



# annual report

## 2016-2017

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kimberley community  
legal services

**KCLS  
acknowledges  
that we work on  
Aboriginal land  
and pays respect  
to elders past  
and present.**

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## Contact us

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[@KIMBERLEYCLS](https://www.facebook.com/KIMBERLEYCLS)



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## who we are

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KCLS is an independent, not-for-profit community legal centre based in the Kimberley region of Western Australia. We provide legal advice and representation, community education, systemic advocacy, and social support services to people across the Kimberley. We strive to ensure that laws and institutions are fair on paper and in practice, that people have knowledge about the law, and that people can get reliable legal help when and where they need it. We do this in partnership with the people and communities we serve.

KCLS forms part of a national network of community-based legal services and is a member of the National Association of Community Legal Centres (NACLC) and the Community Legal Centres Association (WA).

Our **mission** is to help all Kimberley people and communities understand, navigate and influence the laws and institutions that affect our lives.

Our **vision** is dignity and justice for all people in the Kimberley.

## Our values

### EMPATHY AND RESPECT.

We will be understanding and non-judgemental, and will treat all people with acceptance and dignity, respecting culture, social and individual values and differences.

### DEDICATION AND COMMITMENT.

We will be proactive, organised and committed and persistent in our work, driven by client needs and the pursuit of social justice.

### INTEGRITY AND HONESTY.

We will be honest, fair and transparent in our dealings and will accept accountability for our actions and honour the commitments we make.

### TEAMWORK AND COLLABORATION.

We will nurture teamwork in the workplace and collaborative partnerships with others to achieve holistic services and programs.

### IMPROVEMENT AND INNOVATION.

We will continuously improve what we do, be open to feedback and always seek more innovative approaches that work better for Kimberley communities.

## Our strategic priorities

DELIVER OUTSTANDING SERVICES

STRENGTHEN COMMUNITY CONNECTIONS

BUILD A RESILIENT ORGANISATIONAL BASE

For our full strategic plan for 2018-2021, see our website [www.kcls.org.au/who-we-are](http://www.kcls.org.au/who-we-are)



# service overview

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## Demographic Profile

From our offices in Kununurra and Broome, KCLS operates across the Kimberley, a region covering **423,517** square kilometres – significantly larger than the states of Victoria and Tasmania combined.



The Kimberley has an estimated resident population of around **45,000**, which increases significantly during the dry season. About 44% of Kimberley people are Aboriginal. The population is highly dispersed among the six major towns and 185 communities across the region. Kimberley people continue to speak at least 20 Aboriginal languages, in addition to Kriol and English.

Our client communities are places of great resilience, joy, humour and dedication to family and country. They are also places grappling with the burdens of a recent history of colonial dislocation and historical injustice.





# service overview

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## Our services

- From our offices in Broome and Kununurra, we provide a generalist civil and family law service five days a week, including legal advice, representation, education and law reform work.
- We undertake regular outreach trips to all major towns and many smaller communities across the region, as follows:
  - **Weekly:**  
Wyndham
  - **Fortnightly:**  
Derby, including Derby regional prison
  - **Monthly:**  
Hall's Creek (including Warmun), Fitzroy Crossing, Bidadanga
  - **Seasonally:**  
Kalumburu, Desert communities (Billiluna, Mulan and Balgo), Gibb River Road communities (Ngallagunda, Kupungari, Imintji, Windjingayr)
  - **Other communities** depending on need.
- In the Shire of Wyndham-East Kimberley, we provide a financial counselling service to help people build their budgeting and financial management capability, and address outstanding debts and other money concerns.
- We provide a specialist tenancy advisory and education service to help people with legal problems relating to tenancies.
- We also provide an intensive tenancy support service to help people in Kununurra develop the skills and networks to maintain their tenancy in good condition.
- We were selected to deliver one of eight specialist family violence prevention units, which we are currently delivering in Kununurra using an intensive case management approach to assist victims of family violence.
- Our Indigenous Women's Program maintains a network of women Aboriginal leaders across the East Kimberley, and ensures KCLS' legal services are provided in a culturally appropriate way.



## Our practice philosophy

KCLS strives to deliver a holistic, client-centric approach to all our services.

We recognise that the communities in which we work are the product of a collision of Aboriginal and European cultures. In the Kimberley, that collision started not long ago, and it is still unfolding today.

Effective legal work in this context requires a deep willingness to listen and learn, and to ensure our advocacy stems from our client's genuine wants and needs. We are often called upon to help our clients negotiate what is essentially a foreign set of laws and institutions to them.

We seek to bring our client communities into decision-making about service design, law reform priorities and other important issues. Above all, we believe our clients are entitled to the best legal help possible, and strive to live up to that expectation.

## Our supporters

KCLS would like to acknowledge funding and in-kind contributions from the following:

### COMMONWEALTH OF AUSTRALIA

Attorney-General's Department – As part of the Commonwealth Community Legal Services Program (CCLSP), administered in Western Australia through Legal Aid WA, funds our general legal work, as well as our specialist Family Violence prevention unit in Kununurra.

Department of Prime Minister and Cabinet – funds our Indigenous Women's Program.

### STATE OF WESTERN AUSTRALIA

Department of Communities – funds our Public Tenancy Support Service and our Financial Counselling Service.

Department of Mines, Industry Regulation and Safety – funds our Tenancy Advice and Education Service

Clayton Utz – provides pro bono legal advice to KCLS and accepts client referrals on a pro bono basis

Australian National University, College of Law – supports KCLS through a volunteer hotdesk operating remotely in Canberra, plus collaborative work on research and law reform priorities

Estate of Paddy Bedford – donation of five prints to be hung in KCLS' client rooms

Artlandish Aboriginal Art Gallery – donation of five original work to be hung in KCLS' offices

The Aurora Project – coordination of legal internships at KCLS

Deakin University – provision of legal and business interns for KCLS

## KCLS board 2016-17

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**Kylie Kerin\***  
Chair from November 2016



**Jade Wade**  
Deputy Chair



**Allan Wedderburn**  
Treasurer from May 2017



**Karyn Apperley**  
Secretary



**Temali Howard\***  
Board Member



**Amanda Whitehead\***  
Board Member



**Alena Birch**  
Board Member

<b>CURRENT BOARD</b>	Meetings attended/ eligible to attend
Kylie Kerin* (Chair from November 2016)	6 of 7
Jade Wade (Deputy Chair)	8 of 12
Allan Wedderburn (Treasurer from May 2017)	9 of 12
Karyn Apperley (Secretary)	8 of 12
Temali Howard*	6 of 7
Amanda Whitehead*	3 of 7
Alena Birch	10 of 12

<b>FORMER BOARD MEMBERS</b>	
Brenda Garstone# (former Chair)	5 of 6
Yale Bolto# (former Treasurer)	3 of 6
Debbie Cain#	3 of 6
Paul O'Neill## (former Treasurer)	7 of 9

*\* appointed 31 October 2016*

*# resigned or term ended October/November 2016*

*## resigned April 2017*



# chairperson's report

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Kimberley Community Legal Service has truly earned its growing reputation this year as a role model in Australia's community legal sector. Despite navigating one of the most significant funding threats across the sector in recent years, KCLS continued to deliver genuinely connected and responsive services to benefit over 1,000 Kimberley people and their communities.

This year's Annual Report showcases the innovation and commitment of KCLS staff to deliver and shape legal, support services and systemic advocacy and education for the greatest and most relevant impact on those clients and communities we serve. In late 2016, KCLS launched our FAST program, a new service providing connected and effective support to vulnerable victims of family violence in the Kimberley. We also launched the KCLS/ANU Hotdesk this year in Canberra – a leading collaboration with the ANU College of Law, and a first of its kind for a remote civil law service in Australia. I thank volunteer consultant Judy Harrison for her energy and vision in driving this project and all the ANU students working hard to provide paralegal support in Canberra and here in the Kimberley.

In this year's report, you will also see evidence of KCLS' strong governance and financial growth, with a revitalised strategic plan and audited financial reports showing the organisation's end of year surplus. This is a significant achievement, bringing KCLS out of debt from the start of the year. I wholeheartedly thank the KCLS Board - a small but highly skilled team of dedicated volunteers. Together, we have achieved some important governance goals, and enjoyed the strategic work of planning for sustainability and creative growth of the organisation.

I congratulate and commend the leadership team within KCLS, who have supported their staff to work with integrity and excellence over the last year. Hannah Levy and Karen Grove were selected in August this year as highly-regarded Co-Principal Solicitors of KCLS, following 18 months of energetic and creative leadership and legal practice by outgoing Principal Solicitor Sarouche Razi. I congratulate and thank each of them in their work and achievements. I also warmly congratulate KCLS Aboriginal Liaison Coordinator Ruth Abdullah OAM, who was awarded an Order of Australia Medal in June this year, for a lifetime of dedicated service to vulnerable Kimberley people. Finally, I formally welcome Charles (Chuck) Berger, who joined KCLS as our new Manager of the service following a period of transition in late 2016.

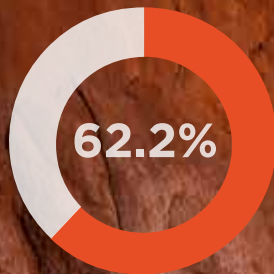
With this outstanding leadership team and willing, capable staff, Chuck has energised and strengthened KCLS' technical and digital capabilities, service delivery and relationships between staff and with external stakeholders. KCLS is now a strong position to refine strategic priorities, grow and diversify funding sources and focus and strengthen service delivery to meet the needs of a complex community and client base.

It is my pleasure to present the 2016/17 KCLS Annual Report and thank you for your support of KCLS.

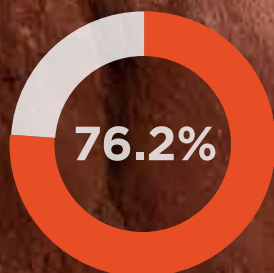


KYLIE KERIN KCLS CHAIRPERSON

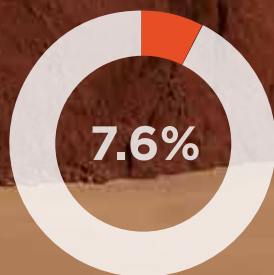
## the year in review



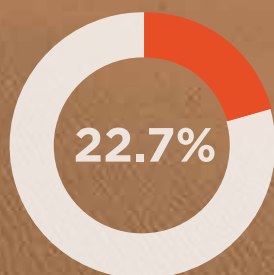
of clients were women



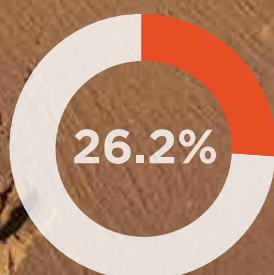
of clients were Aboriginal



of clients had a disability or mental illness



of clients were experiencing homelessness or housing instability



of clients were experiencing family violence or abuse

2016-17 was a year of many changes for KCLS. We changed to a new national data reporting framework and database. We adopted a new strategic plan. We farewelled our Principal Solicitor, Mr Sarouche Razi, and adopted a dual Principal Solicitor model. We changed the geographic emphasis of our work to better service the West Kimberley, and changed the internal structure of our social support services. We saw some funding wound back, but managed to grow other areas. We embraced an innovative new partnership with the ANU College of Law. We changed Managers, twice.

Through all of these changes, KCLS staff can be particularly proud of one thing that didn't change: our delivery of top-notch legal help for our clients.

In a report like this, it's tempting to focus on what's new and different. But the truth is that the most important thing we do every day is completely prosaic: opening the front doors and welcoming people in.

By doing this, day in and day out, we have helped 1,038 clients over the course of the year, on matters from the mundane to the life-or-death, and everything in between. We went where our clients needed us, through regular outreach to all six major towns in the Kimberley, and periodic visits to some 15 smaller communities.

Through all of this, we are continually struck by how our Western system of laws and practices remain foreign in the Kimberley. Things many Australians take for granted – like having a birth certificate and drivers' licence, being able to communicate easily in English, having a fixed address all year round, being able to receive letters and email – simply don't apply for a substantial number of our clients. We're honoured to be able to help our clients bridge the gap between these laws and institutions, and their own lived experiences and understandings of justice and fairness.

## Issues we helped clients with:

Housing	27.59%
Credits/debts & financial counselling	11.49%
Wills and estates	10.84%
Family law & child protection	9.95%
Domestic/family violence	9.87%
Injury compensation	9.06%
Traffic and vehicle offences	5.10%
Social security	2.18%
Consumer protection	2.10%
Employment	1.54%
All other issues	10.28%





## Queen's Birthday Honours for Ruth Abdullah OAM

An absolute highlight for all at KCLS last year was the recognition of the lifelong work of KCLS Aboriginal Liaison Coordinator Ruth Abdullah, who received an Order of Australia this year.

Ruth was a member of the stolen generation. Born in Derby, she was taken from her parents at age 7, and sent with her brother to St Mary's Hostel in Alice Springs. She managed later to reconnect with her family, and has dedicated her life to service for her community.

Ruth has worked in a variety of roles for Anglicare and the Department of Child Protection, but we know her best as one of the founders of KCLS. She has worked here

in different capacities since 2000, and during that time has been a role model and mentor for many Indigenous and non-Indigenous Kimberley people, and a champion for people's right to be treated fairly in our legal system.

Always modest, Ruth describes herself as "part of the furniture" of KCLS – but we say she's part of it's heart and soul instead. Thank you Ruth for everything, and congratulations!



## Broome expansion

Since the opening of our Broome office in 2013, KCLS has built a modest presence in the West Kimberley. This year, we took an ambitious step forward with an unequivocal commitment to providing an equivalent service for the entire Kimberley region.

We no longer describe Broome as a "satellite" office, but rather envision Broome and Kununurra as the hubs for service delivery across the West and East Kimberley respectively.

And we've put our money where our mouth is, with the re-allocation of resources to Broome, which has allowed us to increase our staffing in Broome to three lawyers and a part-time client service officer. And we've further highlighted the importance of the West through designating two Principal Solicitors, rather than having Broome supervised by a Principal sitting in Kununurra.

We still have a ways to go in the West, including developing long-term resources for support services in Broome, and building our membership and Board representation in the West. However, already the increased capacity has allowed KCLS to step up outreach efforts, including a new service to Bidadanga, a pilot civil outreach program to Derby Prison, and a much greater caseload in Broome itself.

## New Strategic Plan

KCLS' Board spent much of the year hard at work on a new strategic plan to take the service through to 2021. Over the course of several in-house sessions, we're excited by the new strategic direction, which is outlined on pages [2-3].

The new strategic plan has several important shifts in our practice, including:

- A clear commitment to providing an equivalent service across the East and West Kimberley;
- A desire to increase our community education and law reform work;
- A determination to involve our client communities even more closely and directly in decisions about service delivery; and

- A clear goal to diversify and increase our resource base, including by piloting direct public fundraising and philanthropic fundraising strategies.

In addition to these changes, the process of strategic planning allowed KCLS to re-examine our core mission and values. We found a strong consensus about our basic grassroots philosophy and client-centred service model, and are determined to continue to carry out these values!

## Funding Equal Justice

In response to a threatened 30% reduction in Commonwealth funding for community legal centres, KCLS participated the nationwide "Fund Equal Justice" campaign to maintain resource levels.

We would like to acknowledge the highly skilled and effective work of the National Association of Community Legal Centres, especially campaigns director Amanda Alford, for coordinating this campaign. KCLS also thanks Senator Patrich Dodson and our local member Hon. Melissa Price MP for their assistance on funding matters.

Following months of dedicated work highlighting the important of the work CLCs do in our community, the Commonwealth agreed to reverse the planned funding cuts. We would like to congratulate Attorney-General George Brandis for his willingness to listen carefully to the sector and his ultimate decision to maintain funding levels.

## ANU Hotdesk

During 2016, KCLS Principal Solicitor Sarouche Razi and Judy Harrison, a Senior Lecturer at the ANU College of Law and a KCLS pro bono solicitor, got to talking about the untapped potential of law students who are keen to help on social justice issues. KCLS accepts interns at our offices throughout the year, but there is always a limit on the number of students who can be involved in that way.

Their conversations gradually centred around the idea of having a remote “hotdesk” at ANU in Canberra, plugged in to KCLS’s office via the internet.

After a few months of organising, the hotdesk went live in April 2017, with our first-ever cohort of students doing voluntary paralegal work in Canberra, under the direction of lawyers in Kununurra and Broome. The project was delivered entirely within the existing resources of the ANU College of Law and KCLS, including a great amount of time and goodwill by our advisory group, working group, staff and of course the students themselves.

In the six months since it began operating, dozens of students have participated, and the hotdesk is rapidly becoming an integrated and indispensable part of our legal practice. Aside from regular client work, ANU interns have made major contributions to systemic research and reform efforts, including KCLS’ engagement with the inquest into Aboriginal youth suicides in the Kimberley, and KCLS’ submission to the ALRC Inquiry into Incarceration Rates of Aboriginal and Torres Strait Islander People.

The hotdesk has led to a formal partnership between KCLS and ANU, officially launched at a ceremony in August by ANU Vice-Chancellor Brian Schmidt AC, with speeches by Senator Patrick Dodson and others.





## KCLS at work: ensuring accountability in public housing

Clara\*, a 75-year-old Aboriginal woman living with her grandchildren in a public housing residence, came to KCLS seeking our help with urgently needed repairs. She told us about requesting the Department of Housing to fix up the property, where she had been living for some 20 years, but they had undertaken only the most basic of repairs.

A KCLS lawyer visited her home and confirmed that the house was not only in generally poor condition, but posed a safety risk to Clara and her family. External support posts were badly rusted, and there were large holes in the structure left unremediated by previous contractors, among a range of the serious concerns.

On Clara's behalf, KCLS asked the Department in writing to undertake immediate repairs to rectify the issues. When the Department failed to respond, KCLS formally notified the Department that they were in breach of their obligations as a landlord under the Residential Tenancies Act.

In response, the Department finally arranged some minor repairs on the house, but the major structural problems were not fixed.

Unfortunately, after inspecting the home, the Department charged Clara for damage to the property, alleging the damage was her fault. After further negotiations with KCLS, the Department had to acknowledge that their failure to maintain the property was a major contributor to its poor condition.

Ultimately, the Department decided the house was beyond repair. The debt for damage was waived, and Clara received a commitment that she would be transferred to another house.

Clara's story is typical of daily work at KCLS, which often involves our staff helping clients to navigate through bureaucracies and institutions that aren't set up with them in mind, and often don't treat them fairly.

*\*Name changed for purposes of this report*

## KCLS at work: Inquest into Aboriginal youth suicides

A death of a 10-year old girl by suicide in the remote community of Looma in 2016 was deeply shocking to the Western Australian community. In response, there was a parliamentary inquiry into Aboriginal Youth Suicide in remote areas, and an announcement from the WA Coroner that an Inquest would be held into a number of other youth deaths in the Kimberley.

The inquest was not driven by the Kimberley community, and in some cases families were not even informed ahead of time that the death of their young person would again be in the public spotlight. The families were to go through the re-traumatizing process, without being able to meaningfully be a part of the process of understanding and coming up with solutions to very complex, systemic problems.

Nevertheless, KCLS had relationships with many of these families, and in the end seven families requested that we represent them in the inquest. We acted for these families, working closely with the Aboriginal Legal Services of Western Australia, which represented other families.

The Inquest held a number of sitting weeks in Perth, and also held hearings in Kununurra, Broome, Fitzroy Crossing, and Halls Creek. We will make our final submissions later this year, and continue to hope that the inquest will lead to real change, not just another government inquiry gathering dust.

At every stage of the process, we have tried to amplify the perspective of our clients. Where the various parties attempted to frame the process in terms of deficit and dysfunction, we helped our clients' communicate their stories in terms of love for their children, and the continuing impacts of colonisation, including intergenerational trauma, institutional racism, and the need for trauma-informed responses.



## KCLS new Family Safety Team – a shift to an integrated service model

Can social workers and lawyers work together better? Can we achieve better results for our clients by combining these two disciplines into client-focused teams? This year, we took a punt on yes to those questions.

Instead of delivering practical support and legal representation through separated services, we decided to bring them together. This means that clients can get a team of people with different roles, all working to support what the client needs most.

This change wasn't without challenges. After all, social workers and lawyers come from different professional cultures, and building trust between disciplines is never easy.

Still, we've found the shift well worth it. This team-based approach means clients don't have to repeat their story as much, and don't have to ask the same questions to different people. For our part, close communication between staff internally means we're more efficient and less likely to miss important details. All that translates to a more connected-up support net for the client.

One major test of this new model was the rollout of our new Family Safety Team (FAST), funded by the Commonwealth Department of the Attorney-General through the Women's Safety Package. Launched in October 2016, the FAST team provides an integrated legal and community support service for victims and people at high risk of family violence.

Drawing on the diverse skills of our two client advocates, three lawyers and client service staff, we're able to deal more holistically with clients' goals and priorities.

The fight against family violence is a generational shift, and will require years of persistent effort to break down embedded norms of violence and their underlying causes. The FAST team is working in partnership with others in Kununurra to create a future where no form of violence is tolerated in our community.





## Kimberley Community Legal Services Inc

### COMMITTEE'S REPORT

Your committee members submit the financial report of the Kimberley Community Legal Services Inc for the financial year ended 30 June 2017.

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

Brenda Garstone (resigned 10/11/16)	Deborah Cain (resigned 10/11/16)
Yale Balto (ceased 31/10/16)	Paul O'Neil (resigned 22/4/17)
Allan Wedderburn	Karyn Apperley
Amanda Whitehead (elected 31/10/16)	Alena Birch
Jade Wade	Kylie Kerin (elected 31/10/16)
Temali Howard (elected 31/10/16)	

#### Principal Activities

The principal activities of the corporation during the financial year were to provide legal services, counselling service, tenancy advocates services, financial counselling services and community legal education outreach program.

#### Significant Changes

No significant change in the nature of these activities occurred during the year.

#### Operating Result

The surplus from ordinary activities amounted to \$6,155. The surplus for the previous financial year amounted to \$47,727.

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



Kylie Kerin, KCLS Chair



Allan Wedderburn, KCLS Treasurer

Dated this 3 day of October 2017

## STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
Revenue from Grant Funding & Operations		1,768,266	1,785,181
Unexpended Grants brought forward		193,100	(4,706)
Other Revenue from ordinary activities		988	1,981
Employee / Payroll expenses		(1,200,801)	(1,039,860)
Depreciation and Amortisation expenses		(52,581)	(44,734)
Unexpended Grants carried forward	7	(311,130)	(193,100)
Other expenses from ordinary activities		(391,687)	(457,035)
<b>Surplus / (Deficit) from Ordinary activities for the year</b>		<b>6,155</b>	<b>47,727</b>
Income tax expense	1a	-	-
<b>Surplus / (Deficit) after income tax from ordinary activities</b>		<b>6,155</b>	<b>47,727</b>
<b>Other Comprehensive Income</b>			
Items that will not be reclassified to profit or loss:		-	-
Items that will be reclassified subsequently to profit or loss when specific conditions are met:		-	-
<b>Total Comprehensive Income for the year</b>		<b>6,155</b>	<b>47,727</b>

The accompanying notes form part of these financial statements.

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

	Note	2017 \$	2016 \$
<b>ASSETS</b>			
CURRENT ASSETS			
Cash	2	511,515	427,681
Receivables	3	69,480	8,292
Prepayments		601	3,648
Credit Card Guarantee		16,442	16,109
TOTAL CURRENT ASSETS		598,038	455,730
NON-CURRENT ASSETS			
Property, Plant & Equipment	4	79,915	129,189
TOTAL NON-CURRENT ASSETS		79,915	129,189
<b>TOTAL ASSETS</b>		<b>677,953</b>	<b>584,919</b>
<b>LIABILITIES</b>			
CURRENT LIABILITIES			
Payables	5	59,460	77,171
Provisions	6	57,537	70,977
Unexpended Grants	7	311,130	193,100
TOTAL CURRENT LIABILITIES		428,127	341,248
NON-CURRENT LIABILITIES			
TOTAL NON-CURRENT LIABILITIES		-	-
<b>TOTAL LIABILITIES</b>		<b>428,127</b>	<b>341,248</b>
<b>NET ASSETS</b>		<b>249,826</b>	<b>243,671</b>
<b>EQUITY</b>			
Retained surplus / (deficit)	8	249,826	243,671
<b>TOTAL EQUITY</b>		<b>249,826</b>	<b>243,671</b>

The accompanying notes form part of these financial statements.

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from funding and operations		1,706,745	1,791,597
Interest received		988	1,981
Payments to suppliers and employees		(1,620,592)	(1,457,887)
<b>Net cash provided by operating activities</b>		<b>87,141</b>	<b>335,691</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchases of property, plant & equipment		(3,307)	(62,033)
<b>Net cash used by investing activities</b>		<b>(3,307)</b>	<b>(62,033)</b>
Net Increase / (decrease) in Cash Held		83,834	273,658
Cash at the Beginning of the Financial Year		427,681	154,023
<b>Cash at the End of the Financial Year</b>	<b>2</b>	<b>511,515</b>	<b>427,681</b>

The accompanying notes form part of these financial statements.



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the association's constitution and its members. The committee has determined the association is not a reporting entity.

The financial report has been prepared on an modified 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 significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

#### a. Income Tax

The members are of the understanding that Kimberley Community Legal Services Incorporated is exempt from Income Tax.

#### b. Property, Plant and Equipment (PPE)

##### **Cost or Valuation**

Property, Plant & Equipment are carried at cost.

##### **Depreciation**

Depreciation is provided on the straight line basis. The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

#### c. Revenue Recognition

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be reliably measured.

#### d. Grant Revenue Recognition

Government grants (including non-monetary grants at fair value) are not recognised until there is reasonable assurance that all conditions will be complied with and that the grants will be received.

Grants are recognised in the income statement over the periods necessary to match them with the related costs which they are intended to compensate, on a systematic basis.

The balance of grant income received which has not been recognised in the Income statement is recognised as a liability in the balance sheet as unexpended grants.

#### e. Cash and Cash Equivalents

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

#### f. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of the acquisition of the asset or as part of an item of expense. Receivables and payables shown in the balance sheet are recognised inclusive of GST.

#### g. Employee Entitlements

Provision is made for entitlements payable to employees on the basis of statutory and contractual requirements.

#### h. Going Concern

The future operations of Kimberley Community Legal Services Incorporated are dependant upon adequate future funding from relevant funding bodies and the association being able to pay its debts as and when they fall due.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

	2017 \$	2016 \$
<b>NOTE 2: CASH</b>		
Cash on hand	130	193
Society Bank Account	436,368	344,730
Cheque Account	959	9,245
Saving Account	74,058	73,513
	<b>511,515</b>	<b>427,681</b>
<b>NOTE 3: RECEIVABLES</b>		
Accounts Receivable	65,198	4,610
Pay Advance	600	-
Rent Receivables	3,682	3,682
	<b>69,480</b>	<b>8,292</b>
<b>NOTE 4: PROPERTY, PLANT &amp; EQUIPMENT</b>		
Plant & Equipment at cost	206,681	203,374
Less: Accumulated Depreciation	(195,395)	(186,560)
	11,286	16,814
Motor Vehicles at cost	193,305	193,305
Less: Accumulated Depreciation	(127,365)	(88,702)
	65,940	104,603
Leasehold Improvements at cost	58,232	58,232
Less: Accumulated Depreciation	(57,820)	(55,808)
	412	2,424
Furniture & Fittings at cost	31,805	31,805
Less: Accumulated Depreciation	(29,528)	(26,457)
	2,277	5,348
Total Property, Plant & Equipment	<b>79,915</b>	<b>129,189</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

	2017 \$	2016 \$
<b>NOTE 5: PAYABLES</b>		
Accounts Payable	8,236	23,231
Tax Payable	41,429	49,280
Salary Sacrifice Liability	9,795	4,660
	<b>59,460</b>	<b>77,171</b>
<b>NOTE 6: PROVISIONS</b>		
Annual Leave	57,537	70,977
	<b>57,537</b>	<b>70,977</b>
<b>NOTE 7: UNEXPENDED GRANTS</b>		
Women's Safety Package	199,794	203,148
Indigenous Women's Program (Dept of PM&C)	53,520	-
Tenancy Advice & Education Services	57,816	(10,048)
	<b>311,130</b>	<b>193,100</b>

The unexpended grants detailed above arise on the basis of allocating expenses to the listed funding bodies at managements' discretion. The excess of income received from a particular funding body plus the carried forward balance (from 2016), less the related expenses gives the figure for each in Note 7.

Due to the above the only items which will make up the final surplus / (deficit) shown in the Income Statement for the association are expenses left un-classified by management.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

	2017 \$	2016 \$
<b>NOTE 8: RETAINED SURPLUS</b>		
Retained Surplus	243,671	195,944
Surplus / (Deficit) for the year	6,155	47,727
	249,826	243,671

### NOTE 9: EVENTS AFTER THE BALANCE SHEET DATE

Since 30 June 2017, there are no matters or circumstances that have arisen which requires adjustments to or disclosure in the financial statements.



## STATEMENT BY MEMBERS OF THE COMMITTEE

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 financial report as set out on pages 3 to 8:

1. Presents a true and fair view of the financial position of Kimberley Community Legal Services Incorporated as at 30 June 2017 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Kimberley Community Legal Services Incorporated will be able to pay its debts as and when they fall due.

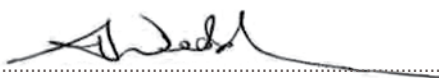
This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:

Committee Member .....



Kylie Kerin, KCLS Chair

Committee Member .....



Allan Wedderburn, KCLS Treasurer

Dated this 3 day of October 2017

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF KIMBERLEY COMMUNITY LEGAL SERVICES INCORPORATED

## Report on the Audit of the Financial Report

### OPINION

We have audited the financial report of Kimberley Community Legal Services Incorporated (the association), which comprises the statement of financial position as at 30 June 2017, the statement of profit or loss and other comprehensive income and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the committee.

In our opinion the financial statements present a true and fair view of the financial position of Kimberley Community Legal Services Incorporated at 30 June 2017 and the results of its operations and its cash flows for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and is appropriate to meet the needs of the members.

### BASIS FOR OPINION

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

### EMPHASIS OF MATTER

#### **Basis of Accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Kimberley Community Legal Services Incorporated to meet the requirements of the association's constitution and its members. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

#### **Expense Classification**

Kimberley Community Legal Services Incorporated receives funding from a number of funding bodies. As such, shared expenses on a number of occasions have been split and classified to a number of funding bodies sub accounts. The split and classification of these expenses for the financial year has been based on allocations approved by the board.

### RESPONSIBILITIES OF THE COMMITTEE FOR THE FINANCIAL REPORT

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

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

The committee is responsible for overseeing the association's financial reporting process.

## AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL REPORT

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

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



LBW Chartered Accountants



Sripathy Sarma

Principal

Dated this 3 day of October 2017









**KCLS.ORG.AU**

