



hume riverina
community legal service

ANNUAL REPORT
2013 - 14

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ACKNOWLEDGEMENT

We would like to acknowledge the financial contributions made by the following funding bodies for without their contributions we would not be able to provide the services we do:

FUNDING BODY

FUNDS PROVIDED

<i>Commonwealth Attorney Generals Department</i>	<i>\$445,120.00</i>
<i>Victorian State Government (Victoria Legal Aid)</i>	<i>\$234,484.00</i>
<i>NSW State Government (NSW Legal Aid - CLSD)</i>	<i>\$ 20,232.00</i>
<i>NSW Public Purpose Fund (PPF)</i>	<i><u>\$ 76,648.00</u></i>
	<i><u>\$776,484.00</u></i>

PRINCIPAL LAWYERS REPORT

At the Hume Riverina Community Legal Service we are proud of the work that we do. Community Legal Centres give access to justice to people who would otherwise not have access to a lawyer. It is estimated that there is a saving of \$18 for every dollar invested into Community Legal Centres.

Despite the value of the work that we do, the funding is constantly uncertain in our sector. Change is on the horizon, with funding arrangements for the legal assistance sector being reviewed.

In May 2014 we were advised that the NSW outreach program would receive a funding cut due to a decline in the Public Purpose Fund. Fortunately there was a grant by the Cooperative Legal Services Delivery program to help make up the shortfall. However, it is expected that a further funding cut will occur in 2014/2015 as we have been asked to look for alternative funding from June 2015.

Although disheartened by this news, we were successful in receiving a one-off grant from the Commonwealth Attorney General in June 2014 towards our frontline services.

This year we farewelled Karen Keegan, who was the principal lawyer at the Hume Riverina Community Legal Service since 2011. Karen has gone into politics and is now the political advisor for Cathy McGowan MP. We wish her well in her new role, and thank her for her valuable contribution as principal lawyer for the past 3 years!

One of the achievements during Karen's leadership included leading the Legal Needs Analysis, which helped redefine the catchment area of the Hume Riverina Community Legal Service. This report will help direct the strategic future of the Service through its findings about unmet legal need in our region.

As a result of Karen's departure we were short staffed for several months, yet we continued to assist a high volume of clients with issues, as detailed in this report.

An important part of the service is to help potential clients to identify whether they have a legal problem, or whether other services that might be better suited to support them. If we can't help someone, Julie Garner, our Administrator, provides information and referrals to other services so that there is always somewhere to get help.

Our **outreach programs** continue to be effective in reaching out to clients in regional and remote areas, who would not otherwise have access to free legal advice. Karen Bowley and Andrea Georgiou regularly travel to towns including Deniliquin, Finley, Wangaratta, Mt Beauty and Corowa, and there is also an outreach to the Albury Wodonga Aboriginal Health Service (AWAHS). The **Cooperative Legal Services Delivery** program (funded by NSW Legal Aid) has provided significant opportunities for us to link with other legal service providers particularly in Albury and surrounding areas.

We also continued our '**Law By Telephone**' service, which allows for a 20 minute telephone advice appointment. In these appointments we cover a diverse range of legal matters including family law, employment issues child protection, family violence, fines, debts, neighbourhood disputes and discrimination.

When a person that we assist is empowered through information and advice provided to them, it puts them in great stead to tackle the problem at hand.

Continued...

Community development is a strong theme of our service delivery. We value our stakeholders and exist to meet the needs of the community, many of these needs are identified and referred to us by other service providers in the community. This year we participated in Law Week by providing Legal Health Checks and organising the Women in Law breakfast (which featured a debut of the “ukelegals”), thanks to the leadership of Alison Maher and Sarah Caplice. A number of talks were delivered to community groups, including sessions on Life Planning, Family Law, and Neighbourhood Disputes.

We are continuing to deliver services in partnership with the **Family Relationship Centre**, including legal advices, information (group sessions) and legally assisted family dispute resolution sessions. This has been a great opportunity to work more closely with another program of Upper Murray Family Care. We acknowledge Murray Mallee Legal Service for providing legal advice and assistance to the other party at legally assisted mediation sessions, to ensure both parties receive legal representation.

The partnership with **Charles Darwin University** has continued for a further year, which enables us to host family law students on clinical legal education placements. The work contributed by students has greatly enhanced the capacity of the service to respond to clients and deliver services.

We continue to have a **Victoria Legal Aid solicitor**, Sarah Caplice, who delivers client services as part of our family law team, together with her assistant Tracey Walker. Clients receive representation at Court with their family law issues if they are eligible for legal aid. A duty service is also provided to unrepresented litigants in intervention order matters. This has enabled us to have a strong presence at the Federal Circuit Court in Albury and the Magistrates Court in Wodonga.

It has been a privilege to serve as the principal lawyer in the short time that I have been in the role. A particular to thank you to Ashlie Barclay who has been our office manager for many years and I am indebted to her for her assistance to me during my transition to the principal lawyer role. Her work ensures the smooth operation of our service and that our financial and reporting obligations are met.

Thankyou to the staff at Hume Riverina CLS for their hard work, energy and enthusiasm in the delivery of services to clients, always having a sense of humour along the way!

Thankyou to the large team of volunteers that have serviced our clients, including private lawyers who volunteer their time to our evening clinic, the law students and other volunteers who assist on client matters and community legal education work. Without their assistance we could not deliver our services to the same numbers of clients and we are grateful for the generosity of so many.

Thankyou also to Upper Murray Family Care who auspice our Service and provide us with fantastic administrative, management and moral support to ensure that we operate effectively.

Sarah Rodgers
Principal Lawyer



We love dress ups here at the HRCLS!

HOURS OF OPERATION

9am to 5pm Monday to Thursday

Telephone Advice & Information *

Monday 10am to 1pm

Thursday 10am to 1pm (family law only)

Thursday 2pm – 3.20pm (monthly) (NSW Clients only)

Face to Face Clinics (general advice) *

Wodonga Office on Tuesday evenings

Wangaratta Office on Tuesday evenings (fortnightly)

Family Law Legal Aid *

Wodonga office as required

Rural outreach *

Lavington

Corowa

Albury

Deniliquin

Finley

Mt Beauty

Albury Wodonga Aboriginal Health Service

Wangaratta

Family Relationship Centre (FRC) Advice Clinic *

Family Relationship Centre on Tuesday mornings

Subsidised Wills Clinic

Wodonga office on Wednesday afternoons (fortnightly)

Intervention Order Court Support Program

Wodonga Magistrates Court on Wednesdays

Supervised Student Advice Clinic (family law advice)

Wodonga office on Monday afternoons

** Appointments essential*

STAFF

Permanent Staff as at 30 June 2014

HRCLS LAWYERS



Sarah Caplice
VLA Seconded Lawyer



Andrea Georgiou
Victorian Outreach Lawyer



Sarah Rodgers
Principal Lawyer



Alison Maher
FLFCLEP & FRC/CLC Lawyer
& Special Projects Officer



Karen Bowley
NSW Outreach Lawyer/
Albury CLSD Regional Coordinator

ADMINISTRATION TEAM



Ashlie Barclay
Office Manager



Julie Garner
Administrator



Tracey Walker
Legal Assistant

Other staff employed during 2013-14:

Karen Keegan – Principal Lawyer

Sue Woodward – Acting Office Manager (maternity leave position)

VOLUNTEERS

We here at the HRCLS find ourselves in a wonderful and very privileged position. We are so lucky to have such a successful and valued relationship with our volunteers.

As at 30 June 2014 we had a team of 23 very talented volunteer lawyers who volunteer their time at our weekly Wodonga and fortnightly Wangaratta evening clinics on a roster basis. Without them, we would not be able to run such successful and well attended advice clinics.

Volunteers as at 30 June 2014:

WODONGA

Allison Bruce (Robb & Associates)
Eugene Butkowski
Tristan Ferris (Belbridge Hague)
Dione Garwell (Pogson Cronin)
Hannah Gostelow (Gibney Gunson)
Lauren Howlett (Keating Avery)
Dusan Jovetic (Trivett Keating)
Michele Kampen (Northey Legal & Conveyancing)
Ross Kearney
Sascha McCorriston (Northey Legal & Conveyancing)
Derek Norquay
Janet Osborne
Paige Rolfe (Belbridge Hague)
Beth Simpson
Peter Uniacke (Slater & Gordon)

WANGARATTA

Phillip Borrell (Constable Connor)
Vic Campagna (Campagna Gray & Mallinder)
Wendy Couzens (Charles Morgan & Associates)
Jye Cunneen (Kell Moore)
Tom de Zwart (De Zwart Lawyers)
Danny Frigerio (Maurice Blackburn)
Jonathan Green (Slater & Gordon)
David Joseph (David Joseph & Co)

2013-14

Advice provided (Wodonga clinic)	381
Advices provided (Wangaratta clinic)	22

2012-13

Advice provided (Wodonga clinic)	301
Advices provided (Wangaratta clinic)	21

PRO BONO PARTNERSHIPS

Pro bono partnerships for HRCLS remain strong and productive. HRCLS continues to have a dedicated and reliable group of local private practitioners, in both Wodonga and Wangaratta, who attend and work at our evening legal advice clinics, weekly in Wodonga and fortnightly in Wangaratta. Quite simply, without their support and flexibility, we would not be able to attend on the number of clients that desperately need our services.

CLAYTON UTZ

HRCLS makes a difference because Clayton Utz continues to provide responsive pro bono assistance to HRCLS in a variety of ways. Once again, Clayton Utz provided a venue, IT support and catering for the Victorian RRR Day in February 2014, it is the one time of the year that all Victorian RRR Community Legal Services/Centres meet and share the RRR experience, thank you to Clayton Utz. Additionally, we have had the benefit of seeking pro bono assistance for clients, both individuals and community groups. Due to our unique cross border location, we can seek assistance from either Clayton Utz in Melbourne or Sydney. The benefit of pro bono assistance by Clayton Utz to a disadvantaged client is significant, it allows people with what appears to be insurmountable legal issues to obtain assistance, quickly and respectfully.

Clayton Utz assisted a couple of our clients who received an eviction notice from a Caravan Park where they lived. The notice was the result of Council notifying the park owners that park did not comply with current building standard requirements under the Local Govt (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regs 2005 NSW and that a range of work needed to be undertaken for compliance to be achieved. This would mean our clients would lose their purchase money for their vans and would be homeless. Clayton Utz offered pro bono assistance and the matter was successfully resolved.

Clayton Utz have also assisted clients with a builder's insurance matter which is still ongoing, and an issue where beneficiaries of a will are also seeking a share of the matrimonial home which was owned jointly.

CASE STUDY 1...

FACTS:

Client E was a resident at a local Caravan Park. The Council had inspected the Caravan Park and issued a range of notices and orders in relation to non-compliance with building standards. A range of work needed to be undertaken by the Council and certain Park Residents for compliance to be achieved. In carrying out this work, Client E was evicted which meant that they would lose money that they put towards the house and would also become homeless.

OUTCOME:

HRCLS decided to seek assistance from Clayton Utz, our pro bono partner in relation to this matter due to the complexity of the issues raised by Client E. Clayton Utz reviewed the information provided to them and they decided that they could take on this matter and provide pro bono assistance to our client. We are unsure of the outcome of this matter, but we hope our client was successful in obtaining a positive outcome.

Continued...

Ashurst Australia continues to assist us with Wills seminars for parents and carers of people with impaired intellectual capacity and matters where Clayton Utz is conflicted and unable to assist.

Both law firms are approachable and willing to assist us and our clients whenever they are able. We feel privileged to have this valuable resource at our disposal.

ADVICE & CASEWORK – general overview

As a generalist Community Legal Service, we are funded to provide legal advice, information and referrals. We provide these services in a number of ways in both face-to-face settings and over the telephone as outlined under Hours of Operation.

Our service is also rare as we are a cross border service (NSW & Victoria), and our lawyers must keep up-to-date with three jurisdictions, this includes the Federal jurisdiction. The types of legal issues that we advise clients on are quite broad and wide ranging, but the areas of law that we primarily give advice or information on are:

- ❖ Child protection application/orders (**43** advices given);
- ❖ Child contact/residency (**730** advices given);
- ❖ Intervention Orders/Apprehended Violence Orders/Family Violence (**208** advices given);
- ❖ Divorce (**91** advices given);
- ❖ Property in marriage/de facto (**249** advices given);
- ❖ Consumer complaints (**65** advices given);
- ❖ Wills/probate - making/contest/obtaining benefit/guardianship/POA & other (**171** advices given);
- ❖ Employment – conditions/entitlements/unfair dismissal/other (**85** advices given)
- ❖ Motor vehicle accidents/property damage (**40** advices given);
- ❖ Road Traffic Offences/ Fines (**81** advices given); and
- ❖ Credit & debt – bankruptcy/debt collection/management/negotiation/recovery/owed to or by client (**120** advices given).

In the past 12 months, the HRCLS has seen a spike in client's contacting the service to obtain advice in relation to fines or infringements employment issues and child protection.

Our "Top 5" areas of legal inquiries were:

1. Child spending time/living with/residency issues (730)
2. Property in marriage/de facto (249)
3. Family Violence / Intervention Orders (208)
4. Wills/POA/Guardianship etc (171)
5. Credit & debt problems (120)

Continued...

Our "Top 5" areas of casework were:

1. Child spending time/living with/residency issues (119)
2. Family Violence / Intervention Orders (110)
3. Wills/POA/Guardianship etc (35)
4. Property in marriage/de facto (33)
5. Credit & debt problems (19)

Our solicitors have provided **1,369** advices to people within our catchment area.

Worker Name	Face to face	Telephone	Mail	Email	TOTAL
Karen Bowley	200	53	1		254
Sarah Caplice	91	155		1	247
Andrea Georgiou	125	245			370
Karen Keegan	55	18	1		74
Alison Maher	45	35			80
Sarah Rodgers	131	213			344
TOTAL	647	719	2	1	1,369

FAMILY LAW LEGAL AID ASSISTANCE

Since 2006, the Family Lawyer Service has provided assistance for an increasing number of clients in children and property matters as well as assisting clients in child protection matters.

The Family Lawyer Service provides legal advice to clients experiencing difficulties with family law issues through a telephone advice clinic, and can provide ongoing casework, court representation and family dispute resolution for clients who are eligible for a grant of legal assistance. As the Hume Riverina Community Legal Service is situated on the border of Victoria and NSW, we are able to provide assistance to clients who have legal aid funding in either of those states.

Victoria Legal Aid has changed their eligibility guidelines with regards to grants of legal aid for family law, child protection and intervention order matters. Their focus is now firmly on assisting vulnerable and disadvantaged clients. The Family Lawyer Service has not seen a significant change in the amount of clients being eligible for grants of legal assistance, because the majority of our clients are clients who are vulnerable or disadvantaged in any event.

The Family Lawyer Service continues to maintain strong relationships with a range of local service providers such as the Family Relationship Centre, the Magistrates, Local and Federal Circuit Courts, and works closely with the Gateway Community Health Service to facilitate the legal information component of their 'Back on Track' program to separated parents.

As our statistics show below, the Family Lawyer Service provides a valuable service to our region and we hope that our funding continues well in to the future.

Continued...

2013-14
(State Project 3)

Total Advice Activities	260
Total cases open during period	179
- Open at period start	51
- New (opened in period)	128
- Still open at period end (ongoing)	40
Total cases closed during period	139
- Closed involving court representation	93
- Closed involving primary dispute resolution	17

2012-13
(State Project 3)

Total Advice Activities	234
Total cases open during period	214
- Open at period start	56
- New (opened in period)	158
- Still open at period end (ongoing)	51
Total cases closed during period	163
- Closed involving court representation	123
- Closed involving primary dispute resolution	12

CASE STUDY 2...

FACTS:

Our client was a grandparent. Both parents had issues with mental health and drug and alcohol abuse which meant that their children were living with our client. Our client sought orders for this situation to be formalised.

OUTCOME:

Parties attended Legal Aid mediation and negotiated final orders for our client to have sole parental responsibility for the children, for the children to live with our client and to spend time with the parents at our client's sole discretion. Orders were made to this effect. Our Family Law Legal Aid Solicitor assisted our client in making the application and representing our client at Court together with attending and representing our client at the Legal Aid Mediation.

LEGAL ASSISTANCE TO THE FAMILY RELATIONSHIP CENTRE

The Hume Riverina Community Legal Service (HRCLS) remains proud of the strong relationship which has been forged over time with the Family Relationship Centre, now known at Upper Murray Family Care as "Family Relationship Services". Sarah Rodgers and Alison Maher worked with the team at Family Relationship Services throughout the financial year.

The HRCLS provides weekly group information sessions and legal advice clinics at Wodonga and Albury to clients of Family Relationship Services. This partnership enables clients of Family Relationship Services to see a lawyer for legal advice in a timely manner. By combining legal advice with family dispute resolution information and parenting education, we believe family law clients receive an excellent holistic service, which enables them to make good decisions.

The HRCLS continues to provide "Legally Assisted Family Dispute Resolution" through the partnership. This enables both parties to have a community lawyer (from the HRCLS and another community legal service such as Murray Mallee, Goulburn Valley or Loddon Campaspe). Where agreement is reached, the lawyer will draft a parenting plan or Consent Orders.

The HRCLS also provides staff training on various family law areas including family property settlements, eligibility for legal aid (through Legal Aid Victoria and NSW) and family violence intervention orders. We also operate a "phone a friend" program where family dispute resolution practitioners are able to receive information regarding the family law, without either organisation breaching any confidentiality requirements.

Continued...

In 2014, the HRCLS participated in the creation of short family law information sessions which will be available for viewing on YouTube. These sessions are aimed at education and empowering the community about the family law.

Some interesting facts about this financial year:

- HRCLS provided advice to 89 clients at the FRC & PSS advice clinics.
- HRCLS provided information to 187 clients through the FRC information sessions.

We look forward to another proactive year with the Family Relationship Centre.



Our wonderful FRC girls. A coffee is a must for all involved!

L to R: Manager, Karina Kerr, with Client Services Officers Andrea Kinter & Jan Nichols

2013-14 (FRC)	
Total Advice Activities	86
Total cases open during period	23
- Open at period start	6
- New (opened in period)	17
- Still open at period end (ongoing)	3
Total cases closed during period	20
- Closed involving primary dispute resolution	8

2012-13 (FRC)	
Total Advice Activities	108
Total cases open during period	19
- Open at period start	3
- New (opened in period)	16
- Still open at period end (ongoing)	5
Total cases closed during period	14
- Closed involving primary dispute resolution	4

FAMILY LAW FOCUSED CLINICAL LEGAL EDUCATION PROGRAM

Every year we host several Law students on placements at HRCLS. These students provide fantastic assistance to the lawyers at HRCLS. They draft letters, undertake legal research, attend Court, and even interview clients (under supervision). As a

result of their work, HRCLS is able to provide family law advice and assistance to a greater number of people in the community who would otherwise not have access to a lawyer.

Our partnership with Charles Darwin University has continued for another year and we had 9 students attend HRCLS on placement. These students often travel a significant distance to participate in a placement at our Service, including from South Australia and the Northern Territory.

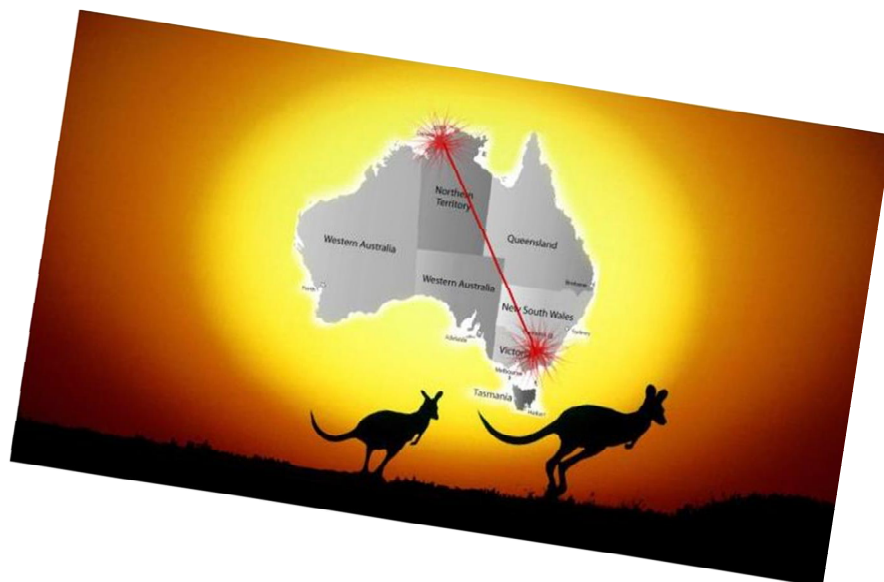
We also hosted 3 Graduate Law students who needed work experience to complete their practical legal training. Many of these students were linked to our Service through the National CLCs RRR project website.

Having students at HRCLS has been of great benefit to our clients for the following reasons:

- We can help more people with family law advice and casework.
- We can train up the 'next generation' of lawyers and give them a passion for social justice.
- We need more lawyers in regional areas. There is evidence that students who participate in work experience in a country location are more likely to return in the future.
- We are inspired by our students. They are enthusiastic, hardworking, willing to learn and provide a fresh perspective on the benefit of our work to the community.

Thankyou to all of our wonderful students.

Here is a reference provided to Yanina, one of our Practical Legal Training students, regarding the work that she did while on placement between January & May 2014:



Continued...



During Yanina's time with HRCLS she assisted us in conducting face to face outreach legal clinics for clients from a wide range of backgrounds, in particular, those experiencing disadvantage and Aboriginal clients at the local Aboriginal Health Service.

Yanina conducted client interviews and took instructions from clients, briefed solicitors and provided clients with written and oral advice under supervision, wrote detailed file notes, and drafted and prepared court documents. She did this work independently but did not hesitate to ask questions if needed.

In one instance she was given the task of reading a large barrister's file for an Aboriginal child protection client so that we could give the client specific advice in relation to her making a claim for reinstatement of her child. In reviewing this file and all the reports included in it, Yanina was able to assist us in addressing specific legal issues for that client and then presenting them to the client in a sensitive and clear manner.

It was due to her initiative and enthusiasm that we made contact with the Aboriginal Men's Shed and discovered that they had a variety of legal issues and questions that related to their Aboriginality. Yanina researched their questions and then reported verbally on her findings and also made easy to read fact sheets for the men's future reference. These were areas of law that were unfamiliar to our service. Without her we would not have a working relationship with this group of Aboriginal men.

Karen Bowley
Lawyer

OUTREACH SERVICES

VICTORIAN OUTREACH:

The HRCLS is committed to providing assistance to the community by delivering an outreach program in rural and regional North East of Victoria. At present, the HRCLS Outreach locations in the Victorian catchment are:

- **Mt Beauty:** Neighbourhood Centre, 3rd Tuesday of the month at 10.00am – 11.30am
- **Wangaratta:** UMFC, 2nd & 4th Tuesday of the month at 3.00pm – 5.00pm
- **Albury (funded by NSW PPF):** Intereach, 3rd Tuesday of the month at 1.30 pm – 3.00 pm

A client is able to speak to a lawyer about their specific issue or legal problems face-to-face (for free) for 30 minutes. The lawyer then provides advice as to the options available in order to solve their problem. Depending on the issue, the lawyer might provide some ongoing assistance, but this is done in accordance to casework guidelines. Clients are strongly encouraged to take ownership of their problems and to work with the lawyer to resolve them.

VICTORIAN OUTREACH ADVICE STATS 01/07/2013 – 30/06/2014

Mt Beauty 9

Myrtleford 3

Albury 21

Wangaratta 55

Corryong 2

VICTORIAN OUTREACH ADVICE STATS 01/07/2012 – 30/06/2013

Mt Beauty 9

Myrtleford 10

Wangaratta 63

Corryong 15

Tallangatta 1

CASE STUDY 3...

FACTS:

Client A had over 120 fines in their name, which amounted to close to \$34,000. Client A instructed that even though the car was registered in their name, it was their ex-partner that was the driver of the vehicle.

OUTCOME:

HRCLS decided that Client A's best chance of having the fine amount significantly reduced was to take the matter to Court for a Magistrate to make a decision. HRCLS prepared a brief and organised for Counsel to represent Client A at Court. Counsel made several compelling submissions on the basis of Client A's former partner accepting responsibility for the fines, and the extreme violence that was perpetrated against Client A. The Magistrate partially discharged the fines and significantly reduced the outstanding amount, thereby wiping close to \$32,000.

NSW OUTREACH:

This year we initiated the Corowa Coordinated Outreach Clinic, based on the Deniliquin Coordinated Outreach Clinic model that has been successfully running for a year. Again this has been possible due to the assistance of the Cooperative Legal Service Delivery Program of NSW Legal Aid. Every Thursday at Intereach in Corowa, and continuing in Deniliquin, there are visiting

Continued...

services such as Financial Counselling, Hume Riverina Community Legal Service, Disability Advocacy & Information Service, Family Relationship Services and a pro bono lawyer. Kell Moore provides a lawyer in Corowa and Clayton Utz in Deniliquin. With the assistance of Intereach referrals, we have noticed an increase in the number of clients using our service when we visit Corowa on the second Thursday of each month.

Our Deniliquin Outreach clinic continues to be a success and our outreach lawyer joins in with the Deniliquin Uke Group on the Wednesday night that she stays overnight in Deniliquin. This not only increases her ukulele playing skills but has also meant meeting local residents, connecting with the community and promoting the service at the same time.

Our valuable work in our NSW Outreach locations has exceeded our targets. We have provided 280 NSW face to face advices and 54 telephone advices this year.

Our Albury Wodonga Aboriginal Health Service clinics have also been successful with a consistent number of appointments and many interesting legal queries by the Men's Shed being answered with the assistance of our students. Staff have been referring clients and a future training session is planned to assist staff identify legal problems.

The Lavington and Albury outreach clinics are usually fully booked and we are enjoying the facilities of the new Lavington Library in which to give advice. Again staff are supportive and refer clients on a regular basis.

As the NSW Outreach Lawyer position is under threat due to the Public Purpose Fund being unable to continue its funding of the position, we are currently lobbying NSW politicians to see if we can find an alternative source of funding.

The current NSW Outreach program enables us to visit:

- **Albury:** Intereach, 1st Thursday of the month at 1.30 pm – 3.30 pm
- **AWAHS:** AWAHS, every Wednesday at 1.30 pm – 3 pm
- **Corowa:** Intereach, 2nd Thursday of every 2nd month at 10 am – 12 noon
- **Deniliquin:** Intereach, 3rd Thursday of the month at 9 am – 12.30 pm
- **Finley:** Intereach, 3rd Wednesday of the month at 2.30pm – 4 pm
- **Lavington:** Lavington Library, 1st Thursday of the month at 10 am – 12 noon

NSW OUTREACH ADVICE STATS
01/07/2013 – 30/06/2014

Albury 39
AWAHS 41
Corowa 17
Deniliquin 51
Finley 24
Lavington 37
Thurgoona 3

NSW OUTREACH ADVICE STATS
01/07/2012 – 30/06/2013

Albury 55
AWAHS 36
Corowa 5
Deniliquin 35
Finley 14
Howlong 1
Lavington 24
Thurgoona 24

CASE STUDY 4...

FACTS:

Our client, who had serious health concerns and was also his wife's carer and on a Centrelink benefit, was involved in a motor vehicle accident and admitted liability. There was disagreement as to cost of the damage.

OUTCOME:

HRCLS requested a waiver of the debt through the insurance company's Internal Dispute Resolution process. We were successful in having the debt waived.

DUTY LAWYER SERVICES

HRCLS continued to deliver Family Violence Duty Lawyer services at Wodonga Court on a weekly basis, with HRCLS now on the permanent Victorian Legal Aid (VLA) roster. The duty lawyer service involves attending on and representing applicants and respondents in family violence situations.

Generally our Service does not extend to conducting contested hearings, however, sometimes the HRCLS is successful in obtaining a grant of legal assistance to act in family violence contested hearings so if a matter is not resolved at first mention and has to be listed for a hearing, and clients are referred to local lawyers to conduct these hearings.

In line with the changes to VLA guidelines, our duty service is limited to advice only for Personal Safety Intervention Violence Order applicants (IVO), with the primary focus being on Family Violence applicant matters.

2013-14		
Closed involving court representation		
	(generalist)	50
	(State Project 3)	93

2012-13		
Closed involving court representation		
	(generalist)	83
	(State Project 3)	90

SUBSIDISED WILL SCHEME

The Subsidised Wills Scheme assists people with limited financial capacity and health or social issues to obtain a professionally drafted will, power of attorney and enduring guardianship by a local private solicitor at a subsidised rate.

The Scheme has been operational for several years, with the number of firms on the panel increasing every year. The local law firms recognise the importance of providing this service to the community, especially to those individuals who are our most vulnerable.

The procedure of the Scheme is as follows:

1. Client makes an appointment in the Hume Riverina Community Legal Service's (HRCLS) Subsidised Wills Clinic, which is currently held on a Thursday afternoon.
2. A solicitor from the HRCLS interviews and assesses the client's eligibility for the Scheme based on their financial circumstances and their particular vulnerability.
3. If the client is eligible, the solicitor then completes the Client Information Checklist and selects a participating local law firm.
4. The solicitor then sends a letter out to the client which includes the Client Information Checklist and applicable voucher(s) and information as to the firm they will be attending on.
5. The client then contacts the firm directly and makes an appointment to have the applicable documents drafted at a subsidised rate of \$50.00 each document, which is payable directly to the firm.

During the period of 01/07/2013- 30/06/2014, we expanded the Scheme to also include people wanting to discuss general legal issues relating to wills and power of attorneys. During the period:

- 31 people had appointments:
 - 9 people wanted general legal advice on wills and powers of attorneys; &
 - 22 people were interviewed and assessed for their eligibility for the Scheme with 19 people satisfying the criteria.

During this period, a total of **28 vouchers** were issued:

- Wills- **14** documents
- Enduring Power of Attorneys- **9** documents
- Enduring Guardianship- **6** document

In addition to the above vouchers, 9 vouchers were issued to clients on a probono basis:

- Wills- **4** documents
- Enduring Power of Attorneys- **4** documents
- Enduring Guardianship- **1** document

COLLABORATIVE & COOPERATIVE ACTIVITIES

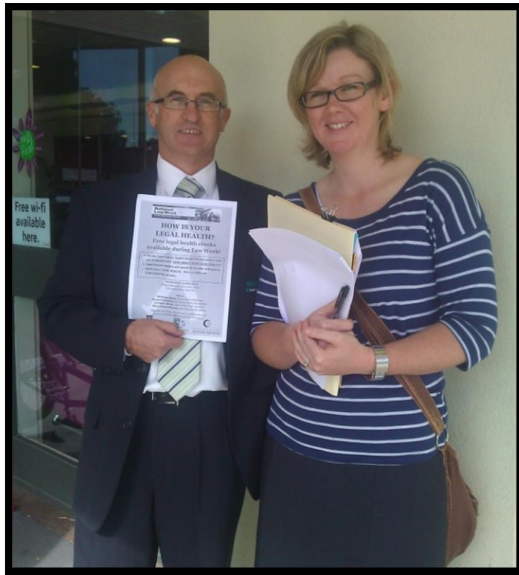
NATIONAL LAW WEEK – 2014:

National Law Week was held on 12-18 May 2014. Law Week is an annual event aimed at increasing public awareness about the law, the legal system and the legal profession as well as educating the public about the legal services available.

The HRLCS community development worker coordinated the activities across our region. Events included:

- Women in law breakfast
- Legal health checks in the libraries
- Court tours
- Free legal clinics, including specialist services, and
- Crime Scenes in the libraries.

The goal this year was to connect the community to the law. By “encouraging” people to speak with a lawyer and to check their “legal health” we were able to assist people to recognise and address potential legal problems. Our volunteer lawyers were instrumental in helping us target four local libraries on the one day.



Legal Health Checks - Ross Kearney and Lauren Howlett – volunteer solicitors at the Wodonga Library



Sascha McCorrison & Phillip Borrell – volunteer solicitors at the Lavington Library

Continued...

ALBURY COOPERATIVE LEGAL SERVICE DELIVERY (CLSD) PROGRAM:

The Albury Cooperative Legal Service Delivery (CLSD) Program aims to unite legal service providers and community organisations to improve outcomes for the socially and economically disadvantaged in our communities. The partners of the CLSD Program work together to extend services to meet emerging legal needs, develop targeted community legal education sessions, improve client referrals between agencies, develop new resources and provide training and capacity building initiatives.

The CLSD partners meet quarterly to identify and address any areas of legal need and undertake project work throughout the year. Some of our partners are Albury Police, Disability Advocacy & Information Service, Centrelink, Upper Murray Family Care, South West Tenants Advice Service, Community Justice Centre, Hume Riverina Community Legal Service and NSW Legal Aid.

Three of our successful projects this year have been:

- An employment law information session was held at the Mirambeena Community Centre which was aimed at providing information to a multicultural client base who are currently employed or looking for employment within the Albury region about their rights and responsibilities as employees. This free information session was a partnership between the Fair Work Ombudsman, Legal Aid NSW and the Albury Wodonga Volunteer Resource Bureau. Fifty two people attended.
- Breakfast and Subpoena Seminar where David Martin, an experienced local legal practitioner and mediator, addressed attendees on subpoenas. David has been a volunteer practitioner at our Deniliquin Coordinated Outreach Clinic for 18 months and has again volunteered to share his experience and expertise on this topic. To thank him for his valuable contribution, we presented David with a gold inscribed pen.
- A Corowa Coordinated Outreach Clinic commenced in February 2014 which has been modelled on the successful Deniliquin Coordinated Outreach Clinic.



CLSD Coordinator Karen Bowley presenting David Martin with his pen

Early in 2015 we will be meeting to draft our Strategic Plan.

COMMUNITY LEGAL EDUCATION ACTIVITIES

Community Legal Education continues to play a fundamental role at the HRCLS with all lawyers and staff committed to sharing information to communities to increase knowledge of the law.

In the 2013-2014 year we provided CLE on numerous topics including:

- Family law
- Ethics and professional responsibilities
- Police powers
- Family violence
- Credit and debt
- Neighbourhood disputes, and
- Wills and Powers of Attorney.

The CLE activities which we delivered reflected the generalist nature of our Service, and focused on the problem areas highlighted in our legal needs analysis (which was finalised in August 2013).

Interesting facts for the year:

- The HRCLS delivered over 119 community legal education sessions to approximately 1370 people.
- The HRCLS delivered over 59 information sessions to participants at the Family Relationship Centre.
- Over 320 people attended CLE sessions in relation to wills and powers of attorneys.
- The HRCLS co-delivered CLE activities with other organisations such as Centrelink, Dispute Settlement Centre Victoria and the Family Relationships Services.
- Numerous referrals were received at the HRCLS due to CLE activities raising legal issues for participants.
- CLE activities were delivered in remote areas such as Walbundrie, Urana, Corryong, Tallangatta and Rutherglen.



Community Legal Education session with members of the CALD community.

Continued...

SPECIALIST LEGAL SERVICES

Consistent with our CLSP plan, HRCLS hosted specialist legal services and organisations including:

- FOI Solutions – Freedom of Information and Privacy laws;
- NSW Legal Aid and the NSW Office of Fair Work Ombudsman – employment law;
- Inner City Community Legal Service – LGBTIQ Safe Relationships Awareness training; and
- Disability Discrimination Legal Service – discrimination law.

All of these sessions were open for our staff and volunteers to attend.

As a generalist community legal service it is imperative that we have excellent referral pathways and information to assist clients.



Attendees at the Disability Discrimination Legal Service information session

COMMUNITY DEVELOPMENT



The Hume Riverina Community Legal Service constantly works to ensure that we are known in the community and accessible to people with legal needs. This is often very difficult due to the large catchment area which we service.

During the 2013–2014 year, the HRCLS were actively engaged in over 40 networks and organisations to ensure that the service remained connected with the community. In addition, the HRCLS regularly attended 8 outreach locations to provide legal advice and assistance.

A regular e-newsletter was also distributed on a bi-monthly basis to numerous individuals and organisations. This distribution list continues to grow.

During this year a new HRCLS website was under construction, with thanks to a grant received from the Victorian Law Foundation. The website will aim to share information in an easily assessable manner and will be launched in December 2014.

LAW REFORM & LEGAL POLICY

There has been much discussion over whether law reform activities should be undertaken in a community legal service within various funding agreements. This is particularly the case with Commonwealth funding. Notwithstanding this, it is important for legal centres to represent clients in the best manner to achieve favourable outcomes. Sometimes this means challenging areas of law where legislation is ineffective or inappropriate in the circumstances.

In 2013-14 we continued to pursue the cross border driving anomalies and forwarded a submission to the Cross Border Commissioner.

The HRCLS also prepared submissions on various issues including driving licence disqualification and police action following breaches of Attorney powers.

A case studies register was introduced to enable case studies to be drawn upon to support various submissions, such as legislation regarding hoarding.

ADDITIONAL INCOME

We received additional income in the amount of \$20,231.61 from Legal Aid NSW for the Cooperative Legal Service Delivery program.



Upper Murray Family Care Incorporated

BOARD MEMBERS PROFILE & CONTACT DETAILS

President Greg Pearl Dip Ed, B Health Admin	Director of Infrastructure Albury Wodonga Health PO BOX 156 Wodonga, Vic 3689	02) 6058 4670 (work) 0448 554 586 (mobile) greg.pearl@awh.org.au	Appointed to the Board on 8 June 2007. Greg was appointed President on 25 October 2011. Greg is currently Director of Infrastructure at Albury Wodonga Health.
Vice President Felicity Fox BBus	21 Bells Lane Huon Vic 3689	Ph: 02 6071 8556 (home) Mob: 0409 591 846 felicity.fox@awh.org.au huonheiners@bigpond.com	Appointed to the Board on 27 th February 2012, Felicity was appointed Vice President in 2013. Felicity overseas consumer participation and research ethics at Albury Wodonga Health.
Treasurer Dean Bocquet CPA,	Principal WHK Business Services 491 Smollett Street Albury NSW 2640	Dean.Bocquet@crowehorwath.com.au Mobile 0419 221594 Work 02 60211111	Appointed to the Board on 25 th October 2012, Dean was appointed Treasurer in 2013. Dean has previously assisted UMFC in a strategic planning role before appointment to the Board. Dean has a strong background and connection to the region/community and acts as a business and taxation advisor to SME's across the country.
Member Phil Oates Dip Bus. (Acc)	7 Hall Court Wodonga, Vic 3690	02) 6024 2698 (home) philmer27@hotmail.com	Appointed to the Board on 11 October 2002. Phil is a retired accountant who was previously with the ATO. Phil is also on the board of other organisations such as Rural Housing Network.
Member Lester Sawyer B.Arch. ARAIA	PO Box 830 Albury, NSW 2640 559 Paine St Albury NSW 2640	02) 6021 8484 (work) 0414 273 584 (mobile) 02) 6021 8829 (fax) 02) 6021 3394 (home) lestersawyer@bigpond.com.au	Appointed to the Board on incorporation on 14 June 1985 but was also on the Committee of Management prior to incorporation. Lester is a past president of 5 years. Lester is an architect working in his own business.
Member Liz Heta BSW	Department of Human Services PO Box 460 Wangaratta Vic 3676	Liz.Heta@dhs.vic.gov.au Ph: 02 6055 7753 Mob: 0457 847 297	Appointed to the Board on 26 th August 2013, Liz is a Wiradjuri woman who has been an active member of the Albury Wodonga Aboriginal Community for many years. Liz is employed as an Aboriginal planner and Partnership Officer for DHS and has a background in health, HACC and community development.
Member Robyn Gillis BSc, AssDip OHS,Mas HSM , GAICD	CEO Tallangatta Health 12 Quoll Rd Baranduda Vic 3691	Ph: 0417 348 116 robyn.gillis@ths.vic.gov.au robyn.gillis@bigpond.com	Appointed to the Board on 25 October 2011, Robyn is the CEO for Tallangatta Health Service. Formerly the CEO for the Queen Elizabeth Centre Early Parenting Public Hospital Robyn also has a history of employment in Health and Safety & Environment.
Member Sunita Rama LL.B, BEc	Solicitor Rama Myers Family Lawyers 3/103 Hume Street Wodonga 3690	Ph: 02 6024 5001 Mob: 0423 660 659 stevetodorovic@hotmail.com sunita@ramamyers.com.au	Appointed to the Board on 25 October 2011, Sunita is a Family Law Solicitor in her own business Rama Myers Family Lawyers and was previously employed as a Judges Associate to Justice Kay of the Family Court Melbourne. Sunita is also a Board Member of St David's Uniting Care
CEO & Secretary Luke Rumbold BA, BSW, MSW, PhD, FAIM	C/- UMFC 29 Stanley Street Wodonga, Vic 3690	02) 6055 8030 (work) 02) 6022 8099 (fax) 0418 970 182 (mobile) lrumbold@umfc.com.au	Luke is currently the CEO of UMFC and has been with UMFC since 17 September 1984.

AUDITED FINANCIAL STATEMENTS

Generalist Services:

Funds Report 12 month 2013 - 2014

Centre : 3689

Status : Approved

Generalist Services

26/Aug/2014

NET SURPLUS/DEFICIT FROM PREVIOUS YEAR

Surplus/Deficit from previous yr	8,744.00	A.Surplus/Deficit from previous year
Approved Capital Expenditure	0.00	
Net Surplus/Deficit from previous yr	8,744.00	B.Net Surplus/Deficit from previous yr

CURRENT YEAR		12 month	YTD Budget	Variance to Date	% over Year
CLSP Income					
	Commonwealth	271,348.28	271,348.00	0.28	100.00
	State	157,980.28	157,980.00	0.28	100.00
	Service Generated Income	4,560.52	3,450.00	1,110.52	132.19
	J.Total CLSP Income	433,889.08	432,778.00	1,111.08	100.26
	K.CLSP General Purpose Income	442,633.08	K = {[(Quarterly Period)/4] x B} + J		
CLSP Expenses					
	Salaries	260,600.61	263,420.00	2,819.39	98.93
	Superannuation	25,412.13	24,943.00	-469.13	101.88
	On Costs	17,306.50	16,188.00	-1,118.50	106.91
	Rent	26,349.63	28,355.00	2,005.37	92.93
	Repairs and Maintenance	1,026.11	278.00	-748.11	369.10
	Other Premises Costs	10,520.10	9,156.00	-1,364.10	114.90
	Staff Training	1,600.90	7,000.00	5,399.10	22.87
	Staff Recruitment	61.82	500.00	438.18	12.36
	Communications	5,575.16	3,641.00	-1,934.16	153.12
	Office Overheads	3,950.96	4,319.00	368.04	91.48
	Insurance	102.00	180.00	78.00	56.67
	Finance, Audit & Accounting Fees	80.00	280.00	200.00	28.57
	Library, Resources & Subscriptions	4,455.19	1,990.00	-2,465.19	223.88
	Travel	8,401.98	8,738.00	336.02	96.15
	Programming and Planning	2,720.07	4,286.00	1,565.93	63.46
	Client Disbursements	9.00	0.00	-9.00	0.00
	Leases	0.00	0.00	0.00	0.00
	Minor Equipment	574.77	0.00	-574.77	0.00
	Depreciation	6,009.15	5,038.00	-971.15	119.28
	Other	51,519.00	51,519.00	0.00	100.00
	Salary and Related Expenses	303,319.24	304,551.00	1,231.76	99.60
	Total Operating Expenses	122,955.84	125,280.00	2,324.16	98.14
	L. Total CLSP Expenses	426,275.08	429,831.00	3,555.92	99.17
	M.Surplus/Deficit for Current Year	7,614.00	M = J - L		4,667.00
			Total Variance		

Other Income

Total funds Received from Other Bodies	20,231.61	20,232.00	-0.39	100.00
Total funds Received from Other Bodies for non-CLSP CLSIS Activities	0.00	0.00	0.00	0.00

Calculate Surplus/Deficit For Next Year

Actual Capital Exp in Current yr	0.00	P
N.Surplus/Deficit for Next Year	16,358.00	N = A + M - P

Family Law Focussed Clinical Legal Education Project:

Clinical Legal Education Project

26/Aug/2014

NET SURPLUS/DEFICIT FROM PREVIOUS YEAR

Surplus/Deficit from previous yr	20,602.00	A.Surplus/Deficit from previous year
Approved Capital Expenditure	0.00	
Net Surplus/Deficit from previous yr	20,602.00	B.Net Surplus/Deficit from previous yr

CURRENT YEAR		12 month	YTD Budget	Variance to Date	% over Year
CLSP Income					
	Commonwealth	113,762.56	113,762.00	0.56	100.00
	State	3,103.42	3,104.00	-0.58	99.98
	Service Generated Income	0.00	0.00	0.00	0.00
	J.Total CLSP Income	116,865.98	116,866.00	-0.02	100.00
	K.CLSP General Purpose Income	137,467.98	K = {[(Quarterly Period)/4] x B} + J		
CLSP Expenses					
	Salaries	22,276.98	36,758.00	14,481.02	60.60
	Superannuation	2,051.45	3,040.00	988.55	67.48
	On Costs	1,983.88	1,973.00	-10.88	100.55
	Rent	3,083.68	3,359.00	275.32	91.80
	Repairs and Maintenance	85.24	75.00	-10.24	113.65
	Other Premises Costs	1,247.97	2,352.00	1,104.03	53.06
	Staff Training	204.54	0.00	-204.54	0.00
	Staff Recruitment	0.00	0.00	0.00	0.00
	Communications	3,422.84	2,510.00	-912.84	136.37
	Office Overheads	2,048.10	2,120.00	71.90	96.61
	Insurance	11.97	49.00	37.03	24.43
	Finance, Audit & Accounting Fees	0.00	200.00	200.00	0.00
	Library, Resources & Subscriptions	375.06	155.00	-220.06	241.97
	Travel	1,042.22	1,557.00	514.78	66.94
	Programming and Planning	0.00	0.00	0.00	0.00
	Client Disbursements	0.00	0.00	0.00	0.00
	Leases	0.00	0.00	0.00	0.00
	Minor Equipment	12.68	0.00	-12.68	0.00
	Depreciation	278.85	400.00	121.15	69.71
	Other	21,149.00	72,472.00	51,323.00	29.18
	Salary and Related Expenses	26,312.31	41,771.00	15,458.69	62.99
	Total Operating Expenses	32,962.15	85,249.00	52,286.85	38.67
	L. Total CLSP Expenses	59,274.46	127,020.00	67,745.54	46.67
	M.Surplus/Deficit for Current Year	57,591.52	M = J - L		67,745.52 Total Variance

Other Income

Total funds Received from Other Bodies				
Total funds Received from Other Bodies for non-CLSP CLSIS Activities				

Calculate Surplus/Deficit For Next Year

Actual Capital Exp in Current yr	0.00	P
N.Surplus/Deficit for Next Year	78,193.52	N = A + M - P

HRCLS/FRC Partnership Project:

FRC

26/Aug/2014

NET SURPLUS/DEFICIT FROM PREVIOUS YEAR

Surplus/Deficit from previous yr	9,939.00	A.Surplus/Deficit from previous year
Approved Capital Expenditure	0.00	
Net Surplus/Deficit from previous yr	9,939.00	B.Net Surplus/Deficit from previous yr

CURRENT YEAR	12 month	YTD Budget	Variance to Date	% over Year
CLSP Income				
Commonwealth	60,007.16	60,007.00	0.16	100.00
State	1,639.74	1,640.00	-0.26	99.98
Service Generated Income	0.00	0.00	0.00	0.00
J.Total CLSP Income	61,646.90	61,647.00	-0.10	100.00
K.CLSP General Purpose Income	71,585.90	K = {[(Quarterly Period)/4] x B} + J		

CLSP Expenses				
Salaries	31,002.83	43,491.00	12,488.17	71.29
Superannuation	2,795.88	3,040.00	244.12	91.97
On Costs	1,335.19	1,973.00	637.81	67.67
Rent	3,778.59	4,105.00	326.41	92.05
Repairs and Maintenance	104.38	40.00	-64.38	260.95
Other Premises Costs	1,402.58	1,270.00	-132.58	110.44
Staff Training	148.18	0.00	-148.18	0.00
Staff Recruitment	0.00	0.00	0.00	0.00
Communications	1,772.98	1,410.00	-362.98	125.74
Office Overheads	1,120.91	1,021.00	-99.91	109.79
Insurance	14.67	26.00	11.33	56.42
Finance, Audit & Accounting Fees	0.00	200.00	200.00	0.00
Library, Resources & Subscriptions	811.41	155.00	-656.41	523.49
Travel	659.93	860.00	200.07	76.74
Programming and Planning	0.00	0.00	0.00	0.00
Client Disbursements	0.00	0.00	0.00	0.00
Leases	0.00	0.00	0.00	0.00
Minor Equipment	14.28	0.00	-14.28	0.00
Depreciation	0.00	0.00	0.00	0.00
Other	7,398.00	7,398.00	0.00	100.00
Salary and Related Expenses	35,133.90	48,504.00	13,370.10	72.44
Total Operating Expenses	17,225.91	16,485.00	-740.91	104.49
L. Total CLSP Expenses	52,359.81	64,989.00	12,629.19	80.57
M.Surplus/Deficit for Current Year	9,287.09	M - J - L	12,629.09	Total Variance

Other Income

Total funds Received from Other Bodies				
Total funds Received from Other Bodies for non-CLSP CLSIS Activities				

Calculate Surplus/Deficit For Next Year

Actual Capital Exp in Current yr	0.00	P
N.Surplus/Deficit for Next Year	19,226.09	N = A + M - P

NSW Outreach:

State Project 2

26/Aug/2014

NET SURPLUS/DEFICIT FROM PREVIOUS YEAR

Surplus/Deficit from previous yr	2,418.00	A.Surplus/Deficit from previous year
Approved Capital Expenditure	0.00	
Net Surplus/Deficit from previous yr	2,418.00	B.Net Surplus/Deficit from previous yr

CURRENT YEAR	12 month	YTD Budget	Variance to Date	% over Year
CLSP Income				
Commonwealth	0.00	0.00	0.00	0.00
State	76,647.72	76,648.00	-0.28	100.00
Service Generated Income	1,766.40	0.00	1,766.40	0.00
J.Total CLSP Income	78,414.12	76,648.00	1,766.12	102.30
K.CLSP General Purpose Income	80,832.12	K = {[(Quarterly Period)/4] x B} + J		

CLSP Expenses	Salaries	36,915.02	38,919.00	2,003.98	94.85
	Superannuation	3,539.84	3,600.00	60.16	98.33
	On Costs	2,640.63	2,337.00	-303.63	112.99
	Rent	4,790.67	5,173.00	382.33	92.61
	Repairs and Maintenance	129.62	53.00	-76.62	244.57
	Other Premises Costs	1,737.22	1,649.00	-88.22	105.35
	Staff Training	247.73	0.00	-247.73	0.00
	Staff Recruitment	31.82	0.00	-31.82	0.00
	Communications	2,201.23	1,848.00	-353.23	119.11
	Office Overheads	1,227.96	1,109.00	-118.96	110.73
	Insurance	18.21	34.00	15.79	53.56
	Finance, Audit & Accounting Fees	0.00	200.00	200.00	0.00
	Library, Resources & Subscriptions	1,007.44	310.00	-697.44	324.98
	Travel	5,070.00	1,489.00	-3,581.00	340.50
	Programming and Planning	300.00	0.00	-300.00	0.00
	Client Disbursements	0.00	0.00	0.00	0.00
	Leases	0.00	0.00	0.00	0.00
	Minor Equipment	19.12	0.00	-19.12	0.00
	Depreciation	362.07	155.00	-207.07	233.59
	Other	9,198.00	9,198.00	0.00	100.00
	Salary and Related Expenses	43,095.49	44,856.00	1,760.51	96.08
	Total Operating Expenses	26,341.09	21,218.00	-5,123.09	124.15
	L. Total CLSP Expenses	69,436.58	66,074.00	-3,362.58	105.09
	M.Surplus/Deficit for Current Year	8,977.54	M - J - L	-1,596.46	Total Variance

Other Income

Total funds Received from Other Bodies				
Total funds Received from Other Bodies for non-CLSP CLSIS Activities				
Calculate Surplus/Deficit For Next Year				

Actual Capital Exp in Current yr	0.00	P
N.Surplus/Deficit for Next Year	11,395.54	N = A + M - P

Family Lawyers Support:

State Project 3

26/Aug/2014

NET SURPLUS/DEFICIT FROM PREVIOUS YEAR

Surplus/Deficit from previous yr	4,731.00	A.Surplus/Deficit from previous year
Approved Capital Expenditure	0.00	
Net Surplus/Deficit from previous yr	4,731.00	B.Net Surplus/Deficit from previous yr

CURRENT YEAR	12 month	YTD Budget	Variance to Date	% over Year
CLSP Income				
Commonwealth	0.00	0.00	0.00	0.00
State	71,760.56	71,761.00	-0.44	100.00
Service Generated Income	2,175.00	0.00	2,175.00	0.00
J.Total CLSP Income	73,935.56	71,761.00	2,174.56	103.03
K.CLSP General Purpose Income	78,666.56	K = {[(Quarterly Period)/4] x B} + J		

CLSP Expenses				
Salaries	34,445.91	46,129.00	11,683.09	74.67
Superannuation	3,231.72	3,267.00	35.28	98.92
On Costs	2,804.08	2,120.00	-684.08	132.27
Rent	4,386.64	4,778.00	391.36	91.81
Repairs and Maintenance	121.26	41.00	-80.26	295.76
Other Premises Costs	1,987.36	1,292.00	-695.36	153.82
Staff Training	228.18	0.00	-228.18	0.00
Staff Recruitment	0.00	0.00	0.00	0.00
Communications	3,453.58	2,461.00	-992.58	140.33
Office Overheads	2,192.16	2,247.00	54.84	97.56
Insurance	17.03	27.00	9.97	63.07
Finance, Audit & Accounting Fees	0.00	200.00	200.00	0.00
Library, Resources & Subscriptions	619.54	0.00	-619.54	0.00
Travel	391.55	938.00	546.45	41.74
Programming and Planning	0.00	0.00	0.00	0.00
Client Disbursements	-2,047.12	1,000.00	3,047.12	-204.71
Leases	0.00	0.00	0.00	0.00
Minor Equipment	377.33	0.00	-377.33	0.00
Depreciation	351.85	475.00	123.15	74.07
Other	8,611.00	8,611.00	0.00	100.00
Salary and Related Expenses	40,481.71	51,516.00	11,034.29	78.58
Total Operating Expenses	20,690.36	22,070.00	1,379.64	93.75
L. Total CLSP Expenses	61,172.07	73,586.00	12,413.93	83.13
M.Surplus/Deficit for Current Year	12,763.49	M = J - L	14,588.49	Total Variance

Other Income

Total funds Received from Other Bodies				
Total funds Received from Other Bodies for non-CLSP CLSIS Activities				
Calculate Surplus/Deficit For Next Year				

Actual Capital Exp in Current yr	0.00	P
N.Surplus/Deficit for Next Year	17,494.49	N = A + M - P

Albury Cooperative Legal Service Delivery (CLSD):

Attachment 3B

Regional Coordination Service Income and Expenditure Statement - Yearly Report

Reporting Period:	1 July 2013 to 30 June 2014				
Organisation Name:	Hume Riverina CLS				
CLSD Region:	Albury CLSD				
*SURPLUS or DEFICIT from previous year (if approved in writing by Legal Aid NSW)	\$2,666				
	DETAILS:	Yearly Budget	Yearly Actual	Variance \$	Variance %
INCOME:					
*Surplus/Deficit b/fwd from previous year (+ or -)		\$ 2,666	\$ 2,666	\$0	0.0%
Grant		\$ 20,232	\$ 20,232	(\$0)	0.0%
Other - income, or reimbursement		\$ -	\$ 51	(\$51)	
Total Income		\$ 22,898	\$ 22,949	(\$51)	-0.2%
EXPENDITURE:					
Employee Related Expenses					
CLSD Regional Coordinator salary		\$ 12,923	\$ 11,517	(\$1,406)	-10.9%
Other staff-related expenses		\$ -	\$ -	\$0	
On-costs		\$ 1,846	\$ 1,895	\$49	2.6%
Sub-total Employee Related Expenses		\$ 14,769	\$ 13,412	(\$1,357)	-9.2%
Operating Expenses					
Conference/Seminars		\$ -	\$ 613	\$613	
Management fee		\$ 2,428	\$ 2,428	\$0	0.0%
Admin costs (utilities, insurance, audit, cleaning)		\$ 593	\$ 458	(\$135)	-22.7%
Rent		\$ 697	\$ 1,216	\$519	74.5%
Printing, advertising, postage		\$ 632	\$ 896	\$264	41.8%
Communications/Phone		\$ 420	\$ 1,702	\$1,282	305.1%
Travel/Venue hire/Partner Meetings		\$ 392	\$ 122	(\$270)	-68.9%
Training/Supervision		\$ -	\$ -	\$0	
Contingency funds		\$ -	\$ -	\$0	
Depreciation		\$ 242	\$ 675	\$433	178.8%
Office overheads		\$ 59	\$ 238	\$179	302.6%
		\$ -	\$ -	\$0	
Sub-total Operating Expenses		\$ 5,463	\$ 8,348	\$2,885	52.8%
Other Administrative Costs (must be less than 10% of annual funds)					
Maintenance & repairs	accounted for as 'utilites' against 'Admin costs'.	\$ -	\$ -	\$0	
Program maintenance		\$ -	\$ -	\$0	
Financial accountability	accounted for as 'utilites' against 'Admin costs'.	\$ -	\$ -	\$0	
Minor office equipment		\$ -	\$ 5	\$5	
Sundries		\$ 2,666	\$ 1,030	(\$1,636)	-61.4%
Sub-total Other Administrative Costs		\$ 2,666	\$ 1,035	(\$1,631)	-61.2%
Total Expenditure		\$ 22,898	\$ 22,794	(\$104)	-0.5%
*Surplus or Deficit to be C/fwd		-\$ 0	\$ 154	\$53	-13538%