



*North West
Community
Legal Centre Inc.*

**THE NORTH WEST COMMUNITY
LEGAL CENTRE INC.**

ANNUAL REPORT

2022/ 2023

This Centre is accredited by



Community Legal Centres
Australia

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CHAIRPERSON'S REPORT

In a post pandemic world and the cost-of-living crises that often dominates the headlines, the North West Community Legal Centre continues to play an important role in the local community, assisting those who otherwise may not have access to justice. The Centre continues to work with community members in relation to civil, criminal and family law matters, with an increasing trend of more people accessing the services and the trend of their needs, often legal and social issues intertwined, being more complex and resource intensive.

The Centre's Community Legal Education program has led to engaging with various groups and services at a rate greater than pre pandemic levels. It is pleasing that groups of various ages and sizes with varied issues are seeking out education to be greater informed about matters relating to them. Staff attending the National Community Legal Centres Conference in Hobart in March 2023 has encouraged both staff and the Management Committee to look at continuing to embrace technology to engage with the community to provide information and education.

Looking forward, the Centre will continue to advocate on both an individual and systemic level for those in our community, particularly those in the remotest parts, to have access to justice.

Finally, I take this opportunity to thank the staff for their commitment and dedication in assisting our local community and the Management Committee, for giving freely of your time, in overseeing the work of the Centre with a continual focus on our mission and values.

Helen Bassett



Chairperson

TREASURER'S REPORT

The Centre ends the year in a sound financial position, with a degree of security of funding with the Payment Schedules going through to 2025 under the National Legal Assistance Partnership. This provides welcome relief for longer term planning rather than year to year Payment Schedules of previous years.

With funds now allowing for much needed upgrades to improve service delivery, we have conducted upgrades to our Information Technology infrastructure, XERO accounting software and updated furniture. These upgrades have assisted with the team working more efficiently and comfortably within the Centre and ensures the Centre meets its obligations under the Workplace Health and Safety Regulations 2022.

This year also saw the Centre move its banking from the Commonwealth Bank of Australia to Westpac, assisting with the implementation of XERO and remote reviewing and authorisation of transactions.

Being able to support the staff changes throughout the year, to look after their wellbeing, and being able to continue to provide high level community legal advice has also been pleasing. We have recognised their hard work and development with progression within the SCHADS Award.

We look forward to another successful year supporting the community.

Danielle Tuck



Treasurer

COORDINATOR'S REPORT

It is with great pleasure that I present to you my Coordinator's Report for for the North West Community Legal Centre Inc. for the financial year 2022/23. With the operational and legal challenges of the last few years behind us, we find ourselves and our community facing new and emerging issues brought about by rapidly increasing interest rates, inflation, housing shortages and the cost of living pressures that have inevitably flowed. It may be trite to suggest our existence has never been more important than now, but with wealth inequality growing, we stand as the North West, West Coast and King Island areas only generalist Community Legal Centre and are tasked with ensuring those most marginalised in our community have access to justice.

A Breakdown by Numbers

At its most basic level, the statistics show a 3% increase in total client numbers over the last financial year. This however only tells part of the story. A 4% increase in advice, a 9.5% increase in legal tasks provided and a 140% increase in the provision of representation services cements the trend that has been building for several years, whereby clients presenting to our service are requiring more resource intensive assistance. A direction that emphasises the need for continued investment in our capabilities and resources to meet the needs of those falling through the gaps.



Increasingly resource intensive assistance requires continued investment to meet demand

Continued Commitment to Legal Education

Our continued commitment to the broader community remains unwavering. Community Legal Education Activities and Resources have exceeded targets, reaching their second highest levels ever with a 200% increase in the creation and distribution of legal resource material over 2021/22.

Accreditation Progression to Phase 3

One of our goals through Community Legal Centres Australia was to progress further with our accreditation. The National Accreditation Scheme has been instrumental in ensuring that our Centre exceeds industry standards and good practices. I am proud to have led the Centre via its staff and Management Committee to Phase 3, signifying our resolute commitment to quality assurance to staff, the public and our funders.

IT & Practice Management Infrastructure Upgrades

To meet the evolving needs, we have spent funds upgrading our aging IT. This has included upgrades to staff workstations, a move to a cloud based server for data storage along with the implementation of cloud based accounting software. The combination has allowed us to increase data security and improve our remote service capabilities for outreach initiatives.

CLC National Conference

March 2023 saw the return of the CLC National Conference after a three year hiatus. This time it was Tasmania's turn to host with the three day event, which occurred in Hobart. Our lawyers attended and it provided a valuable opportunity for staff to meet face to face with those lawyers from other legal assistance sector organisations from across the country.

Staffing & Commitment to Service

Whilst there is a lot to be proud of, there have of course been challenges. An unsuccessful bid for funding to expand the Legal Literacy Volunteer Program from Launceston to the North West Coast and an ever competitive legal market for staff are some examples. Despite this, we upheld our commitment to the community, not turning away any client seeking our services over the last year.

As we move into the 2023/24 financial year in a strong position, I express my gratitude to our dedicated team of staff and Management Committee members for their commitment to our mission. We look forward to the challenges and opportunities that lie ahead and remain resolute in our pursuit of justice and support for our community.



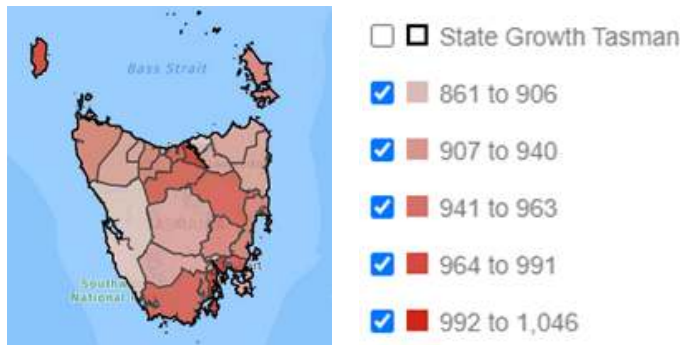
Ryan Gilmour
Coordinator/Senior Solicitor

SERVICE AREA

The North West Community Legal Centre Inc. services the North West, West Coast and King Island areas of Tasmania ("our Catchment"). At the 2016 Census, Tasmania's population was 509,965 with 113,834 persons located within our Catchment. The 2021 Census saw Tasmania's population grow by 9.3% to 557,571 and our Catchment increase in population by 4.6% to 119,127.

The October 2022 release of the 2021 Census data allowing for the the creation of the Index of Relative Socio-Economic Disadvantage (IRSD) confirmed that our Catchment remains the most disadvantaged in Tasmania. All but one of the local government areas within our Catchment fell below the Tasmanian average index of 966 with the West Coast being the most disadvantaged in the State.

Index of Relative Socio-economic Disadvantage 2021 Local Government Areas

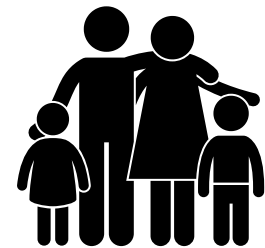


Source: Adapted from .idcommunity (2021) Profile Areas - Tasmania [online image]. Available from <https://profile.id.com.au/tasmania/seifa-disadvantage> [Accessed: 20 September 2023]



the IRSD is created using a range of census data points. A comparative analysis of some of these points below provides an interesting snapshot of how our catchment area compares with Tasmania and Australia as a whole.

	NW & West Coasts (2021)	Tasmania (2021)	Australia (2021)
Median Age	45	42	38
Aboriginal and/or Torres Strait Islander	8.4%	5.4%	3.2%
Median weekly household income	\$1327	\$1370	\$1507
Occupied private dwellings	89.2%	88.2%	89.9%
One Parent Families	17.2%	17.3%	15.9%
Separated or Divorced	14.4%	13.6%	12%
Tertiary Education (University or Vocational)	16%	22.5%	23.3%
Labour Force Participation	54.8%	58.2%	61.1%



Australian Bureau of Statistics (2021) West and North West, Census All persons QuickStats
 [https://abs.gov.au/census/find-census-data/quickstats/2021/604] Accessed 19 September 2023

PRIORITY CLIENT GROUPS

Priority Client Groups of the Centre over the last 12 months remain largely unchanged from last year.

As an organisation funded via the National Legal Assistance Partnership (“NLAP”) we are mandated to deliver services to National Priority Client Groups (as per Schedule A of the Commonwealth NLAP) and Tasmanian identified priority client groups (as per Focus Area 4 of the Tasmanian Legal Assistance Strategy 2022-2025).

NATIONAL PRIORITY CLIENT GROUPS

- A2 The States will ensure that legal assistance services are focussed on people experiencing financial disadvantage.
- A3 The States will ensure that legal assistance services are planned and focussed to people who fall within one or more of the following national priority client groups (in alphabetical order):
- (a) Aboriginal and Torres Strait Islander people;
 - (b) children and young people (up to 24 years);
 - (c) older people (aged over 65 years or Aboriginal and Torres Strait Islander people aged over 50 years);
 - (d) people experiencing, or at risk of, family violence;
 - (e) people experiencing, or at risk of, homelessness;
 - (f) people in custody and/or prisoners;
 - (g) people residing in rural or remote areas;
 - (h) people who are culturally and linguistically diverse;
 - (i) people with a disability or mental illness;
 - (j) people with low education levels; and
 - (k) single parents.
- A4 The list of national priority client groups recognise that certain cohorts of vulnerable people facing disadvantage are more likely to experience legal problems, less likely to seek assistance and/or less able to access services for a range of reasons.
- A5 The legal assistance sector is not excluded from assisting clients that fall outside these groups.

In addition to the National Priority Client Groups, the priority populations under the Tasmanian Legal Assistance Strategy 2022-2025 incorporate all National Priority Client Groups as well as the addition of:

- gender diverse people

Given the finite resources available, the policies and procedures of the Centre ensure that our resources remain focused on those most in need and falling within a National or State priority client group.

True to our mission, over the last 12 months no legal tasks, ongoing legal support or representation services were provided to parties outside the priority client groups.

Our Community Legal Education program saw us conduct face to face presentations to fifteen separate groups over the last 12 months. All such presentations were directed to and captured one or more priority client groups. Educating community members about the law and legal processes in order to assist them to identify legal issues and resolve their legal problems most effectively remains a focus for the Centre as we move into 2023/24.

Where possible, referrals to legal (and non legal) services are provided to clients where other service providers are more appropriate, and as such, collaborative arrangements have been both established and maintained throughout the year for this purpose.

Where available, self help and alternative dispute resolution strategies are adopted as alternatives to traditional litigation at first instance.



All legal tasks, ongoing legal support and representation services were provided to priority client groups

STAFF PROFILE

The Centre ends the year with a 4.05 FTE staff profile and in the process of recruiting a full time lawyer. This equates to 57% of staffing directed to frontline service delivery and 43% to administration. This however does not tell the full picture as the majority of the year saw the Centre with a 4.65 FTE staff profile. In May 2023 the Centre saw the departure of one of its lawyers. In collaboration with the Committee, we were able to swiftly recruit a 0.4 FTE lawyer on a contract basis to fill the gap in service delivery until a full time replacement could be found. This combined with the Coordinator moving to a near full frontline role meant we were able to meet the short term demands placed upon us.

As we move into the 2023/24 financial year, we seek to return to at least a 4.65FTE service model to meet the pressures on the Centre and the increasingly more resource intensive work required to serve our client base.

As a generalist CLC, the Centre's lawyers including the Senior Solicitor service all practice areas. Court representation over the course of the year was undertaken by the Senior Solicitor.

POSITION	HOURS PER F/N	FTE	% FRONTLINE LEGAL	% ADMIN	% OF FUNDS - NLAP	% SECTOR SUPPORT FUNDING
Ryan Gilmour (Coordinator/Senior Solicitor)	76	1.0	90	10	20	20
Hew Robertson (Lawyer)	76	1.0	100	0	20	20
Jennifer Dunn (Lawyer)	30.4	0.4	100		20	20
Karen Harris (Administration)	63	0.83	0	100	20	20
Pat Morgan (Administration Assistant)	62	0.82	0	100	20	20
TOTAL	307.4	4.05			100	100

COMMITTEE MEMBERS

Oversight of the Centre's activities, strategic planning and ensuring compliance with Grant Deeds, reporting obligations and the Rules of Association is tasked to the Centre's voluntary members of its Management Committee.

The Committee discharges its obligations pursuant to the Centre's Rules of Association, meeting no less than once per month, being the third Thursday of each calendar month for the 2022/23 financial year.

COMMITTEE MEMBERS 2022/23

as appointed at the Centre's AGM on 23.9.22

Officer Positions

Helen Bassett

Chairperson

Callum Tregurtha

Secretary

Danielle Tuck

Treasurer

Amber Scott

Public Officer

Ordinary Members

David Humphries

Danelle Griffin

Julie-Anne Hancock

Sophie Warren

Callum Purcell

Miriam Beswick

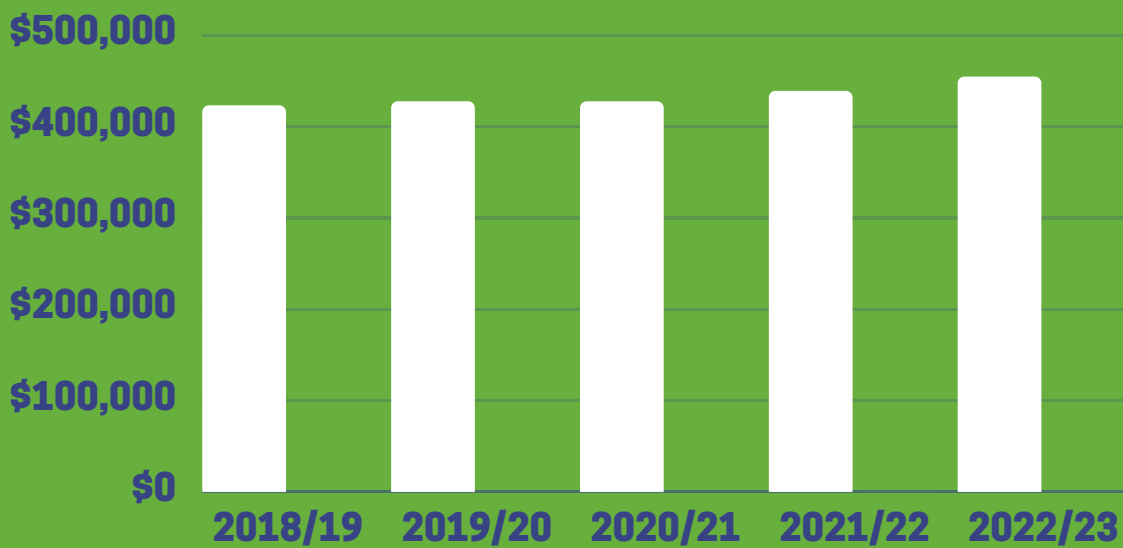
Life Members

Toni Brown

FINANCES

2022/2023 marks the end of the third year of the 5 year NLAP with the majority of funding for the Centre coming via the NLAP. Total base funding for the year was up 3.58% over 2021/2022 with a total sum of \$452,679.00.

BASELINE & SHORTFALL NLAP FUNDING



With baseline NLAP funding failing to keep pace with both general inflationary pressures and increases to rates of staff pay under the Social, Community, Home Care and Disability Services Industry Award (“SCHADS”), we are grateful for the \$50,000.00 p.a. Legal Assistance Sector Support Funding from the State, which continues through to the end of the NLAP and the Increased Legal Assistance for Vulnerable Women funding from the Commonwealth. In combination, these grants added a further \$177,329.19 to the Centre’s income, bringing a total income of \$630,008.19 for the year.

Without these additional funding commitments, the Centre would not have been able to achieve its service delivery levels for the year nor continue into the next year in its current size and form with the ability to further increase its service delivery to meet demand.

SERVICE STATISTICS

01 — Total Clients

956 clients for the year representing a 3.04% increase over 2021/22 and a 12.4% increase over four years.

02 — Disability and/or Mental Illness

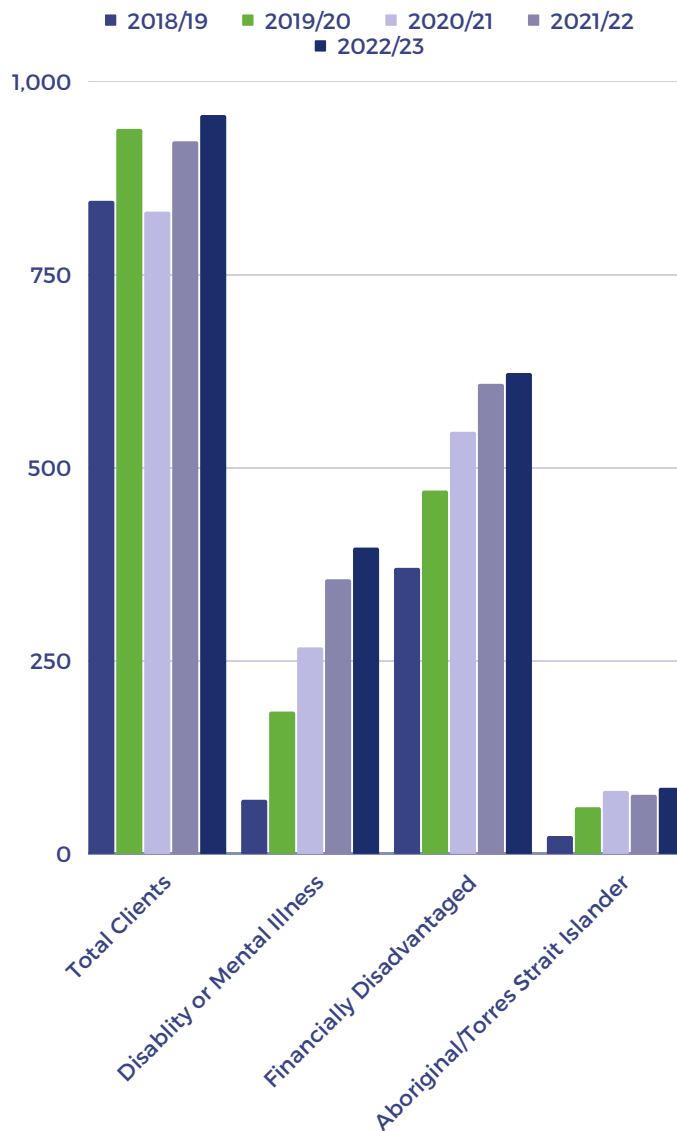
396 clients presented with a disability and/or a diagnosed mental illness. This represents 41.4% of all clients and an 11.5% increase over 2021/22.

03 — Financially Disadvantaged

622 clients attended our service who were financially disadvantaged. This represents 65% of total clients.

04 — Indigenous Australians

8.9% of all clients identified as Aboriginal or Torres Strait Islander

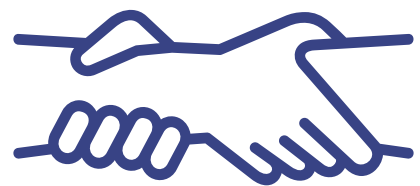
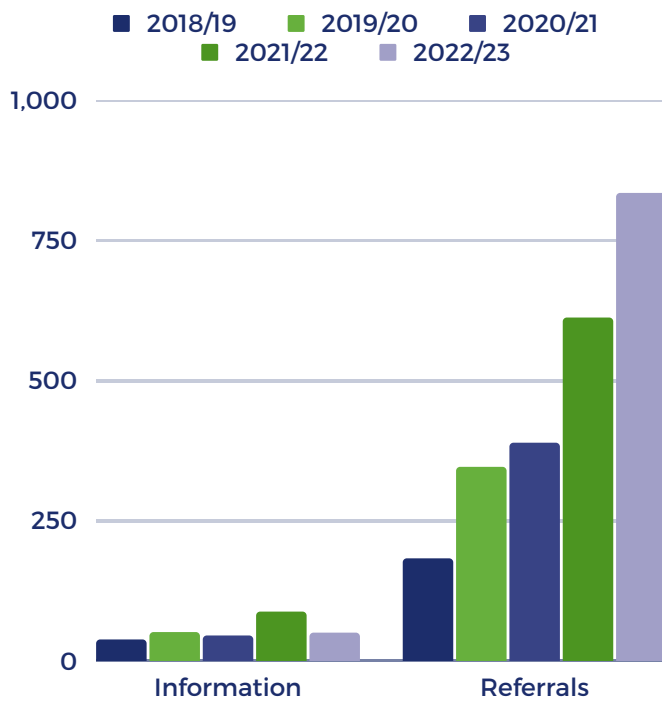
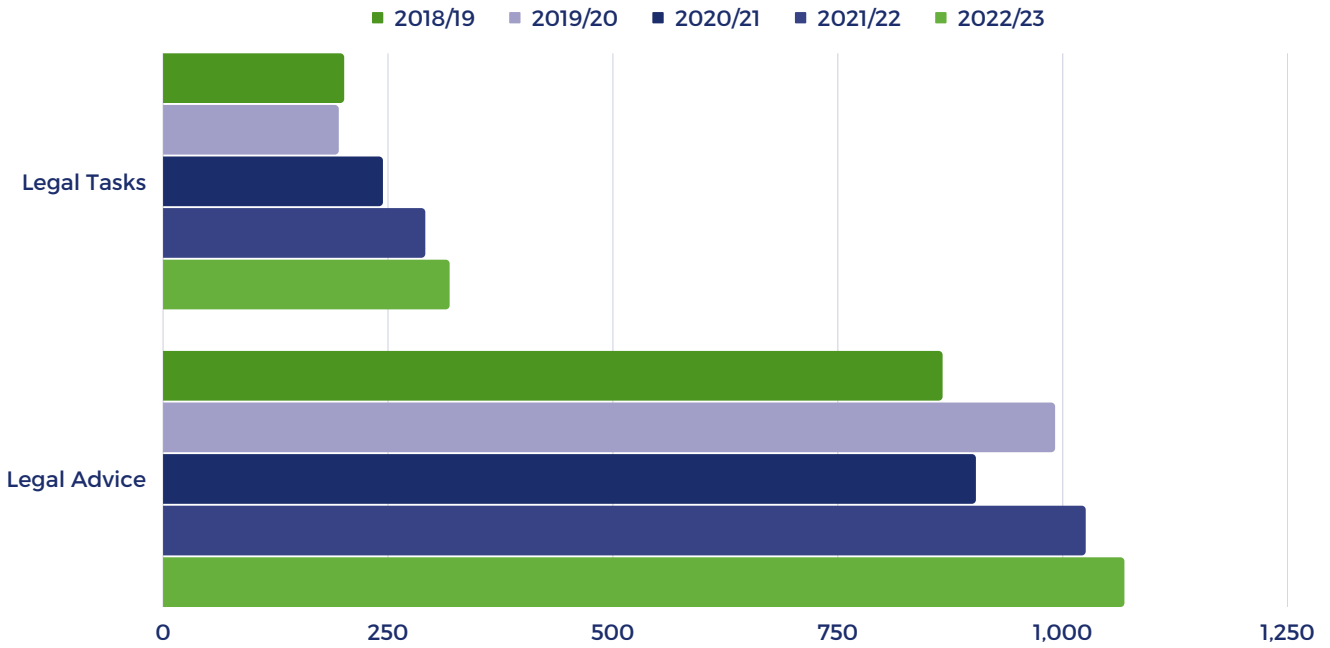


61% of all clients reside in an outer regional or remote area



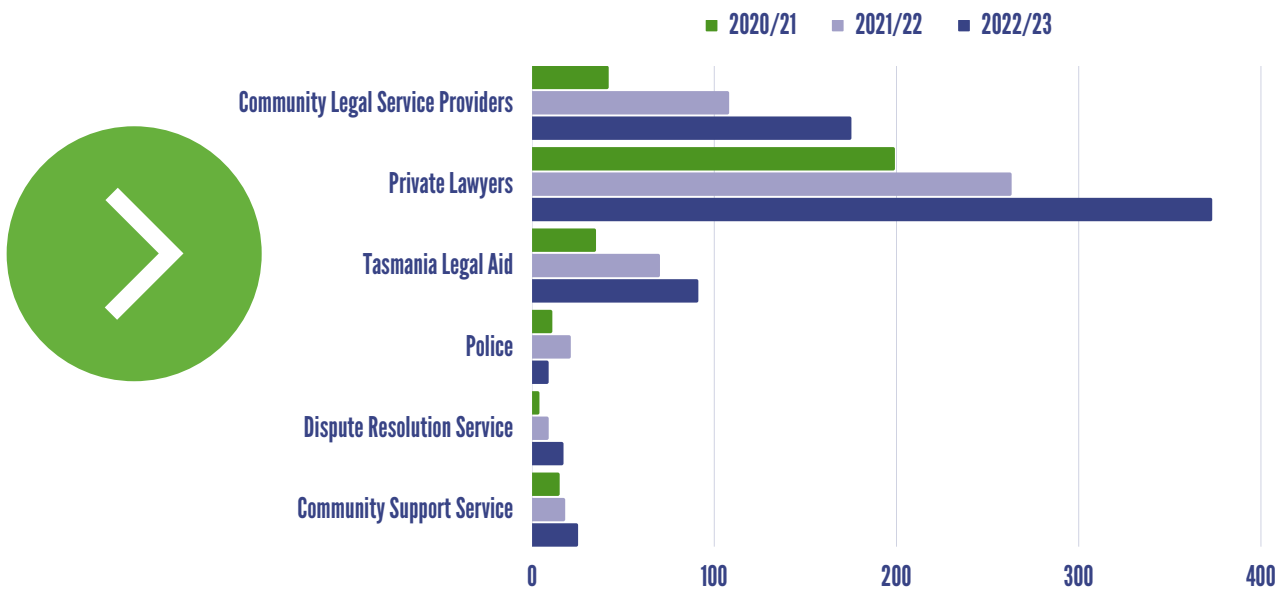
9.5%
Increase in the
provision of Legal
Tasks

4%
Increase in the
provision of Legal
Advice

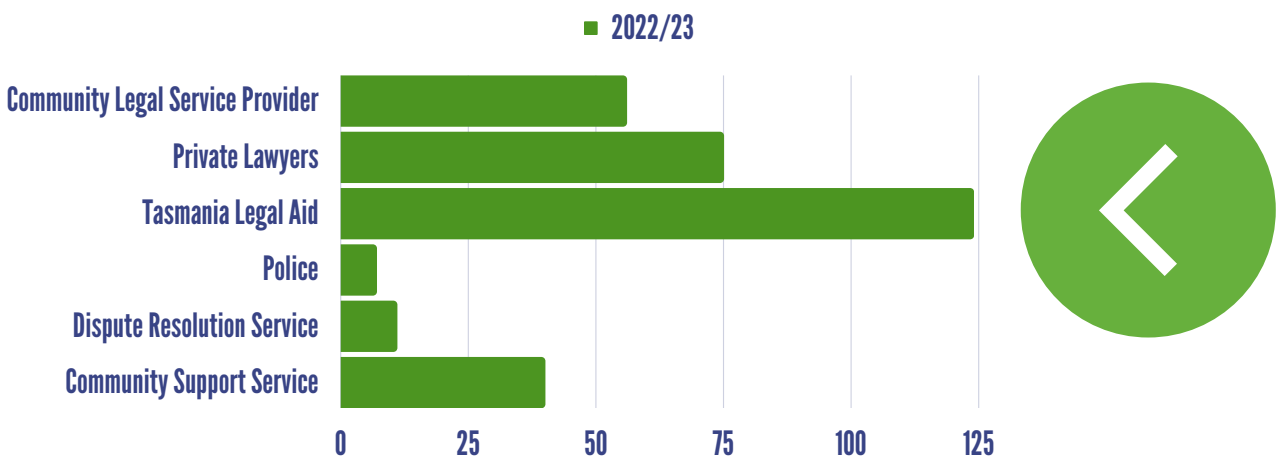


Clients present to the Centre with a range of issues, some of which can best be assisted by a specialised legal assistance service and others by non legal support services. Keeping in close contact with service providers ensures clients are provided comprehensive assistance to best address their range of issues or concerns.

Referrals to Other Services

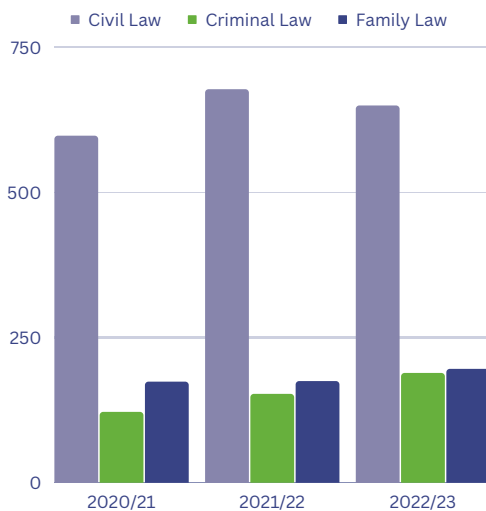
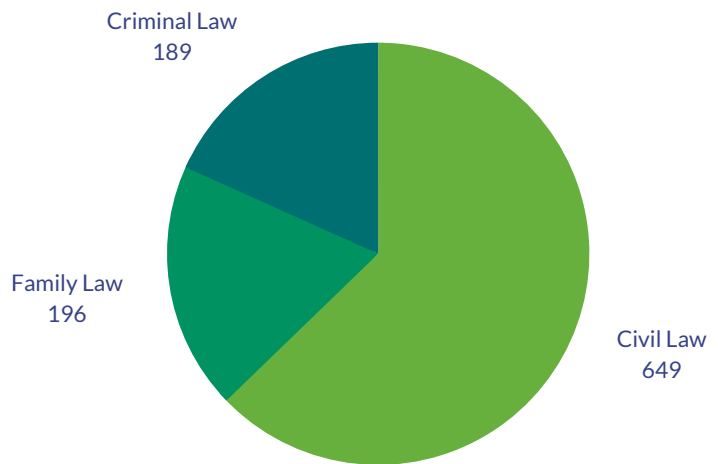


Referrals from Other Services



62.8% Civil Law

Civil law matters remain the bulk of the work the Centre performs, followed by a near equal split between criminal and family law matters.



ANALYSIS

- Consumer Law was the single highest problem type of all Civil Law matters.
- Property matters were the most common Family Law problem type.
- Traffic and vehicle offences topped the list of all Criminal Law types

TRENDS

- Family Law numbers remain at similar levels to previous years as a percentage of all law types.
- Criminal Law is increasing yearly as a percentage of all law types. If the trend continues, Criminal Law will exceed Family Law for the first time in 2023/24.

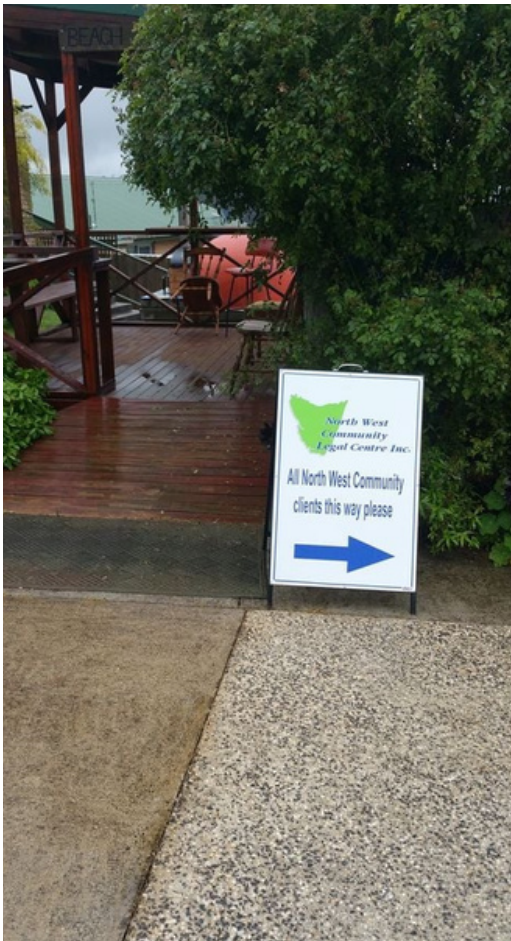
Community Legal Education ("CLE") has been a focus for the Centre for the last several years and remains an area permitting collaboration between organisations, whether it be in delivering presentations to the public or resource sharing. Whilst the Centre is not specifically funded to deliver such services, CLE is an NLAP national performance indicator and plays an important role in educating and empowering large numbers of people within our catchment with legal knowledge of topics relevant to them.

Throughout the year we have continued to develop a range of interactive presentations as well as comprehensive legal information sheets, many of which can be found on our website.



13% of all clients attending the Centre registered on the family violence indicator. This reflects a 27.5% increase over 2021/22 and continues the same trajectory as last year.

Whilst this trend is significant, it is important to note that the Centre assists both victims and perpetrators of family violence as well as engaging in family law advice and assistance which often involves allegations of family violence in various forms. All such client attendances register on this indicator.



OUTREACH

The Centre continued throughout 2022/23 providing an Outreach service to Burnie residents, attending Burnie Community House at Shorewell Park each Friday between 10am and 3pm. This service was well utilised as it provides a more accessible venue for those clients that reside in the Burnie/Waratah-Wynyard locale to attend a face to face appointment where transport might otherwise be an issue in attending our Devonport office.

We continue to offer our services to clients via face to face appointments, telephone appointments, Zoom and Microsoft Teams links to provide a range of options for clients that best suit their individual needs/circumstances.

SECTOR COLLABORATION

The Centre engages in various collaborative service activities throughout the year including Community Legal Education efforts, resource sharing, law reform and regular sector meetings.

A shared understanding of the sector entails two key aspects: firstly, ensuring that service providers possess a clear grasp of the services offered by their peers, thereby enabling the identification of unnecessary service duplication, efficiency in this use of funding and opportunities for collaborative service provision. Secondly, it involves ensuring that our funders comprehend and acknowledges the breadth of services provided by the sector and the strategic priorities of service providers.



01 — General Collaborative/Cooperative Activities

Collaborative arrangements with Knowmore to assist survivors of child abuse, making our office space available for other legal service providers including Women's Legal Service Tasmania, Updated Memorandum of Understanding with Youth, Family & Community Connections (YFCC) to provide more streamlined assistance to clients of both services, attendances at health and wellbeing expos across our catchment area and local service provider meetings to better inform the public of our organisation.



02 — CLC Tasmania

Regular meetings with all those organisations affiliated with Community Legal Centres Tasmania. Contributing to both law reform and joint responses to proposals and deeds affecting the sector.



03 — Attendances at Law Link Tasmania

The Centre attended Law Link Tasmania meetings throughout the year, providing written updates, raising matters of concern and identifying trends through statistical analysis.



04 — Community Legal Education (CLE)

The Centre attended quarterly CLE Steering Committee Meetings with the sector, sharing information, providing updates on CLE efforts and sharing materials between organisations to provide high quality legal education to the community.



05 — Referrals

Increased referrals throughout the year both to and from the Centre to legal and non legal service providers as we strive to find avenues to better assist clients and reduce unmet demand.

CASE STUDIES

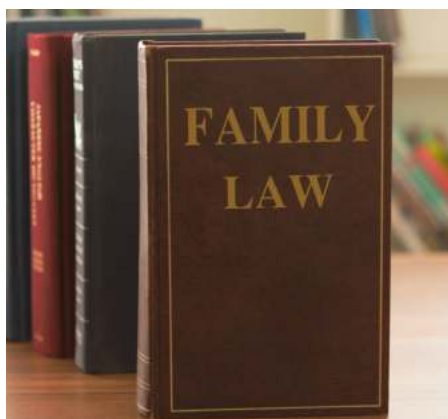
Being a generalist community legal centre, we have assisted clients throughout the year on a range of civil, criminal and family law matters. Below is a snapshot of some of those outcomes.



CIVIL LITIGATION

The client attended our service after finishing their commercial lease of a small business premises and in the process of paying off a modest amount of money in rent arrears. The Lessor was unwilling to wait to receive full payment and as such commenced civil proceedings against the client in the Magistrates Court seeking not only arrears of rent but other amounts relating to upgrades they had performed to the

premises under the guise of alleged damage caused by the client. We filed a Defence and represented the client. Over the course of 9 months we successfully reduced the claim back down to the arrears of rent only, thereby saving the client some \$10,000.00 and entering judgment for the lessor in the correct sum, being that limited to the small amount of rent outstanding with the client making payments by way of a repayment plan.



FAMILY LAW

A Grandmother approached our service seeking urgent assistance in relation to parenting proceedings that were listed for Interim Hearing in the Federal Circuit and Family Court of Australia the very next day. The proceedings had only very recently included her Granddaughter as a part of the case and the client was concerned that although she had a working relationship with the Granddaughter's mother and step

father (who were the parties to the proceedings), the Court would potentially make Orders adverse to her continuing to spend substantial and significant time (including overnight time) with her Granddaughter. As the Grandmother was in receipt of Centrelink, was unable to retain government funded assistance at such short notice, and was dealing with grief related to her son's (the Granddaughter's Father) unexpected passing, the Centre assisted the Grandmother by drafting all documents necessary to assist her to intervene in the case, represent her in the Federal Circuit and Family Court of Australia proceedings, and assist with negotiations between the parties Counsel.

The Grandmother was ultimately granted leave to intervene in the case and the matter was able to be settled with Final Court Orders securing the Granddaughter's time with her Grandmother long-term. This was particularly important to our client as her Granddaughter was one of the remaining connections she had to her deceased son.



EMPLOYMENT LAW

The client attended our office after being terminated whilst on certified medical leave from their employment. The Respondent company contended through their legal representative that there was no dismissal and that the client had in fact resigned by virtue of their actions, or in the alternative, that if resignation was not accepted, their conduct was such

that it was consistent with serious misconduct which would otherwise justify summary dismissal.

The client contended they were pushed to breaking point by management with impossible expectations leading to a breakdown necessitating them to leave their shift early without any suggestion they were resigning. This was evidenced through the client's immediate attendance upon a doctor and the medical certificates that flowed back to the employer making them aware of the situation.

The Centre drafted and filed the relevant Fair Work Application. The matter resolved via conciliation with the client receiving a settlement in the region of 12 weeks of ordinary pay with the client proud that they had stood up to the unethical behaviour of their employer to hopefully improve future workplace employment practices.



CRIMINAL LAW

The client attended our office charged with 5 counts of driving with a prescribed illicit drug in their blood and facing a term of imprisonment. The client was in receipt of government financial assistance, could not afford a private lawyer and their matters fell outside of the legal aid guidelines in which to attract a grant of legal aid. To ensure the client did not fall through the gaps in the system, the Centre represented the client in the Magistrates Court.

”

It is such a relief that It is over and I am so glad I didn't give up – it was tempting at times. Thank you for all your help, I couldn't have done it without you!

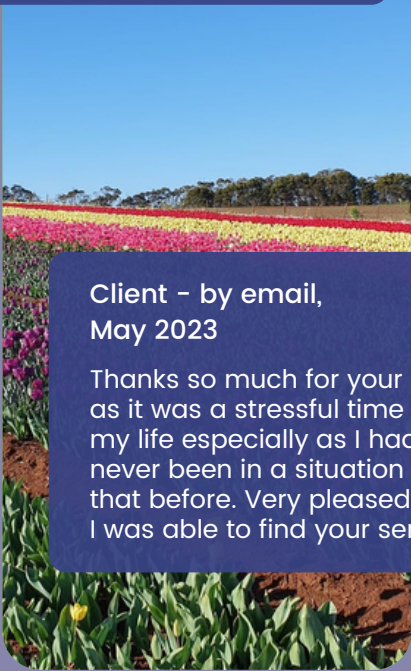
Client - by email, August 2022

Upon entering pleas of guilty to the charges before the Magistrates Court, submissions were made to have the client assessed to enter into the Court Mandated Drug Diversion Program to enable the client to combat their drug addiction to reduce the chances of such offending reoccurring. An Intake Assessment Report was ordered by the Court to assist in determining eligibility to enter the Program. Without proper basis, Community Corrections deemed the client eligible but unsuitable to enter the Program. The refusal of Community Corrections to have the client enter the Program was challenged and taken to hearing, whereby after hearing evidence, the Magistrate deemed it appropriate for the Client to be placed on the Program and the term of imprisonment imposed by the Court was wholly suspended to allow the client the opportunity to complete the Program to combat their drug addiction. The outcome obtained would not have been possible without legal representation being afforded to the client.



Client - by email, June 2023

The cheque cleared, thank you very much for your help with this matter you've been great to work with.



Client - by email, May 2023

Thanks so much for your help as it was a stressful time in my life especially as I had never been in a situation like that before. Very pleased that I was able to find your service.



HOURS OF OPERATION

The Centre's office hours remained identical to previous years, being Monday to Friday 9am to 5pm.

The Centre operated its Burnie Outreach Service (by appointment only) throughout the year at Burnie Community House, 24 Wiseman Street, Shorewell Park each Friday from 10am to 3pm.

The only closures of the Centre throughout the course of the year have been for Gazetted public holidays and from Friday 23 December 2022 until Wednesday 4 January 2023 (inclusive) for the Christmas and New Year period.

The financial assistance provided to the Centre from both the State and Commonwealth Governments via the National Legal Assistance Partnership (NLAP) together with one off and recurring grants is gratefully acknowledged

Contact



56 Formby Road, Devonport, TAS, 7310



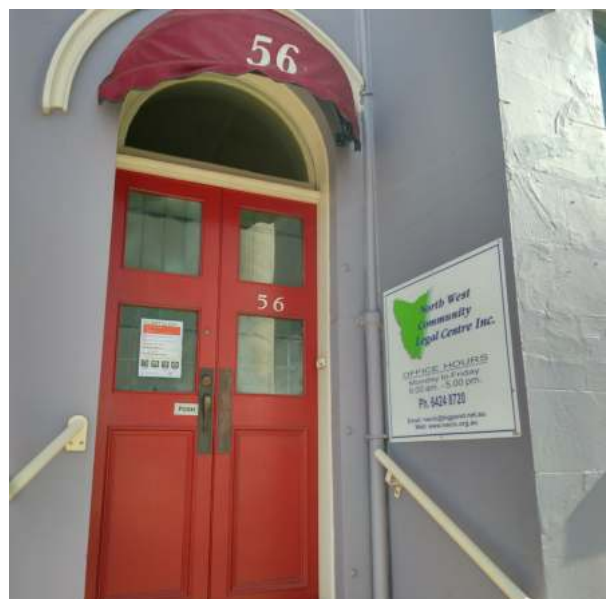
(03) 6424 8720



office@nwclc.org.au



www.nwclc.org.au



FINANCIAL REPORT 2022/2023

North West Community Legal Centre Inc

Financial report

For the year ended 30 June 2023

Prepared by

Willing Associates Pty Ltd

24 Edward Street
DEVONPORT TAS 7310

North West Community Legal Centre Inc

Income statement

For the year ended 30 June 2023

	2023 \$	2022 \$
Income		
Consulting fees	-	1,724
Funding - National Legal Assistance Partnership	580,035	437,035
Funding - Legal Assistance Sector Support	50,000	50,000
Funding - Increased Legal Assistance for Vulnerable Woman	-	126,172
Interest received	6,903	1,258
Lease Agreements	224	291
	<u>637,161</u>	<u>616,480</u>
Gross profit from trading	<u>637,161</u>	<u>616,480</u>
Expenses		
Advertising	566	587
Annual dinner	2,481	2,065
Audit fee	980	980
Bank charges	30	60
CLCs Australia General Fee	3,082	1,215
Computer expenses	1,903	3,778
Conference Expenses	4,071	-
Depreciation - Plant and equipment	6,283	4,215
Employee entitlements provisions	7,890	(6,716)
Insurance	5,921	9,112
Leasing charges	332	2,100
Net gain/loss on disposal of plant and equipment	821	-
Postage	140	139
Power & gas	4,725	3,671
Printing and stationery	3,236	4,407
Reference materials	325	127
Registration & licence fees	2,367	1,647
Rent of premises	35,461	35,327
Repairs and maintenance	4,229	2,823
Security	505	594
Staff amenities	147	(83)
Sundry expenses	529	200
Telephone, mobile and fax	6,704	7,703
Travel	1,162	627
Wages	447,361	393,298
Water	1,675	1,570
	<u>542,926</u>	<u>469,446</u>
Surplus for year	<u>94,236</u>	<u>147,034</u>

These statements should be read in conjunction with the attached compilation report.

North West Community Legal Centre Inc

Balance sheet As at 30 June 2023

	Note	2023 \$	2022 \$
Assets			
Current assets			
Cash assets	2	715,381	656,721
Other assets	3	2,549	13,415
Total current assets		717,930	670,136
Non-current assets			
Property, plant and equipment	4	35,504	30,339
Total non-current assets		35,504	30,339
Total assets		753,434	700,475
Liabilities			
Current liabilities			
Payables	5	959	22,696
Provisions	6	42,191	47,544
Tax liabilities	7	23,195	42,427
Total current liabilities		66,345	112,667
Non-current liabilities			
Provisions	6	7,815	2,769
Total non-current liabilities		7,815	2,769
Total liabilities		74,160	115,436
Net assets		679,274	585,038
Equity			
Retained earnings		679,274	585,038
Total equity		679,274	585,038

The accompanying notes form part of these financial statements.
These statements should be read in conjunction with the attached compilation report.

North West Community Legal Centre Inc

Notes to the financial statements For the year ended 30 June 2023

2023	2022
\$	\$

Note 1: Statement of significant accounting policies

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

The financial report has been prepared in accordance with the requirements of the Australian Charities and Not-for-profits Commission Act 2012 and the following Australian Accounting Standards:

AASB 1031: Materiality
AASB 110: Events after the Balance Sheet Date

The financial report is prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

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

- b. **Property, Plant and Equipment**
Property, plant and equipment are carried at cost. Depreciable items are depreciated over their expected useful life using the diminishing value.
- c. **Inventories**
Inventories are measured at the lower of cost and net realisable value.
- d. **Income tax**
The association is exempt from income tax under section 23(h) of the Income Tax Assessment Act (1997).
- e. **Grant income**
Grant revenue is recognised in the income statement when it is controlled. When there are conditions attached to grant revenue relating to the use of those grants for specific purposes it is recognised in the balance sheet as a liability (Grants Unexpended) until such conditions are met or services provided.
- f. **Goods and services tax (GST)**
The net amount of GST recoverable from or payable to the Australian Taxation Office is included as a current asset or a current liability respectively in the balance sheet.
- g. **Members' Guarantee**
The club is incorporated under the Associations Incorporation Act 1964. If it is wound up, the rules of the club state that each member is not required to make a contribution towards any outstanding liabilities.

These notes should be read in conjunction with the attached compilation report.

North West Community Legal Centre Inc

Notes to the financial statements For the year ended 30 June 2023

	2023 \$	2022 \$
Note 2: Cash assets		
Cash on hand	622	490
Debit Card	456	346
Cheque account	314,304	325,552
Term deposits	400,000	330,333
	<u>715,381</u>	<u>656,721</u>
Note 3: Other assets		
Prepayments	2,549	13,415
Note 4: Property, plant and equipment		
Plant and equipment at cost	77,829	81,611
Less accumulated depreciation	(42,325)	(51,273)
	<u>35,504</u>	<u>30,339</u>
Note 5: Payables		
Trade creditors	959	22,696
Note 6: Provisions		
Provision for annual leave	36,957	32,525
Provision for long service leave	5,234	6,822
Superannuation payable	-	8,197
Provision for long service leave	7,815	2,769
	<u>50,006</u>	<u>50,313</u>
Note 7: Tax liabilities		
GST - Prior years liabilities	13,515	26,965
PAYG instalment payable	9,680	15,462
	<u>23,195</u>	<u>42,427</u>

These notes should be read in conjunction with the attached compilation report.

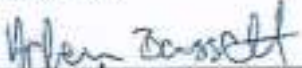
North West Community Legal Centre Inc

The committee has determined that the association 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.

In the opinion of the committee the Income Statement, Balance Sheet and notes to the financial statements:

1. Present fairly the financial position and give a true and fair view of the state of affairs of North West Community Legal Centre Inc as at 30/06/2023 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

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



Helen Bassett



Danielle Leck
29/09/2023

North West Community Legal Centre Inc

Auditors report on the financial report

We have audited the accompanying financial report being a special purpose financial report of North West Community Legal Centre Inc, which comprises the statement of financial position as at 30 June 2023, the statement of comprehensive income for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the declaration by members of the committee.

Committee's responsibility for the financial report

The Committee of the entity is responsible for the preparation of the financial report and has determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the financial reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and is appropriate to meet the needs of the members. The Committee's responsibility also includes such internal control as the directors determine is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of APES 110 Code of Ethics for Professional Accountants.

Auditor's opinion

In our opinion:

- 1 the financial report presents fairly in accordance with the accounting policies described in Note 1 to the financial statements, the financial position of North West Community Legal Centre Inc. at 30 June 2023, and of its performance for the year then ended;
- 2 we obtained the information we required for the audit and North West Community Legal Centre Inc. kept proper accounting records and other books during the year ended 30 June 2023; and
- 3 the rules relating to the administration of the funds of North West Community Legal Centre Inc. have been observed.

Willing Associates Pty Ltd, Accountants

Name of director  29/09/2023
Mary-anne Peebles

Auditor's Certification

Name of Organisation: North West Community Legal Centre

Financial Year Period: 01 / 07 / 2022 to 30 / 06 / 2023

I hereby certify that:

- a. I am not a principal, member, shareholder, officer, employee or accountant of the Organisation or of a related body corporate as defined in section 9 of the Corporations Act 2001
- b. In my opinion, the attached financial statements which comprise a Statement of Financial Position, a Statement of Comprehensive Income (previously known as a Statement of Financial Performance) and Notes to the Financial Statements of the above-mentioned Organisation ('the Organisation'), and, if general purpose reports are provided, a Statement of Cash Flows, for the stated Financial Year Period are:
 - i. based on proper accounts and present a true and fair view of the Organisation's financial position and financial performance in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia, and
 - ii. in accordance with the terms and conditions of the Agreement **The Crown in the right of Tasmania represented by the Department of Justice and North West Community Legal Centre dated 28 June 2019**, a copy of which has been made available to me, in relation to the provision of community legal services.
- c. The 12 month CLASS Funds Report, containing details of the Organisations transactions for the financial year, including audit adjustments, and the Organisation's grant position at the beginning and end of the financial year is provided in respect of funds provided in accordance with the Terms and Conditions of the Agreement referred to in b.ii. above for all Funding Categories.

This is an unqualified audit report.

Unless written under separate cover, I hereby further certify that, in my opinion, there is no conflict of interest between myself and the Organisation or its Management Committee.

AUDITOR DETAILS

Full Name: Mary-Anne Peebles CPA

Name of Company (if applicable): Willing Associates Pty Ltd

ACN or ABN Number: 45 009 544 629

Registered Auditor: *If Yes:*
 Yes No **Registration No.:**

Signature:  _____

Date: 01 / 07 / 2023