to trial in the first place.

A legal right is of no substance if the right cannot be enforced, and an individual's disadvantage is further exacerbated when litigating against a corporation or government department. It is not only impecunious and impoverished clients that are disadvantaged, but also clients who earn an income but still do not have the financial capacity to fund litigation. At first glance, a client with an average household income may not appear disadvantaged, but they are nevertheless likely to be precluded from seeking justice and enforcing their legal rights. In the absence of some form of legal assistance, they are in an analogous position to a person relying solely on Centrelink payments, in that it is practically impossible to enforce their legal entitlements.

Encouraging the early settlement of disputes is another critical element of the Client Contribution Scheme. When a client is receiving full legal representation for free, there is insufficient incentive to consider reasonable settlement offers. This is not an efficient use of limited public legal assistance funds or the resources of the court system. Clients who are aware that they will be required to make even a modest contribution to their legal expenses, are much more likely to understand the commercial aspects of settling litigious disputes before committing to trial.

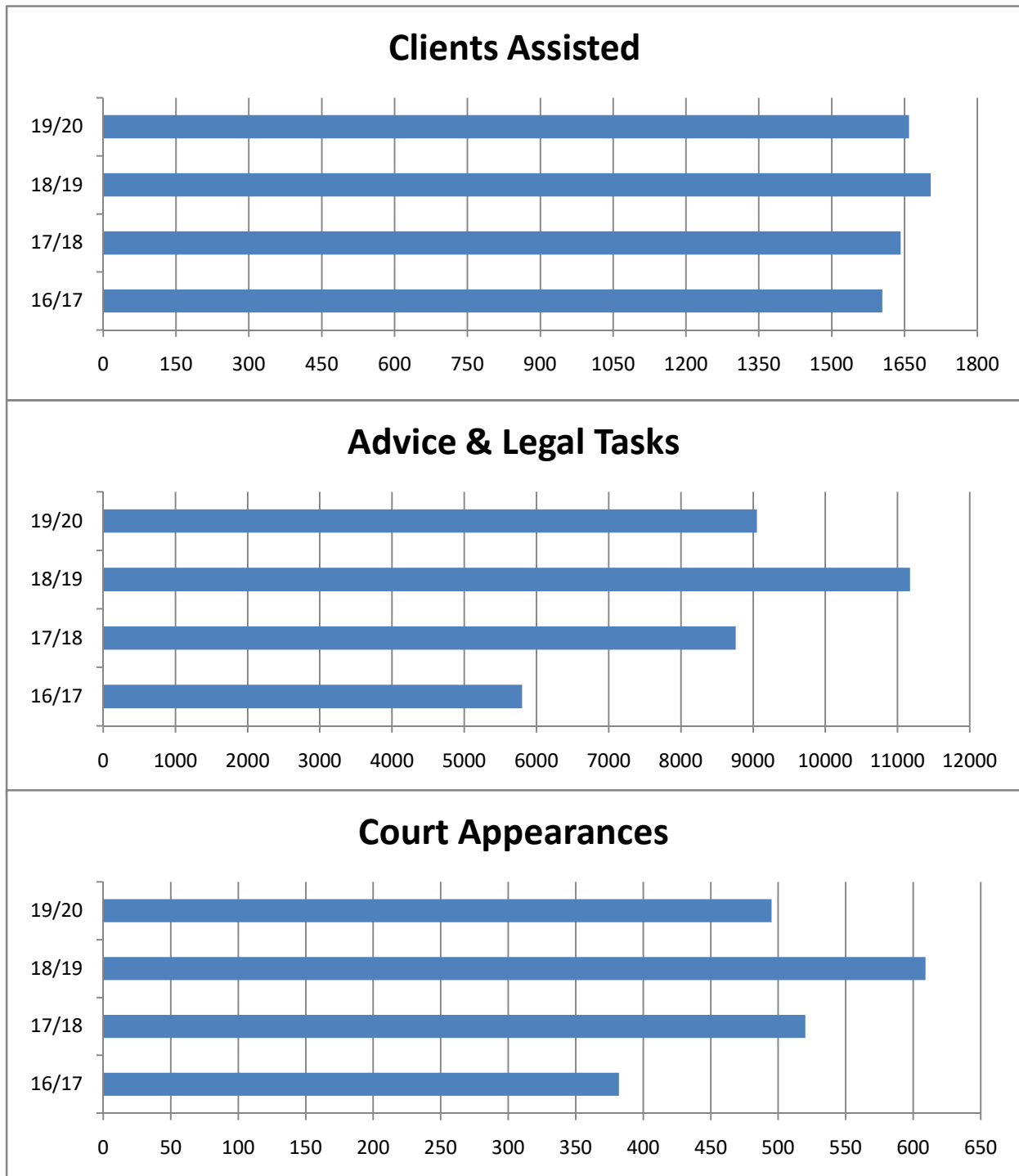
In order to assess a client's capacity to make a contribution towards their legal expenses, WestSide Lawyers collects information and estimates the total number of hours a lawyer will be required to devote to the matter. This combination of information determines the percentage of contribution to the fees charged. The contribution rates range from 10% to 50% of the items listed in the Supreme Court scale. We monitor each client's contribution and decrease if a matter continues for an extended period of time.



CLIENT SERVICES STATISTICS

	<u>19/20</u>	<u>18/19</u>	<u>17/18</u>	<u>16/17</u>
Number of clients assisted	1,659	1704	1642	1604
Advice & Legal Task Activities	9,054	11,175	8758	5800
Number of Court Appearances	495*	609	520	382

* 495 is lower than the prior year due to counting only
“opened in the period”



ADELAIDE OUTREACH ACTIVITIES/VOLUNTEER WORK

WestSide Lawyers After-Hours Legal Advice Clinic

WestSide Lawyers continues to run its successful After-Hours Legal Advice Clinic every Thursday evening for those people who are not able to attend during business hours.

The After-Hours Legal Advice Clinic provides appointments for new clients in a range of areas, including criminal, civil, employment, administrative and estate law. WestSide Lawyers has long had the benefit of excellent relationships with practitioners from a broad cross-section of the private profession. This has resulted in many solicitors regularly volunteering their time to attend the After-Hours Legal Advice Clinic and conduct appointments with members of the public. At each appointment, volunteer solicitors take initial instructions, provide advice, assess clients for ongoing representation, and provide referrals where clients are not eligible for assistance.

In 2019/2020 the After-Hours Legal Advice service assisted 232 new clients with advice on their legal issues up to March 2020 when the impact of COVID-19 forced the After-Hours Legal Advice Clinic to cease operation following government guidelines as to social distancing. In total, WestSide Lawyers' After-Hours Legal Advice Clinic volunteers contributed 137 hours of pro-bono legal work to the community during the 2019/2020 year

The After-Hours Legal Advice Clinic would not be possible without the private practitioners who generously volunteer their time and expertise. Each year has seen the addition of a number of new solicitors to the service, and the continuing aid of a number of solicitors who have been involved for several years.

WestSide Lawyers thanks the following solicitors for their assistance in 2019/2020:

Aaron Almeida
Paul Crawford
Oliver Cole
Emma Lindblom
Erin McGlade
Oliver Morris
Katherine Portelli
Eugene Reinboth
Sarah Sagnau
Cassandra Schumacher
James Watson
Andrew Wright



COLLABORATION WITH OTHER SERVICE PROVIDERS

WestSide Lawyers is well placed to assist clients with their non-legal needs as a result of an established and comprehensive network of support services that we regularly collaborate with. WestSide Lawyers regularly receives referrals from, and refers clients to, the following organisations:

- **AnglicareSA** – for relationship, parenting and financial counselling, emergency assistance, housing and community programs, mental illness and disability support;
- **Housing SA** – for assistance with public housing;
- **Uniting Care Wesley Bowden/Brompton** – for financial counselling services. A financial counsellor from the Bowden/Brompton office is co-located fortnightly at WestSide Lawyers' Hindmarsh office to provide financial counselling services;
- **Centacare** – for services where clients need additional support, including counselling for a range of reasons;
- **Relationships Australia** – for family support services and counselling, including families going through separation;
- **Family Relationships Centre (run by Centacare, Port Pirie Dioceses)** – referrals largely in relation to Family Dispute Resolution;
- **Disability Rights Advocacy Service Inc** – support for people with a disability, including protecting their rights, and their carers;
- **Vietnamese Community in Australia, South Australian Chapter** – support services for people (including non-Vietnamese) with a focus on non-English speaking backgrounds and new arrival communities;
- **Legal Services Commission** - for legal aid applications and many referrals received for family law property disputes, intervention order matters and civil law disputes;
- **SAPOL Port Pirie (including Police prosecution)** – referrals to WestSide Lawyers for legal advice and assistance for victims of family and domestic violence;
- **Private lawyers in Adelaide and the western suburbs** – referrals from these organisations where clients are experiencing financial difficulties;
- **Local members of the South Australian Parliament;** and
- **Local members of the Commonwealth Parliament.**

THE TEACHING CLINIC

WestSide Lawyers has evolved over the years, in lieu of providing Practical Legal Training placements, and has attracted eager, young (in terms of experience) lawyers. This year, WestSide Lawyers did not formally host any Practical Legal Training students, however, has assisted several young lawyers to obtain a start in their legal professional career. These lawyers have immediate exposure to a wide range of practice areas including criminal, civil and family matters. The teaching philosophy of WestSide Lawyers allows these young lawyers to quickly refine their skills in:

- conducting legal research;
- Fact and legal analysis;
- Problem solving;
- Legal writing and drafting; and
- Drafting advice to clients.

Young lawyers of WestSide Lawyers quickly gain experience by drafting relevant and practical advice, liaising with clients and running a file, which are all invaluable in the transition from law graduate to lawyer.



CASE STUDIES

Mr P

Mr P and Ms D had a 15 month old child together, and separated shortly after the child was born. The parties lived separated under one roof until they agreed that Mr P would leave the family home with the child. A week after leaving Mr P was served with Family Law Court documents for the urgent recovery of the child. Ms D had changed her mind regarding the care of the child. Mr P requested assistance from WestSide Lawyers. We advised Mr P to return the child before the first hearing because the child's young age. At the first hearing WestSide Lawyers was able to negotiate for Mr P's regular visits with the child. The interim resolution positively improved the relationship between the parties and they communicated well and shared the care of the child pursuant to the Court Order. A few months passed and the parties attended a Family Dispute Resolution Conference where they agreed to final consent orders. In all, the duration of the proceedings was less than six months. The result was greatly aided by the focus of WestSide Lawyers on the resolution of the dispute, as opposed to protracted arguments that lead to greater rifts between parties.

Ms M

After the end of Ms M and Mr C's relationship they decided to relocate together to a rural South Australian town and renovate a property together. Mr C considered himself a 'handyman' and performed the majority of the renovation work himself over a period of four years. The arrangement broke down and Mr C exited the property leaving much of the renovation work unfinished. Mr C filed a claim in the Supreme Court of South Australia to recover payment of work done. Ms M requested our assistance. WestSide Lawyers obtained an expert report from a Quantity Surveyor in relation to the extent and value of the renovation work at the property. Mr C obtained an answering expert report. The parties attended mediation where it was quickly apparent that Mr C had overstated and overvalued the work he completed at Ms M's property. WestSide Lawyers negotiated for the payment of a settlement sum that was considerably less than what Mr C was demanding. The settlement sum accurately reflected the value of Mr C's contribution and was affordable for Ms M to pay. In all, the matter was finalised and Ms M avoided the risks and costs involved in a trial.

Ms C

Ms C had a long running SACAT dispute with her former landlord. Her landlord claimed she underpaid rent and other 'storage' expenses. Ms C claims that the landlord did not keep proper accounts of the rent payments, and dealt with her personal property without consent. Over the course of the mediation conferences with SACAT, WestSide Lawyers offered Ms C with 'background' legal advice regarding gathering evidence to prove rent payments were made. The landlord proposed terms of settlement. WestSide Lawyers considered that the terms were too heavily in the landlord's favour. Ms C asked WestSide Lawyers to draft alternate terms of settlement. Ms C provided those terms to the landlord during the SACAT mediation and the landlord accepted them. Ms C's matter was resolved without the need for her to make any further 'rent' payments to the landlord and the landlord withdrew all proceedings against Ms C.

Mr M

Mr M and Ms H were in a de facto relationship from 1982 to 2010 and had one child together. After the parties separated, they remained living under the same roof until 2013. Throughout the relationship, Mr M made greater financial contributions and maintained full-time employment. Mr M also contributed money he received from various inheritances. Ms H initially contributed \$30,000 towards the family home. Ms H performed the majority of the homemaking and parenting duties and has health issues that limit her future earning capacity. Mr M received a letter from Ms H's solicitors instigating property settlement negotiations seven years out of time. Mr M approached WestSide Lawyers for assistance to resolve the matter quickly and effectively. WestSide Lawyers advised Mr M that an equal property pool split was the right result. Mr M's proposal was accepted by Ms H and the matter was quickly resolved by way of consent orders in the Family Law Court.

Mr B

Mr and Ms B were married for 16 years and had three children together. The parties separated in 2017. Mr B made greater financial contributions throughout the relationship because he was the primary income earner. Ms B performed majority of the parenting and homemaker duties and continued the care of the children post separation. Ms B also suffers from MS and has limited working capacity. Ms B offered to split the property pool on an 80/20 basis in her favour given her non-financial contributions and future needs. Mr B had engaged a private solicitor and after many months had failed to reach an agreement with Ms B. Mr B could no longer afford private representation and approached WestSide Lawyers for assistance. WestSide Lawyers assessed that Ms B's proposal was not the right result and advised Mr B that he could seek that the property pool be split approximately 60-65% in Ms B's favour. WestSide Lawyers were successful in negotiating a settlement with Ms B's solicitors and the matter was resolved by way of consent orders on a 65/35 basis in Ms B's favour.

Mr P

Mr P and Ms R had a brief relationship in 2013. There is one child of the relationship. Mr P had little to no involvement in the child's early life. In 2018 the parties attended a successful mediation conference regarding the care arrangement for the child whereby the child spends time with the Mr P on alternate weekends. Mr P approached WestSide Lawyers for assistance to formalise the agreement by way of consent orders filed in the Family Law Court. An application for consent orders reflecting the parties' agreement was sent to Ms R to review with a strong suggestion to seek legal advice. Ms R subsequently told WestSide Lawyers that she would not sign the consent orders and would not facilitate any time between Mr P and the child. WestSide Lawyer advised Mr P to initiate proceedings in the Federal Circuit Court. Prior to the first directions hearing, WestSide Lawyers was able to negotiate interim consent orders with Ms R's solicitor. Those interim consent orders provided for Mr P's time with the child at a Children's Contact Service. Ms R has not complied with those Orders and WestSide Lawyers has notified the Court of this non-compliance. WestSide Lawyers' involvement in this matter is on-going and the matter is set for an interim defended hearing in February 2021.

Ms L

Ms L married Mr H in 2005. The parties separated in 2009 after Mr H assaulted Ms L. Mr H was subsequently charged with assault against Ms L. Prior to his release from prison Mr H threatened harm against Ms L if she ever returned to her home town. As a result Ms L avoided all contact with Mr H and never returned to her home town. Ms L approached WestSide Lawyers for assistance with a divorce application. The main difficulty was that Ms L had no information regarding Mr H's current whereabouts in order to personally serve the divorce application. WestSide Lawyers make all the necessary enquiries in order to ensure that an application to substitute service to Mr H's father would be successful. The Court accepted that personal service on Mr H was not possible and made the order for substituted service as sought by Ms L. The success of this application meant that there was little to no prohibitive cost to Ms L and she was able to quickly and efficiently obtain a divorce order.

Mr S

Mr S and Ms S were married in 2005 and separated in 2019. The parties had very little assets between them. They shared a property valued at \$65,000, a car obtained through finance, a caravan, and Ms S's superannuation. After Ms S initiated in the Federal Circuit Court, Mr S requested the assistance of WestSide Lawyers. In 2014 Mr S had used his entire superannuation to purchase the property and wished first and foremost to continue his residence at the property into his retirement. It was clear that while a 50/50 settlement was most appropriate, it was not possible to achieve this result without the sale of the property. At the conciliation conference WestSide lawyers successfully negotiated a settlement wherein Mr S retained the property, sold the car and the caravan to provide Ms S with a settlement sum, and took on a small liability in Ms S's name. The settlement division equated to 55/45 in Mr S's favour.

Mr T

Mr T previously shared the care of his 4 year old daughter with his ex partner, Ms R, on a 50/50 basis pursuant to a Parenting Plan. In April 2019 Mr T and Ms R had an altercation and the police were involved. As a result Ms R withheld the child from Mr T. Once Mr T's criminal charges were dropped in August 2019, Mr T approached WestSide Lawyers requesting assistance to recommence his time with the child. WestSide Lawyers sent correspondence to Ms R. When no response was received from Ms R, WestSide Lawyers initiated proceedings in court. At the first directions hearing, WestSide Lawyers negotiated interim consent orders wherein Mr T was able to spend two hours every week with the child supervised by his sister. At the first Family Dispute Resolution Conference, WestSide Lawyers negotiated extended time with the child, still subject to supervision. At the second Family Dispute Resolution Conference, WestSide Lawyers successfully negotiated for the supervision requirement to cease completely and for the child to begin spending overnight time with Mr T. Notwithstanding Ms R's continual 'new allegations and disclosures made by the child' WestSide Lawyers provided advice to Mr T regarding how to navigate his co-parenting relationship with Ms R without causing unnecessary tension. WestSide Lawyer's involvement in this matter continues and the next step is to reach an agreement regarding the school holiday time and final orders.

PART 2

ANNUAL FINANCIAL REPORT

YEAR ENDED 30 JUNE 2020

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**WESTSIDE COMMUNITY LAWYERS INC.
STATEMENT OF COMPREHENSIVE INCOME
YEAR ENDED 30 JUNE 2020
CONSOLIDATED**

	<i>Notes</i>	2020 \$	2019 \$
<u>Grant Income</u>			
CW Grant		460,873	454,375
State Grant		139,005	145,440
Family Law/Family Violence Grant		318,327	307,031
Total Grant Income		918,205	906,846
<u>Other Income</u>			
Client Contributions & Retainer Fee		113,934	114,019
Bank Interest	9	808	698
Costs Recovered and Retained		900	118
Disbursements Recovered		6,440	5,330
Law Foundation Grant		85,439	83,916
Hindmarsh Relocation Grant		82,762	0
ATO refund/credit		4,118	0
Hindmarsh Fitout Provision	10	8,827	9,630
Sundry		9,214	0
Total Other Income		312,441	213,711
TOTAL INCOME		1,230,646	1,120,557
<u>EXPENSES</u>			
Salaries & On Costs	2	765,840	782,433
Superannuation		72,090	69,653
Rent and Repairs		56,356	134,227
Interest expense	8	17,013	0
Amortisation expense	8	81,327	0
Property Insurance		2,066	0
Staff Training		6,514	5,629
Staff Recruitment		1,926	2,268
Communications		12,616	16,701
Office Overheads		15,888	15,358
Insurances		10,729	9,225
Finance, Audit & Accounting Fees		8,546	7,909
Library, Resources & Subscriptions		31,018	48,007
Travel	3	33,038	21,740
Programming & Planning		2,353	2,743
Client Disbursements		9,388	6,457
Minor Equipment		18,903	2,327
Depreciation		25,330	18,525
Bad Debts		6,569	5,411
Other		1,131	110
TOTAL EXPENSES		1,178,641	1,148,723
Surplus for current year		52,005	-28,166
Total Changes In Equity		52,005	-28,166

To be read in conjunction with the accompanying notes

**WESTSIDE COMMUNITY LAWYERS INC.
STATEMENT OF COMPREHENSIVE INCOME
YEAR ENDED 30 JUNE 2020
ADELAIDE WEST**

	2020	2019
	\$	\$
<u>Income</u>		
Grant Income		
CW Grant	189,679	187,005
State Grant	57,209	59,859
Family Law/Family Violence Grant	190,241	182,097
Total Grant Income	437,129	428,961
<u>Other Income</u>		
Client Contributions and Retainer Fee	96,662	97,367
Hindmarsh Relocation Grant	82,762	0
ATO EFT refund	4,118	0
Bank Interest	808	698
Costs Recovered and Retained	900	118
Disbursements Recovered	1,943	4,696
Sundry	9,214	0
Hindmarsh Fitout Provision	8,827	9,630
Total Other Income	205,233	112,509
Total Income	642,362	541,470
<u>EXPENSES</u>		
Salaries & On Costs	363,663	372,311
Superannuation	34,647	34,103
Rent and Repairs	20,651	83,210
Interest expense	7,677	0
Amortisation expense	58,790	
Property Insurance	1,033	0
Staff Training	3,070	2,399
Staff Recruitment	1,368	895
Communications	6,231	9,421
Office Overheads	12,659	7,173
Insurances	5,378	4,629
Finance, Audit & Accounting Fees	4,367	4,144
Library, Resources & Subscriptions	11,062	23,261
Travel	11,413	11,553
Programming & Planning	555	1,804
Client Disbursements	4,615	2,986
Minor Equipment	1,604	1,073
Depreciation	18,796	18,525
Bad Debt	3,289	4,754
Other	0	6
TOTAL EXPENSES	570,866	582,247
Defecit for current year	71,496	-40,777
Total Changes in Equity	71,496	-40,777

To be read in conjunction with the accompanying notes

**WESTSIDE COMMUNITY LAWYERS INC.
STATEMENT OF COMPREHENSIVE INCOME
YEAR ENDED 30 JUNE 2020
MID NORTH AND OUTBACK**

	2020	2019
	\$	\$
<u>Income</u>		
Grant Income		
CW Grant	271,194	267,370
State Grant	81,796	85,581
Family Law/Family Violence Grant	128,086	124,934
Total Grant Income	481,076	477,885
<u>Other Income</u>		
Client Contributions & Retainer Fee	17,058	16,652
Disbursements Recovered	4,497	634
Law Foundation Grant	85,439	83,916
Total Other Income	106,994	101,202
Total Income	588,070	579,087
<u>EXPENSES</u>		
Salaries & On Costs	402,177	410,122
Superannuation	37,443	35,550
Rent and Repairs	35,706	51,017
Interest expense	9,336	0
Amortisation expense	22,537	0
Property Insurance	1,033	0
Staff Training	3,445	3,230
Staff Recruitment	558	1,373
Communications	6,385	7,280
Office Overheads	10,859	8,185
Insurances	5,350	4,596
Finance, Audit & Accounting Fees	4,180	3,765
Library, Resources & Subscriptions	19,956	24,746
Travel	21,625	10,187
Programming & Planning	1,798	939
Client Disbursements	4,773	3,471
Minor Equipment	9,670	1,254
Depreciation	6,534	0
Bad Debt	3,280	657
Other	917	104
TOTAL EXPENSES	607,561	566,476
Surplus for current year	-19,491	12,611
Total Changes In Equity	-19,491	12,611

To be read in conjunction with the accompanying notes

WESTSIDE COMMUNITY LAWYERS INC.
BALANCE SHEET
YEAR ENDED 30 JUNE 2020

	<i>Notes</i>	2020	2019
		\$	\$
ASSETS			
Current Assets			
Bank Account & Cash on Hand	6	208,262	261,748
Term Deposit	6	12,000	12,000
Prepayments		7,097	14,308
Trade Debtors		232,510	140,183
Accrued Interest		542	282
Total Current Assets		<u>460,412</u>	<u>428,521</u>
Non-Current Assets	4		
Adelaide Assets			
Hindmarsh Office Fitout		153,129	171,106
Motor Vehicle - Corolla Hybrid		19,021	22,452
Total Adelaide Assets		<u>172,149</u>	<u>193,558</u>
Upper Spencer Gulf Assets			
Motor Vehicle - Rav4		27,600	0
Total Upper Spencer Gulf Assets		<u>27,600</u>	<u>0</u>
Right-of-Use Assets	8	289,478	0
Total Non-Current Assets		<u>489,228</u>	<u>193,558</u>
Total Assets		<u>949,640</u>	<u>622,079</u>
LIABILITIES			
Current Liabilities			
Trade Creditors		19,505	11,503
GST Liability		38,424	22,358
Fringe Benefits Payable		0	1,326
Superannuation Payable		0	18,686
Employee Salary Sacrifice		0	7,000
PAYG Tax Payable		9,737	12,812
Paid Parental Leave		1,481	0
Provision for Annual Leave		55,640	45,899
Provision for Long Service Leave		51,536	59,922
Deferred Grant Income	10	145,240	83,133
Lease liabilities	8	75,254	0
Total Current Liabilities		<u>396,817</u>	<u>262,639</u>
Non-Current Liabilities			
Lease liabilities	8	224,038	0
Deferred Grant Income (Future Financial Years)	10	0	82,660
Total Non-Current Liabilities		<u>224,038</u>	<u>82,660</u>
Total Liabilities		<u>620,855</u>	<u>345,299</u>
NET ASSETS		<u>328,784</u>	<u>276,780</u>
MEMBERS' FUNDS			
Opening Balance		276,780	304,946
Current Year Surplus (Deficit)		52,005	-28,166
Total Surplus		<u>328,784</u>	<u>276,780</u>
TOTAL MEMBERS FUNDS		<u>328,784</u>	<u>276,780</u>

To be read in conjunction with the accompanying notes

**WESTSIDE COMMUNITY LAWYERS INC.
STATEMENT OF CHANGES IN EQUITY
YEAR ENDED 30 JUNE 2020**

	2020	2019
	\$	\$
MEMBERS' FUNDS		
Surpluses		
Opening Balance	276,780	304,946
Current Year Surplus (Deficit)	52,005	(28,166)
Total Surplus	<u>328,784</u>	<u>276,780</u>
TOTAL MEMBERS FUNDS	<u><u>328,784</u></u>	<u><u>276,780</u></u>

To be read in conjunction with the accompanying notes

WESTSIDE COMMUNITY LAWYERS INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2019

	<i>Notes</i>	2020 \$	2019 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Grants Received		922,273	805,910
Payments to Suppliers, Employees & ATO		-1,132,375	-1,094,545
Client Receipts		158,617	111,294
Sundry Receipts		20,499	5,449
		<u> </u>	<u> </u>
NET CASH GENERATED/(USED) BY OPERATING ACTIVITIES	7	<u>-30,986</u>	<u>-171,892</u>
CASH FLOW FROM INVESTING ACTIVITIES			
Bank Interest Received		545	710
Purchase of Property, Plant and Equipment		-32,046	-23,000
Profit/Loss on Sale of Assets		9,000	0
		<u> </u>	<u> </u>
NET CASH GENERATED/(USED) IN INVESTING ACTIVITIES		<u>-22,501</u>	<u>-22,290</u>
		<u> </u>	<u> </u>
NET INCREASE/(DECREASE) IN CASH HELD		<u>-53,487</u>	<u>-194,182</u>
Cash at Beginning of Year	6	273,749	467,931
CASH AT END OF YEAR	6	<u><u>220,262</u></u>	<u><u>273,749</u></u>

To be read in conjunction with the accompanying notes

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Financial Statements

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act (SA) 1985, section 60.40 of the Australian Charities and Not-for-profits Commission Regulation 2013, the Attorney General's Department and the association's constitution. The Board has determined that the association is not a reporting entity and therefore there is no requirement to apply Accounting Standards and other mandatory professional reporting requirements in the preparation and presentation of this report, other than those disclosed below.

AASB 101 Presentation of Financial Statements

AASB 107 Statement of Cashflows

AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors

AASB 1031 Materiality

AASB 1048 Interpretation of Accounting Standards

AASB 1054 Australian Additional Disclosures

The financial report has been prepared on an accrual basis and is based on historical costs, and does not take into account changing money values or, except where stated, current valuations of non current assets.

The accounting policies have been consistently applied, unless otherwise stated. The following is a summary of the significant accounting policies adopted by the organisation in the preparation of the financial report.

1.1 Investments

Investments are brought to account at cost or valuation and interest is brought to account on an accruals basis.

1.2 Income

Donations and Legacies

Monies received from donations and legacies are recognised as income when received. It is not practical to establish accounting controls over receipts as they pertain to donations and bequests. All other income, including client contribution fees, are recognised on an accrual basis.

Commonwealth and State Grant Revenue

External government funding is recognised as income when received. Unexpended portions of external funding is accounted for as a deferred provision due to the association's liability to refund any such unexpended portion (refer note 10). Where external funding is over expended that portion is accounted for as a prepayment against future year's funding to be received from the Commonwealth funding body, subject to the funding continuing.

1.3 Income Tax

Westside Community Lawyers Incorporated is exempt from income tax, in accordance with Item 1.1 under Subdivision 50-5 of the Income Tax Assessment Act 1997 as a Charitable Institution. It is also endorsed as a deductible gift recipient under subdivision 30-B of the same act, item 4.1.1 public benevolent institution.

1.4 Employee Entitlements

Provision is made for the association's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements have been measured at their nominal amounts, using remuneration rates current as at the reporting date. Contributions are made by the association to an employee superannuation fund and are charged as expenses when incurred.

1.5 Goods and Services Tax (GST)

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

In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Balance Sheet are shown inclusive of GST (if applicable).

Cash flows are included in the Statement of Cash Flows on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the Australian Taxation Office is classified as an operating cash flow.

1.6 Leases - change in accounting policy

Leases - Adoption of AASB 16

The Association has adopted AASB 16 Leases using the modified retrospective (cumulative catch-up) method from 1 July 2019 and therefore the comparative information for the year ended 30 June 2019 has not been restated and has been prepared in accordance with AASB 117 Leases and associated Accounting Interpretations.

Impact of adoption of AASB 16

The impact of adopting AASB 16 is described below:

Association as a lessee

Under AASB 117, the Association assessed whether leases were operating or finance leases based on its assessment of whether the significant risks and rewards of ownership had been transferred to the Association or remained with the lessor. Under AASB 16, there is no differentiation between finance and operating leases for the lessee and therefore all leases which meet the definition of a lease are recognised on the statement of financial position (except for short-term leases and leases of low value assets).

The Association has elected to use the exception to lease accounting for short-term leases and leases of low value assets, and the lease expense relating to these leases are recognised in the

Practical expedients used on transition

AASB 16 includes a number of practical expedients which can be used on transition, the Association has used the following expedients:

- contracts which had previously been assessed as not containing leases under AASB 117 were not reassessed on transition to AASB 16;
- right-of-use assets at 1 July 2019 have been measured at an amount equal to the lease liability adjusted by the amount of any prepaid or accrued lease payments;
- a single discount rate was applied to all leases with similar characteristics;
- excluded leases with an expiry date prior to 30 June 2020 from the statement of financial position and lease expenses for these leases have been recorded on a straight-line basis over the remaining term; and
- used hindsight when determining the lease term if the contract contains options to extend or terminate the lease.

Lessee accounting

The non-lease components included in the lease agreement have been separated and are recognised as an expense as incurred.

At the lease commencement, the Association recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where the Association believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises of the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration less any lease incentives received.

The right-of-use asset is depreciated over the lease term on a straight line basis and assessed for impairment in accordance with the impairment of assets accounting policy.

The lease liability is initially measured at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Association's incremental borrowing rate is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is remeasured whether there is a lease modification, change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI) or a change in the Association's assessment of lease term.

Where the lease liability is remeasured, the right-of-use asset is adjusted to reflect the remeasurement or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

1.7 Economic Dependence

Westside Community Lawyers Inc relies primarily on Commonwealth grants to continue its operations. Whilst the funding is expected to continue, the financial reports have been prepared on a going concern basis.

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

2020 **2019**
\$ **\$**

NOTE 2: SALARIES & ON COSTS

Amenities	3,512	4,437
Fringe Benefits	86,018	96,617
Provision for Long Service Leave	-8,386	7,754
Salaries	675,336	667,254
Consultancy fees	4,696	0
WorkCover	4,664	6,371
	<u>765,840</u>	<u>782,433</u>

NOTE 3: TRAVEL

Fuel & Oil	4,660	5,083
Insurance	2,142	2,819
FBT	4,936	37
Service, Registration & Repairs	2,305	6,016
Travel and Parking and taxi	3,892	5,233
Travel Insurance	901	0
Port Pirie - Meals and Accommodation	14,201	2,552
	<u>33,038</u>	<u>21,740</u>

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 4: NON-CURRENT ASSETS

	2020	2019
	\$	\$
<u>Adelaide Assets</u>		
Hindmarsh Fitout		
At cost/revalued amount	265,237	265,237
Less: Accumulated Depreciation	<u>-112,108</u>	<u>-94,131</u>
	<u>153,129</u>	<u>171,106</u>
Motor Vehicle - Corolla Hybrid		
At cost/revalued amount	23,000	23,000
Less: Accumulated Depreciation	<u>-3,979</u>	<u>-548</u>
	<u>19,021</u>	<u>22,452</u>
Motor Vehicle - Equipe		
At cost/revalued amount	0	28,441
Less: Accumulated Depreciation	<u>0</u>	<u>-28,441</u>
	<u>0</u>	<u>0</u>
Total Adelaide Assets	<u><u>172,149</u></u>	<u><u>193,558</u></u>
 <u>Mid North and Outback Assets</u>		
Motor Vehicle - Rav4		
At cost/revalued amount	32,216	0
Less: Accumulated Depreciation	<u>-4,616</u>	<u>0</u>
	<u>27,600</u>	<u>0</u>
<u>Total Mid North and Outback Assets</u>	<u><u>27,600</u></u>	<u><u>0</u></u>

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 5: RELATED PARTIES

Persons who have acted as members of the Management Board of the association during the year have been as follows:

The Honourable John Sulan QC (Chairman)
David Bulloch (Managing Lawyer)
Greg Hayes (Treasurer)
Yen Du (Secretary and lawyer of WestSide Lawyers)
Thea Birss, NDA Law
Paul Boylan, Boylans Lawyers
Sebastian Hill, Boylans Lawyers
Amra Sabou, Stanley & Co. Lawyers

The members of the Management Board act in an honorary capacity.

David Bulloch and Yen Du are employees of Westside Community Lawyers Inc. and received remuneration in their capacity as employees.

Jonathon Munn and Kate McGarry resigned from the Board on 30 June 2019 and 25 September 2019 respectively.

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 6: RECONCILIATION OF CASH

For the purpose of the Statement of Cash Flows, Cash includes Cash on Hand, and in At Call Deposits with Banks or Financial Institutions, net of Bank Overdrafts.

	2020	2019
	\$	\$
Cash Management Account	208,262	261,748
Bank SA Term Deposits	12,000	12,000
	<u>220,262</u>	<u>273,748</u>

NOTE 7: RECONCILIATION OF CASH FLOW OPERATIONS WITH NET SURPLUS/ DEFICIT

	2020	2019
	\$	\$
Net Surplus/(Deficit)	52,005	-28,166
Non-Operating Cash Flows in Net Surplus		
Depreciation	25,330	18,525
(Gain)/Loss on disposal of PPE	-9,000	
Interest Income is Non-Operating	-808	-698
Net AASB 16 Adjustments	9,814	
Sundry journals	524	
Changes in Assets and Liabilities		
(Increase)/decrease in receivables	-92,327	-133,047
(Increase)/decrease in prepayments	7,211	
Increase/(decrease) in Unexpended Grants	-20,553	-70,381
Increase/(decrease) in Creditors	-4,537	34,675
Increase/(decrease) in leave provisions	1,355	7,200
CASH FLOWS PROVIDED/(USED) BY OPERATIONS	<u>-30,986</u>	<u>-171,892</u>

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 8: LEASES - AASB 16

WestSide Lawyers as a lessee

WestSide Lawyers has a lease over premises at 212 and 212a Port Road, Hindmarsh and Shop 18/72 Ellen Street, Flinders Arcade, Port Pirie.

WestSide Lawyers has chosen not to apply AASB 16 to leases of intangible assets.

Information relating to the leases in place and associated balances and transactions are provided below.

Terms and conditions of leases

i. Old Post Office: 212 and 212a Port Road, Hindmarsh

WestSide Lawyers has a lease with Alleloc Trust & Jaad Unit Trust for the use of the Old Post Office, 212 and 212a Port Road, Hindmarsh. The term of the lease for 212 Port Road is four years and ten months, beginning 1 October 2018 to 30 September 2023. The term of the lease for 212a Port Road is for four years and nine months beginning on 1 December 2018 to 30 September 2023 with a one five-year extension option.

The 212 Port Road lease fee is comprised of:

- Current annual base rent of \$55,220 plus GST (subject to Adelaide All Groups CPI increases each 30 June) payable in equal instalments monthly in advance.

The 212a Port Road lease fee is comprised of:

- Current annual base rent of \$20,480 plus GST (subject to Adelaide All Groups CPI increases each 1 December) payable in equal instalments monthly in advance.

ii. Flinders Arcade, Port Pirie

WestSide Lawyers has a lease with Patricia Anne Dabrowski for the use of the Shops 2/3 and part shop 18/72 Ellen Street, Flinders Arcade, Port Pirie ("Flinders Arcade"). The term of the lease for Flinders Arcade is five years beginning 24 August 2016 to 23 August 2021.

The Flinders Arcade lease is comprised of:

- Current annual base rent of \$20,052 plus GST (subject to CPI Rent Review at the end of each year) payable in equal instalments quarterly in advance.

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 8: LEASES - AASB 16

Right-of-use assets

	212 Port Rd \$	212a Port Rd \$	Flinders Arcade \$	TOTAL \$
Year ended 30 June 2020				
Balance at beginning of year	187,445	138,287	45,073	370,805
Amortisation charge	<u>-44,105</u>	<u>-14,685</u>	<u>-22,537</u>	<u>-81,327</u>
Balance at end of year	<u>143,340</u>	<u>123,601</u>	<u>22,537</u>	<u>289,478</u>

Lease liabilities

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

	< 1 year	1 - 5 years	> 5 years	Total Undiscounted Lease liabilities \$
	\$	\$	\$	\$
2020 Lease liabilities	90,120	185,725	66,830	<u>342,675</u>
Lease Liabilities in this balance Sheet				<u>299,292</u>

Lease Liabilities included in this Balance Sheet

	2020 \$	2019 \$
Current		
Lease liability 212 Port Road	42,106	-
Lease liability 212a Port Road	11,382	-
Lease liability Ellen Arcade	<u>21,766</u>	-
Total Current Lease Liabilities	<u>75,254</u>	
Non-current		
Right of Use 212 Port Road	106,119	-
Right of Use 212a Port Road	116,377	-
Right of Use Ellen Arcade	<u>1,542</u>	-
Total Non-current Lease Liabilities	<u>224,038</u>	-
Total 2020 Lease Liabilities	<u>299,292</u>	<u>-</u>

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 8: LEASES - AASB 16

Statement of Comprehensive Income

The amounts recognised in the Statement of profit or loss relating to leases where WestSide Lawyers is a lessee are shown below:

	2020	2019
	\$	\$
Amortisation of right-of-use assets		
- 212 Port Road	44,105	-
- 212a Port Road	14,685	-
- Ellen Arcade	22,537	-
<i>Total amortisation expenses</i>	<u>81,327</u>	
Interest expense on lease liabilities		
- 212 Port Road	8,484	-
- 212a Port Road	6,677	-
- Ellen Arcade	1,852	-
<i>Total interest expenses</i>	<u>17,013</u>	
Total amortisation and interest expense	<u>98,340</u>	<u>-</u>

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 9: BANK INTEREST

Westside Lawyers derives an income from interest paid on both term deposit accounts and the ordinary cash management account.

NOTE 10: DEFERRED GRANT INCOME

¹ The Board agreed to bring forward the Hindmarsh Relocation Grant of \$82,762 into the 2020 financial year.

The deferred grant income provisions account is comprised of the following amounts:

	2020	2019	2018	2017	2016	2015	2014
	\$	\$	\$	\$	\$	\$	\$
Opening balance	<u>165,793</u>	<u>236,175</u>	<u>111,543</u>	<u>146,647</u>	<u>130,803</u>	<u>140,433</u>	<u>60,000</u>
Deferred Grant Income							
² Commonwealth additional funding							60,000
³ State additional funding (2017/2018)			712,885				
³ State additional funding (2018/2019)		538,217					
Cth and State additional funding (2019/2020)	548,414						
Law Foundation grant (September 2013)							17,272
Law Foundation grant (March 2014)							7,173
⁴ Law Foundation Grant (September 2015)					25,474		
⁴ Law Foundation Grant (January 2018)			42,381				
⁴ Law Foundation Grant (September 2018)		42,381					
⁴ Law Foundation Grant (June 2019)		42,381					
⁴ Law Foundation Grant (July 2019)	42,381						
⁴ Law Foundation Grant (March 2020)	42,381						
⁵ CW Service Delivery Funding (June 2020)	63,736						
⁵ CW ICT Funding (June 2020)	65,000						
Total Deferred Grant Income	<u>761,911</u>	<u>622,979</u>	<u>755,266</u>	<u>25,474</u>	<u>0</u>	<u>84,445</u>	
Income Recognised							
¹ Hindmarsh Fitout Allocation (2013/2014)							-4,012
¹ Hindmarsh Fitout Allocation (2014/2015)						-9,630	
¹ Hindmarsh Fitout Allocation (2015/2016)					-9,630		
¹ Hindmarsh Fitout Allocation (2016/2017)				-9,630			
¹ Hindmarsh Fitout Allocation (2017/2018)			-9,630				
¹ Hindmarsh Fitout Allocation (2018/2019)		-9,630					
¹ Hindmarsh Fitout Allocation (2019/2020)	-82,762						
³ State additional funding (2017/2018)			-599,814				
³ State additional funding (2018/2019)		-599,815					
Cth and State additional funding (2019/2020)	-614,264						
⁴ Law Foundation Grant (2016/2017)				-25,474			
⁴ Law Foundation Grant (2017/2018)			-21,190				
⁴ Law Foundation Grant (2018/2019)		-83,916					
⁴ Law Foundation Grant (2019/2020)	-85,439						
⁵ CW Service Delivery Funding (June 2020)							
⁵ CW ICT Funding (June 2020)							
Total Income Recognised	<u>-782,464</u>	<u>-693,361</u>	<u>-630,634</u>	<u>-35,104</u>	<u>-9,630</u>	<u>-9,630</u>	<u>-4,012</u>
Closing balance	<u>145,240</u>	<u>165,793</u>	<u>236,175</u>	<u>111,543</u>	<u>146,647</u>	<u>130,803</u>	<u>140,433</u>
Presented on the Balance Sheet as:							
⁵ Not later than 12 months (current)	145,240	83,133	92,418	9,630	35,104	9,630	9,630
⁵ Later than 12 months (non-current)	0	82,660	143,757	101,913	111,543	121,173	130,803
	<u>145,240</u>	<u>165,793</u>	<u>236,175</u>	<u>111,543</u>	<u>146,647</u>	<u>130,803</u>	<u>140,433</u>

**WESTSIDE COMMUNITY LAWYERS INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

NOTE 10: DEFERRED GRANT INCOME

- 2 The Commonwealth additional funding was received in instalments in the 2013-2014 financial year but not included as income in the ordinary accounts as it was transferred to the provision account as above. For the purpose of the Special Purpose Income and Expenditure Reports and the Attorney-General's Department, the sum is to be recorded as income in the financial year ended 30 June 2015. This has resulted in a further variance between the accounts and the Special Purpose Reports for the year ending 30 June 2015.
- 3 WestSide Lawyers signed a 3-year funding agreement with the SA Attorney-General's Department for the financial year from 2017/2018 to 2019/2020. As a term of that 3-year contract, WestSide Lawyers was entitled to invoice the SA Attorney-General's Department 10% of the total contract value in the first month of the contract. This was not recorded as income in the ordinary accounts as it was transferred to the provision account as above, and partially recognised as income in the 2018/2019 year. The remaining provision is recognised as income in the 2019/2020 year.
- 4 WestSide Lawyers received a grant from the Law Foundation of South Australia. This grant was invoiced in five equal installments throughout the grant period. This grant income was not recorded as income in the ordinary accounts as it was transferred to the provision account as above, and recognised as income in accordance with a budget submitted in the grant application process that changed in value across the financial years of the program's duration. The final invoice was issued in this financial year 2020. See also note 5.

WESTSIDE COMMUNITY LAWYERS INC.

STATEMENT BY MEMBERS OF THE MANAGEMENT BOARD

The Board has determined that the organisation is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

This statement is made in accordance with a resolution of the Board and in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.

The statement is also made in accordance with section 35(2) of the *Associations Incorporation Act 1985*, for the year ended 30 June 2020.

1. These accounts present fairly the results of the operations and the state of affairs of WestSide Community Lawyers Inc. as at the end of the financial year.
2. At the date of this statement, the Board has reasonable grounds to believe that Westside Community Lawyers Inc. will be able to pay its debts as and when they fall due; and
3. The financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed for and on behalf of the Board by:

John Sulan QC
Chairperson

David Bulloch
Managing Lawyer


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DATED the 3rd day of November 2020

WESTSIDE COMMUNITY LAWYERS INC.

REPORT OF THE MANAGEMENT BOARD

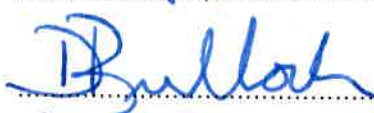
The Management Board of Westside Community Lawyers Incorporated reports that in accordance with Section 35(5) of the *Associations Incorporation Act 1985*, for the year ended 30 June 2020.

1. No officer of the association or firm of which an officer is a member, or a body corporate in which the officer has a substantial financial interest, has received or become entitled to receive a benefit as a result of a contract between the officer, firm or body corporate and the association except to the extent of those disclosed under Note 5 to the Financial Statements (Related Parties).
2. During the financial year ending 30 June 2020, no officer of the association has received directly or indirectly from the association any payment or other benefit of a pecuniary value, except to the extent of those disclosed under Note 5 to the Financial Statements (Related Parties).

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

John Sulan QC
Chairperson

David Bulloch
Managing Lawyer


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DATED the 3rd day of November 2020

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF WESTSIDE COMMUNITY LAWYERS INC**

Opinion

We have audited the financial report of Westside Community Lawyers Inc (the Entity), which comprises the balance sheet as at 30 June 2020, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and statement by members of the management board.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial report of Westside Community Lawyers Inc has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- a) giving a true and fair view of the registered entity's financial position as at 30 June 2020 and of its financial performance and cash flows for the year ended on that date; and
- b) complying with Australian Accounting Standards and 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 Entity 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 and the independence requirements of Division 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012*.

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 Entity 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.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

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

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

Auditor's Responsibilities for the Audit of the Financial Report

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

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgment 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 Entity's internal control.
- + Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- + Conclude on the appropriateness of the directors' 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 Entity'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 Entity 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 directors 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.



ACCRU⁺ HARRIS ORCHARD



**BEN WILLINGTON
DIRECTOR**

Dulwich, 5 November 2020

**WESTSIDE COMMUNITY LAWYERS INC.
SPECIAL PURPOSE INCOME AND EXPENDITURE REPORT
YEAR ENDED 30 JUNE 2020
ADELAIDE WEST**

1. Income and Expenditure	Notes	2020	2019
NET SURPLUS FROM PREVIOUS YEAR		\$	\$
Surplus/deficit from previous year		-35,946	-4,068
Approved Expenditure from Surplus		0	0
Net Surplus from previous year		-35,946	-4,068
<u>CLSP INCOME</u>			
Commonwealth Grant	A, B	189,679	187,005
State Grant	B	57,209	59,859
Family Law/Family Violence		190,241	182,097
Service Generated Income	C	110,356	98,126
Total CLSP Income		<u>547,484</u>	<u>527,087</u>
CLSP General Purpose Income(Total CLSP Income + Net Surplus from previous year)		<u>511,538</u>	<u>523,019</u>
<u>CLSP EXPENSES</u>			
Salaries		365,413	362,404
Superannuation		34,647	34,103
On Costs		-1,750	9906
Rent		74,553	56,356
Repairs and Maintenance		12,565	26,854
Other Premises Costs		1,033	0
Staff Training		3,070	2,399
Staff Recruitment		1,368	895
Communications		6,231	9,421
Office Overheads		5,029	7,174
Insurances		5,378	4,629
Finance, Audit & Accounting Fees		4,367	4,144
Library, Resources & Subscriptions		11,062	23,261
Travel		11,413	11,553
Programming & Planning		555	1,803
Client Disbursements		4,615	2,985
Minor Equipment		9,234	1,073
Other	C	0	5
Salary and Related Expenses		<u>398,310</u>	<u>406,413</u>
Total Operating Expenses		<u>150,472</u>	<u>152,552</u>
Total CLSP Expenses		<u>548,782</u>	<u>558,965</u>
Surplus/(Deficit) for current year		<u>-1,297</u>	<u>-31,878</u>
<u>OTHER INCOME</u>			
Less Actual Capital Expenditure in Current Year		<u>0</u>	<u>0</u>
Surplus (Deficit) for Next Year		<u><u>-37,244</u></u>	<u><u>-35,946</u></u>

Note A

The Commonwealth Grant comprises of the CW SACS Award (see note B) of \$34,826 and the CW Generalist Services funding of \$154,853.

Note B

In 2018/2019 the State Attorney General's Department and Commonwealth Attorney General's Department provided additional annual funding to the Adelaide Office to share the costs of the Equal Remuneration Order made by Fair Work Australia that applies to employers throughout Australia in the Social, Community and Disability Services Industry (the SACS industry). The effect of the ERO on WestSide Lawyers is to increase pay rates for employees classified under the the SACS Modern Award. Westside Lawyers has committed to use the supplementation funding offered for the sole purpose of paying increased wages as a result of the ERO.

The amount of SACS funding provided in the 2019/2020 financial year is as follows:

Commonwealth AG Funding	\$34,826
State AG Funding	\$11,332

In the previous financial years, Family Law Family Violence funding was recognised in the State Grant. In this financial year, the Family Law Family Violence funding is noted separately.

Note C

Service Generated Income includes Client Contributions which for the purposes of the ordinary accounts is recorded by reference to the invoices which have been generated and thus does not record actual cash received during the relevant period. For the purposes of this Special Purpose Report Client Contributions have been recorded by reference to actual cash received which explains the variance from the ordinary accounts. Similarly Bad Debts within the ordinary accounts to the extent that they reflect invoiced amounts which have been "written off" are not included within Other Expenses within the Special Purpose Report.

**WESTSIDE COMMUNITY LAWYERS INC.
SPECIAL PURPOSE INCOME AND EXPENDITURE REPORT
YEAR ENDED 30 JUNE 2020
MID-NORTH AND OUTBACK**

1. Income and Expenditure	Notes	2020	2019
NET SURPLUS FROM PREVIOUS YEAR		\$	\$
Surplus from previous year		43,000	53,389
Approved Expenditure from Surplus		0	0
Net Surplus from previous year		43,000	53,389
<u>CLSP INCOME</u>			
Commonwealth Grant	D	271,194	267,370
State Grant	D	81,796	85,581
Family Law/Family Violence		128,086	124,934
Service Generated Income		103,713	100,545
Total CLSP Income		<u>584,789</u>	<u>578,430</u>
CLSP General Purpose Income (Total CLSP Income + Net Surplus/(Deficit) from previous year)		<u>627,790</u>	<u>631,819</u>
<u>CLSP EXPENSES</u>			
Salaries		400,637	401,466
Superannuation		37,443	35,550
On Costs		1,540	8,657
Rent		36,110	30,068
Repairs and Maintenance		31,469	20,948
Other Premises Costs		1,033	0
Staff Training		3,445	3,230
Staff Recruitment		558	1,373
Communications		6,385	7,280
Office Overheads		10,859	8,185
Insurances		5,350	4,596
Finance, Audit & Accounting Fees		4,180	3,765
Library, Resources & Subscriptions		19,956	24,746
Travel		21,625	10,187
Programming & Planning		1,798	939
Client Disbursements		4,773	3,471
Minor Equipment		9,670	1,254
Other		917	104
Salary and Related Expenses		<u>439,620</u>	<u>445,673</u>
Total Operating Expenses		<u>158,127</u>	<u>120,146</u>
Total CLSP Expenses		<u>597,747</u>	<u>565,819</u>
Surplus/(Deficit) for current year		<u>-12,958</u>	<u>12,611</u>
OTHER INCOME			
Less Actual Capital Expenditure in Current Year		<u>32,045</u>	<u>23,000</u>
Surplus (Deficit) for Next Year		<u>-2,003</u>	<u>43,000</u>

Note D

The Commonwealth Grant comprises of the CW SACS Award and the CW Generalist Services funding.

In 2018/2019 the Commonwealth Attorney General's Department provided additional annual funding to the Mid North and Outback office to share the costs of the Equal Remuneration Order made by Fair Work Australia that applies to employers throughout Australia in the Social, Community and Disability Services Industry (the SACS industry). The effect of the ERO on WestSide Lawyers is to increase pay rates for employees classified under the the SACS Modern Award. Westside Lawyers has committed to use the supplementation funding offered for the sole purpose of paying increased wages as a result of the ERO.

The amount of SACS funding provided to the Mid North and Outback Office in the 2019/2020 financial year is as follows:

Commonwealth AG Funding	\$49,792
State AG Funding	\$16,202

**AUDITOR'S INDEPENDENCE DECLARATION
AUSTRALIAN CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012**

To the Board of Westside Community Lawyers Inc:

As lead auditor for the audit of Westside Community Lawyers Inc for the year ended 30 June 2020, I declare that to the best of my knowledge and belief, there have been:

- + no contraventions of the independence requirements of s.60-40 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.



ACCRU⁺ HARRIS ORCHARD



**BEN WILLINGTON
DIRECTOR**

Dulwich, 3 November 2020