

Annual Report 2019

you**th**

LEGAL SERVICE



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Acknowledgements

Youth Legal Service depends on the support of our funders and sponsors to ensure that we can achieve our strategic intentions of providing legal services, community legal education and law and policy reform for the young people of Western Australia.

Office Hours

Monday – Friday 9-00am – 4-00pm
Telephone: (08) 9202 1688

State Wide Legal Advice Line

1800 199 006
Monday – Friday 9-00am to 4-00pm

We acknowledge the support of our 2018/19 funders:

Commonwealth Community Legal Service Program
- Commonwealth of Australia

Department of the Attorney General

State Community Legal Service Program and
Criminal Property Confiscation

Department of the Attorney-General,
Western Australia

We also acknowledge the pro bono support of Push Consulting in the design and artwork of this annual report.

Youth Legal Services

Our Vision

Justice for children and young people.



youth

Overview

Youth Legal Service (YLS) is a not-for-profit organisation providing a continuous, accessible and free legal services to young people under the age of 25 across Western Australia.

Our Mission

Promoting access to justice for children and young people through representation, education, support and advocacy.

Our Values

- | | |
|------------------|--|
| Justice | We are fair, accessible and equitable |
| Integrity | We act in the best interest of young people |
| Respect | We are considerate of the needs of young people |
| Empathy | We strive to comprehend each client’s unique situation |

Clients

Youth Legal Service focuses service delivery on meeting the legal needs of young people (up to 25 years of age), families and carers of young people in need of legal assistance, and those working directly with children and youth who are important to the needs of young people.

Strategic Focus

Youth Legal Service seeks to fulfill its vision, service charter and strategic direction by offering:

- 1. Legal services to all young people in Western Australia;**
- 2. Community legal education on youth issues;**
- 3. Policy and law reform activities.**

Board Members

1 July 2018 – 30 June 2019



Kate O'Brien Deputy Chairperson

Appointed 17 May 2018, previously Chairperson from 2012 and Acting Chairperson from October 2018 to December 2018.
B Juris (Hons) LLB.
Kate was admitted to legal practice in 1977. She held senior positions as a Lawyer and a Barrister before her appointment as a Judge of the District Court of WA in 1999. She served as President of the Children’s Court from 2002 to 2004 and retired from District Court in 2010, Kate joined the Youth Legal Service Board in 2012. Kate left the Board in December 2018.



Robert Marando Chairperson

Appointed 17 May 2018, previously Deputy Chairperson from 2013 - 2017.
BES LLB
Rob holds degrees in Law and Environmental Studies. He worked at the Legal firm Jackson McDonald, including several years as a Partner, before setting up his own practice, Momentum Legal, in 2013. Rob joined the Board of Youth Legal Service in 2011. Rob left the Board in October 2018.



Barry Winmar Chairperson

Appointed January 2019 – July 2019.
MBA
Barry has over twenty years’ service delivery experience and has performed at senior levels within large organisations in government, private and not for profit sectors. Through these roles he has gained extensive management skills and knowledge of government policies and direction, including an understanding of legislative requirements. Barry has developed strong working relationships between the community and local businesses/agencies, working with government, and delivering outcomes based programs. Barry is very focused on sustainability for Aboriginal Australians, both social and economic long-term sustainable outcomes for Aboriginal people. All young Western Australians need advocates to keep them out of the Court systems and he has committed to equipping and informing young people with knowledge through educative and engaging programs.



Paul Shanahan Deputy Chairperson

Appointed January 2019 – July 2019.
B. Juris, LLB
Paul was admitted to legal practice in 1989 and has practiced in the public sector, as in-house Counsel and in private practice. Paul practices predominantly in litigation and dispute resolution, including commercial disputes, regulatory matters and administrative law matters. Paul is also a member of the Liquor Commission of Western Australia and is actively involved in pro bono work.
He joined the Board of the Youth Legal Service in 2018.



Eileen Newby Treasurer

CA CPA MAICD
Eileen is a Certified Practising Accountant and currently works as an Account Director at Michael Lurie and Associates. She joined the Youth Legal Service Board in 2013.



Stephen Hall

Board Member
Stephen has many years of experience working in the community sector. He established a youth homelessness service in Rockingham and has managed three different community legal centres.
Among other things Stephen managed the Australian Council on Smoking and Health and was instrumental in driving two key pieces of tobacco control legislation through the WA parliament. Earlier he was the Executive Officer of the Anglican Social Responsibilities Commission in WA after about a decade in the youth sector.
He blogs and has previously presented specialist programs on community radio for more than ten years. Stephen joined the Youth Legal Service Board in October 2018 and was appointed Chairperson in July 2019.



Andrew Kazim Board Member

Andrew is the Youth Practice Consultant for AnglicareWA, drawing on his extensive professional experience working with young people to guide the establishment and provision of services to young people.
He is an experienced facilitator and educator who has been providing training to community services professionals since 2010, and is passionately involved in a number of advisory roles within the youth sector.
Andrew joined the Youth Legal Service Board in 2017.



Yannick Spencer Board Member

BA (Hons) M Pub Pol.
Yannick is a business Analyst and consultant with Azure Consulting Australia. He has previously held the position of Director of Finance and Supply relations, and was the State Director of Left Right Think Tank. Yannick joined the Youth Legal Service Board in 2016. Yannick left the Board in October 2018.



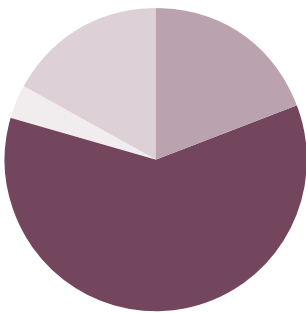
Linda Savage Board Member

BA (Hons) LLB, MA, GAICD Cert Bioethics
Linda is a lawyer and also holds a degree in Political Science. Prior to a term as a member of the WA State Parliament, she has been the Director of the Social Security Appeals Tribunal and a member of the Administrative Appeals Tribunal. She is currently convenor of the Valuing Children Initiative. Linda joined the Youth Legal Service Board in 2014. Linda left the Board in December 2018.

Staff Members

- Deanne McCulloch Director**
(left end of June 2019)
- Sally Dechow Principal Solicitor**
- Deborah Donovan Senior Solicitor**
- Julie Bain Administrator**
(left February 2019)
- Lauren Rose Administrator**
- Carol Newby Book keeper**

Grant Income 2018 - 2019



- 20% Children & Youth Lawyer Initiative Commonwealth CLC Funding \$81,607.00**
- 60% State CLC Funding (Legal Operations) \$252,819.00**
- 3% Commonwealth SACS \$14,311.00.00**
- 17% Criminal Property Confiscation \$ 71,000.00**

Reports

Chairperson's Report



Early in 2019 the Premier announced a series of targets on which his government would be judged. This included:

- Reduce youth re-offending by 2022-23, no more than 50% of young offenders will return to detention within two years of release, and
- Reduce the over representation of Aboriginal people in custody by 2028-29, reduce the number of Aboriginal adults in prison by 23% from 2017-18 numbers.

Despite continuing uncertainty about our future throughout the last twelve months Youth Legal Service has continued to offer specialist legal advice and representation to, and legal education in respect of, Western Australian children and young people.

Needless to say, these two are separate and yet inextricably linked.

The vast majority of children in the justice system have had to contend with early childhood trauma and unmitigated adverse childhood experiences. Countless studies have shown that

almost every social ill can be traced back to trauma experienced in childhood. However, the justice system often fails to recognise or understand the connection between children who have committed a criminal act and their previous exposure to trauma.

The root causes of failure are often attributed to the individual, or the family; not to failed government systems and policies. It is widely recognised that in Australia we have deeply entrenched systemic fragmentation instead of effective integration between various systems including health, justice, child protection and mental health.

To make real and substantive progress towards the Premiers 'targets' the West Australian government, academics and various community sector organisations like the Youth Legal Service need to work collaboratively to eradicate policies and

practises right across the various systems that interface with children and young people. Together we can work towards creating more humane, effective ways of working with communities, families, children and young people. This is the challenge ahead for both Government, policy makers, academics and community sector organisations.

Naturally our work is not all in the area of criminal law. As detailed elsewhere in this report YLS maintains a high level of civil law work such as traffic accidents and violence restraining orders. In addition, YLS assists young people with applications for criminal injuries compensation.

During the last year we have seen a number of changes to our Board.

I would like to thank Robert Marando, Linda Savage and Kate O'Brien who resigned from the Board this year. They all have invested significant time energy and commitment to our Board over a number of years. Their respective contributions have been exceptional and greatly appreciated. Yannick Spencer and Barry Winmar also stepped down from the Board and again I am grateful for their contribution.

I also wish to express our thanks to King & Wood Mallesons Australia for their assistance with our new Constitution.

I extend our thanks and appreciation to our various funders and supporters at a State and Commonwealth level. The viability of Youth Legal Service has been something the Board has been actively addressing in recent years; clearly, resourcing is a critical issue. YLS remains as a small specialist legal service for children and young people in Western Australia and it punches well above its weight.

I am also grateful to our staff who continue to deliver such excellent service for the young people of WA: Sally Dechow, Deborah Donovan, and Lauren Rose.

Stephen Hall
Chairperson

Acting Director's Report



This year YLS has had a few staff changes: Deanne McCulloch was appointed as Director in October 2018 and worked tirelessly in developing our new policies and procedures to comply with Accreditation Phase 2 which was achieved in March 2019. Dee left at the end of her contract and we wish her well with her future ventures.

Sally Dechow has continued as Principal Solicitor and Acting Director until the appointment of Dee McCulloch in October 2018.

Julie Bain commenced as a part-time Administrator at the beginning of July 2018. Julie left in March 2019 and we wish her well.

Deborah Donovan commenced at YLS in August 2018 as Senior Solicitor. Deborah has over 20 years' experience in criminal law and the Children's Court and has taken on numerous complex matters in the last year with energy and enthusiasm.

Lauren Rose was appointed as part-time Administrator in January 2019 while she finished her Law Degree and Practical Law Training.

Carol Newby has done YLS book keeping for the last 3 years and keeps us entertained with tales of MYOB updates and golf.

We would like to thank Shelby Eeson who has volunteered at YLS for over a year. Shelby has a degree in Criminology and was involved in a Research project for YLS and is now learning the Administrative duties.

We would also like to thank Mr Ian Weldon, Barrister who has provided us with pro bono legal advice and representation for our young people. We are very grateful for his knowledge of the case law and clear and concise submissions he has prepared over the year for two of our adult clients.

We would like to thank King & Wood Mallesons in Australia for all the legal assistance that they have provided YLS in this financial year. We are very privileged to have their immediate response to our requests for assistance and to be able to use their expertise has been invaluable.

We would like to thank Ms Helen Prince, Barrister for her assistance throughout the year for exceptional service to one of our

young people and Mr James Woodford for his pro bono support and assistance to our young people.

We would like to thank Margaret Halsmith for motivating us to revisit the issue of Mediation for child against child Restraining Orders in the Children's Court.

We would like to thank Sharryn Jackson, Executive Director at Community Legal WA (our State Association of Community Legal Centres) for her continuing advice and information over the year and to Trish Ryans-Taylor for her patience and assistance with our Accreditation process. We appreciate the support our Association provides to us.

We would like to thank Gai Walker, Manager at Southern Communities Advocacy Legal Education Service (SCALES) and all the staff who have assisted us with the running of the monthly Law Education Program at Rockingham. Gai and the staff have ensured that the Conference Room is booked for the Law Education Program and stayed back late to lock up after the program has finished. This has ensured that YLS can cater for those young people in this area where there is a demand for our services.

We would like to thank Kate O'Brien, retired Board member, for the work she has done for us over and above her Board duties which are much appreciated.

YLS continues to take on a criminal caseload focusing mainly on Children's Court matters and assisting victims of crime with Criminal Injury Compensation Applications. We have seen an increase in the number of young adults requiring legal advice, assistance and representation with driving offences this year. We continue to assist young people with legal advice and case work in civil matters and provide specific law education for young people.

Sally Dechow
Acting Director

Accreditation



National Association of Community Legal Centres Phase 2 Accreditation.

To remain a member of the National Association of Community Legal Centres, it is important that Youth Legal Service maintains a high standard of service delivery.

The National Accreditation Scheme is designed to help with more effective service delivery, by providing guidelines for quality governance and practice management. In March 2019, we passed Phase 2 of the Accreditation Scheme and proudly display the trade mark of the NACLC.

Legal services

Providing legal services to young people in Western Australia

Youth Legal Service (YLS) provides free legal advice to young people, up to 25 years of age residing in Western Australia, with the intention that the assistance we provide improves the capacity of our legal clients to manage their futures.

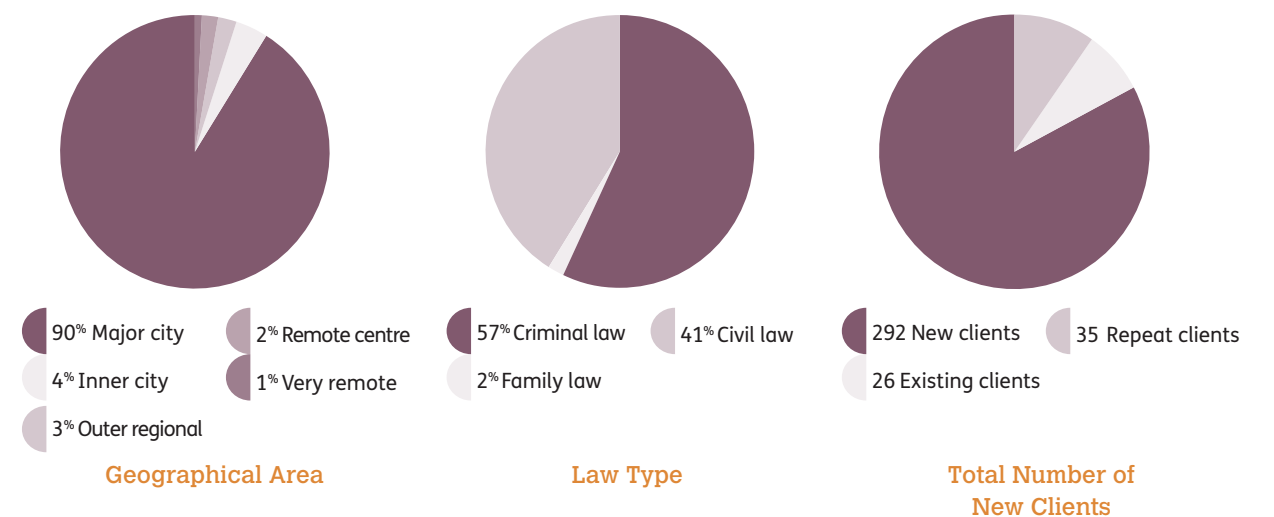
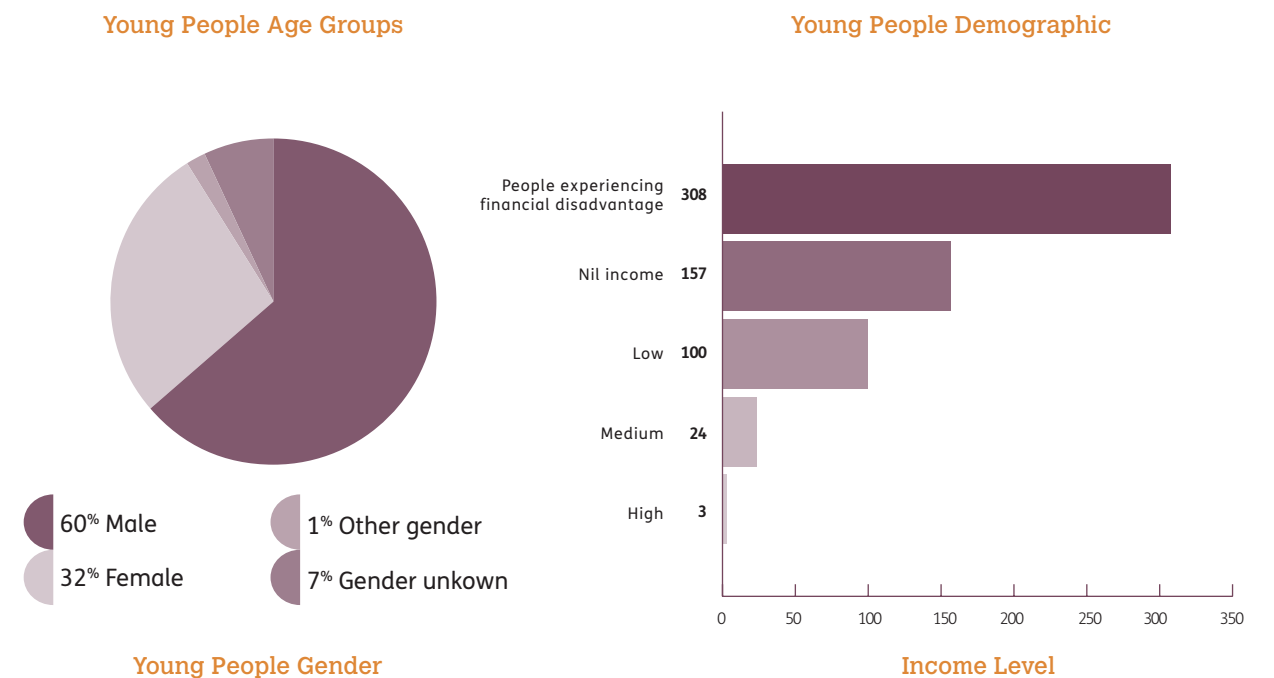
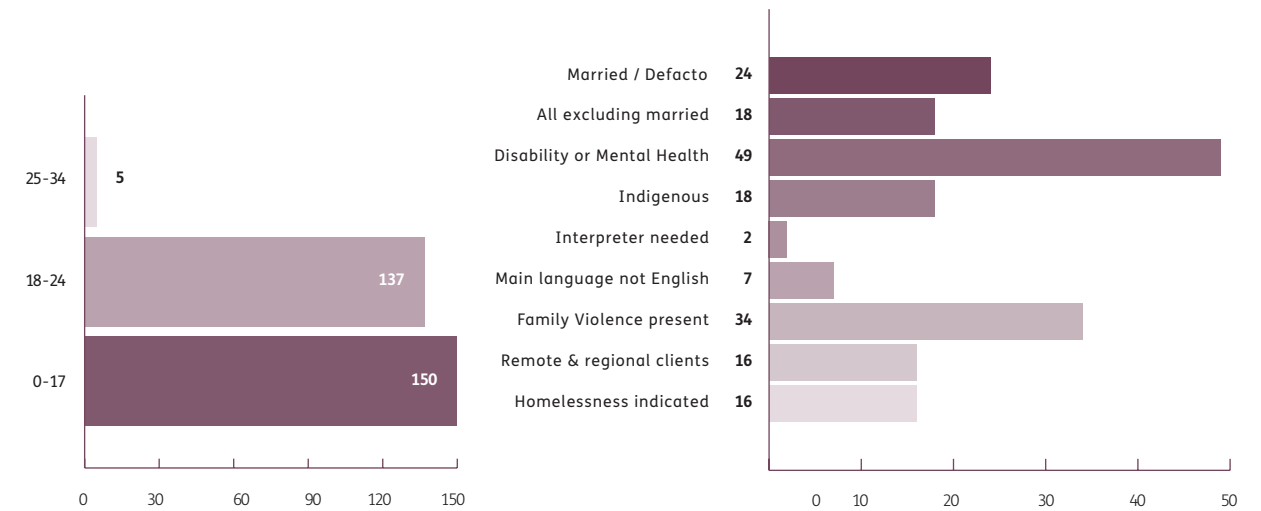
Young people living in rural, regional and remote areas can access legal advice via our state wide legal advice line – 1800 199 006 for the cost of a local telephone call, during office hours. The state wide legal advice line is funded by the State Community Legal Service Program.

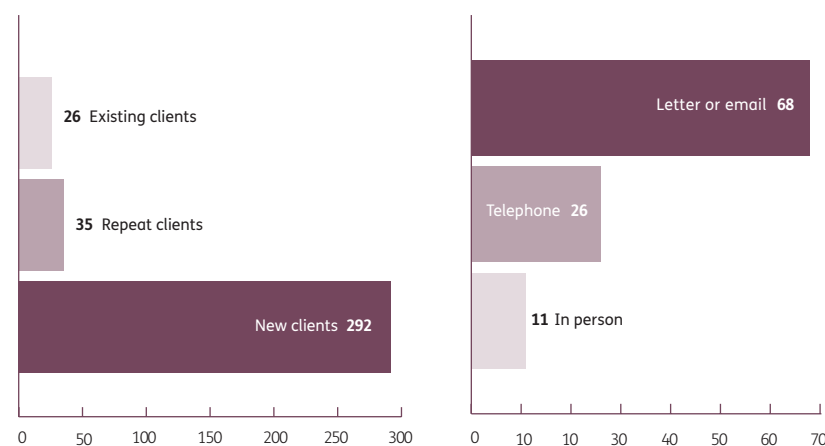
Youth Legal Service provides a legal advice and casework service to young people living in the Perth Metropolitan Area funded via the Commonwealth and State Community Legal Service Programs.

Youth Legal Service provides advice and casework as follows:

- Criminal Matters
- Credit, Debt Matters
- Civil Law Matters
- Motor Vehicle Accidents (property damage)
- Contract Law
- Criminal Injuries Compensation
- Violence and Misconduct Restraining Orders
- Leaving Home and legal issues relating to this
- Fines Enforcement issues

Client data

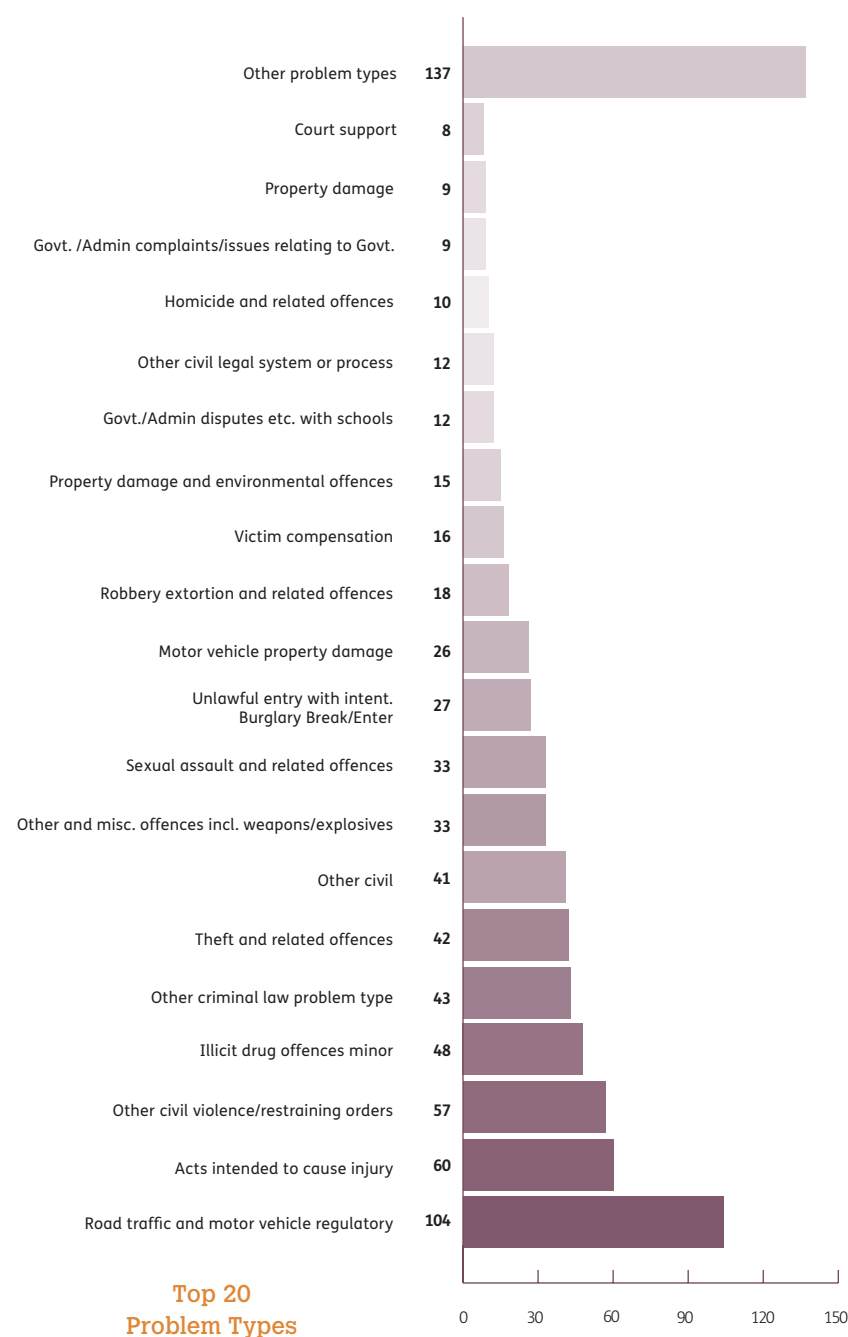




A legal task is one where more than just legal advice is given and may require the lawyer to draft a legal document, contact the other party, write a letter or send an email for the client.

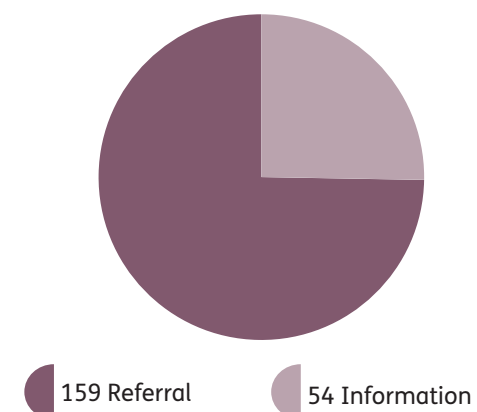
One-Off Legal Advice

Legal Task

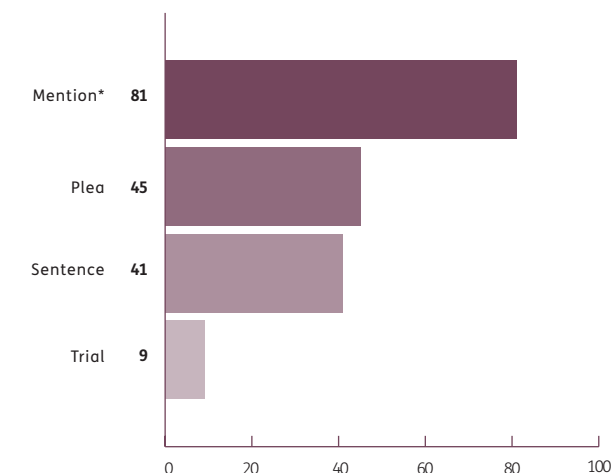


Top 20 Problem Types

Client data

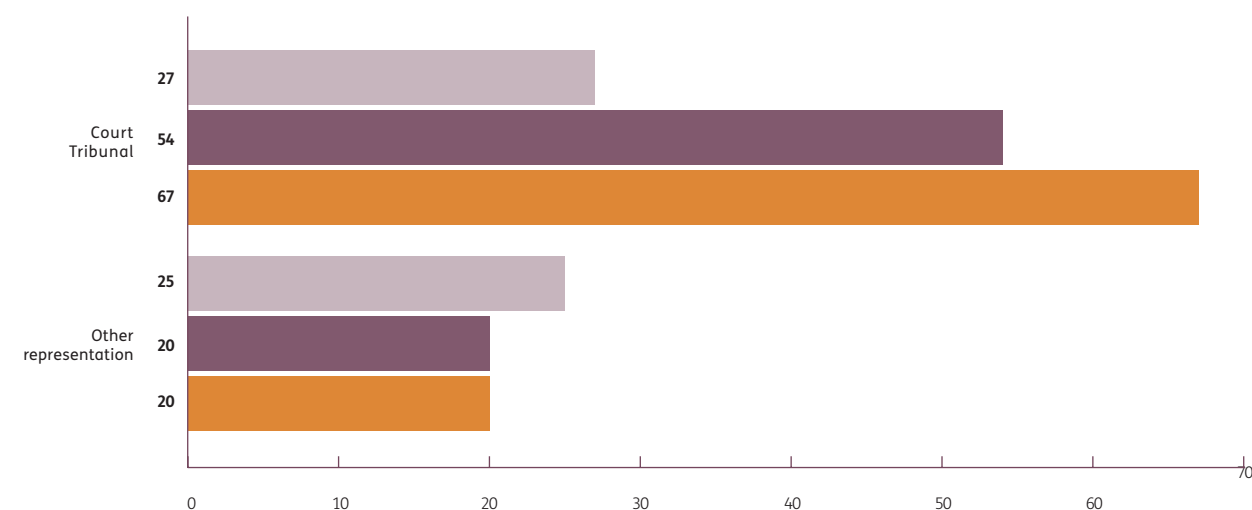


Information & Referral

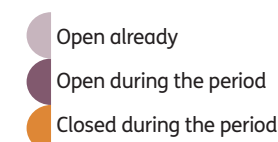


Court appearances

*Mention includes adjournment for legal advice, plea negotiation, disclosure application, jurisdictional argument, drug court attendances, status conference, objection mention date (restraining orders).



Court tribunal or Other representation



Court Tribunal is where a file is opened for a criminal matter or restraining order which requires appearances in court.
Other representation is where a file is opened for a matter and requires ongoing case work but not necessarily an appearance in court.

Case Studies

The ramifications of conviction and mandatory 6 months disqualification for Reckless Driving was considerable given that both boys relied upon their licence to travel on a weekly basis from their families' farms in the country to Perth for the purpose of study, part-time work and participation in sport.

Youth Legal Service was contacted by an 18 year seeking legal advice. He and his friend were both charged with Reckless Driving as a result of an incident that occurred when they were driving home in the afternoon to get changed and attend football training. The second car was travelling about

10 seconds behind the first vehicle. The cars were not travelling side by side. The road conditions were very wet as it was raining heavily. As both cars accelerated from the corner to turn right and park on the verge outside their home, the wheels spun on the wet road for approximately 3 or 4 metres. There were no on-coming vehicles. The road was clear of other traffic. Police were further up the road attending to a car accident. Shortly afterwards, the police

came up to both boys & told them they would be charged and have their cars impounded for 28 days. Neither boy had ever been charged with any offence before and were shocked and concerned at what would happen as both held a Probationary Driver's Licences and were hoping to obtain training and work commencing in 2019 which would require a driving licence.

Both boys attempted to get legal advice through private lawyers but were not able to afford the

estimated cost of advice and representation.

Initially, Youth Legal Service agreed to represent one of the boys in an attempt to negotiate this matter with the police.

After some delays in making contact with the arresting officer, it was possible to negotiate a downgrading of the charge to one of Making Excessive Noise. At this point, Youth Legal Service agreed to represent both boys as there was no dispute as to the factual circumstances and the police were willing to offer the benefit of the negotiated downgrading of the charge to both boys.

When the matter was finalised before the Magistrates Court, both clients pleaded guilty to the lesser charge of Making Excessive Noise. A fine was imposed together with a minimum disqualification of 3 months. Perhaps most importantly, the Magistrate agreed with the submission that it was appropriate to grant a Spent Conviction. This submission was not opposed by the Prosecution.

Both the clients and their families were appreciative of the negotiated outcome and the fact they had been able to access advice and representation – something which they had originally thought was beyond their financial means. Youth Legal Service met a need in representing clients who could not access Legal Aid but required detailed advice and representation in relation to a matter which could have a serious impact in terms of penalty.



In 2012, we commenced an Application for Criminal Injuries Compensation for a young person who had been a victim of emotional, psychological and physical abuse by her mother and step-father. Both parents were drug addicts and supported their habit by crime (dealing in stolen goods, burglaries, and selling drugs). The young person was physically abused by her parents who would bash her regularly and she would witness many incidents of family violence between her 2 parents.

Eventually, the young person and her siblings were all taken into the care of the CEO and our client says that her life improved considerably. This is a very common scenario for many young people who end up in the care of the CEO.

Unfortunately, our client's mental health was fragile and she decided to discontinue her Application and her file was closed in 2013.

In 2018, the young person recontacted YLS and although

Our client grew up deprived of food, was required to be a parent to the young siblings and deprived of an education as the family was evicted nearly every 6 months and would be homeless, living in a car, or staying with friends of her parents.

she was now 25, we agreed to re-open her file and continue to prepare her Application. Our client subsequently received the maximum award of \$150,000. We hope this goes some way towards assisting her in recovering from the trauma associated with her childhood.

We were happy to have helped this young person even though it took 6 years.

Exploring alternatives to child restraining orders

This year Youth Legal Service commenced a pilot program to conduct 5 mediations for child against child restraining orders.

It has been recognised by the Children's Court that the nature of the restraining order applications has changed in recent years. Applications relating to school bullying, online bullying, fallout from girl groups or boy groups and related issues are now coming before the court in much greater numbers.



Young people learn that cooperative conflict resolution can be done in a way that focuses on and maintains the humanity of each participant. People come to realise that agreement can be reached whereas the outcome of legal action is likely to entrench disagreement.

In the last year, YLS Lawyers have represented young people who have had an interim restraining order granted against them by another student at school. There may be a history of animosity and violence by both parties, yet one of the students is prevented from attending school while the interim restraining order is in force. This may be because the young person is restrained from coming within 100 metres of the protected person or because they are restrained from attending the protected person's school which is also their own school.

The *School Education Act 1999* requires a person of school age to attend school on school days. Schools aim for a 95% attendance rate in order to maximise the educational benefits for the student. However, a Restraining Order can mean the child respondent cannot attend their school. We know of one student who could not attend his school for 5 months and had to go to a public library each day or spent the day at home alone. Another student was unable to attend school for 2 months before enrolling in another school and then returning to his old school once the matter was settled by way of a Mutual Undertaking.

This year the President of the Children's Court, Judge Wager put together a Sub-Committee to address issues relating to the volume of these matters. Representatives of the Department of Education were involved along with lawyers

from Legal Aid WA, YLS, Aboriginal Legal Service, a Children's Court Magistrate and the Judge. The Sub-Committee was brought together to see what ways would be effective in keeping respondent children at school, to provide information to prospective applicants, respondents and their parents about restraining order process and to offer alternatives to a restraining order either before the parties attend court or at court.

As a result of this, the Children's Court in Perth has recently completed a same school Mediation Pilot in cases where a Magistrate considers it appropriate. Parties have been offered referral to an external assessment for suitability for mediation, followed by mediation when each of the participants agree and when the mediator assesses the circumstances as suitable in a bid to resolve the issues without the need for further court appearances or a determination by trial which Youth Legal Service has agreed to co-ordinate.

Margaret Halsmith who is nationally accredited (NMAS) and registered mediator and has conducted 2 successful Mediation Programs for us in 2005 -2006 and 2009 - 2010 has been our Mediator in this Pilot Program.

Margaret explains the Mediation process below:

"Mediation is a process which provides participants the opportunity to listen and talk to each other in a respectful and safe environment with the help of a trained mediator.

Mediation is often a successful way to resolve issues because it is a fair way to talk about the issues that the young person has, is focused on the young person's future, it is the young people who make the decisions and it is a positive approach.

Success in mediation comes in many forms. Possibly the most successful mediations are those from which participants withdraw well before the agreement-reaching stage, typically with the comment such as 'We don't need mediation; we can figure this out ourselves.'

Other frequent successful mediation outcomes occur when one participant reaches the conclusion that they aspire to neither a cooperative resolution nor a determination that would result in a right/wrong outcome. On the basis of what they have heard and said at mediation they decide to resolve the situation by removing themselves from it. In the YLS setting, this may mean moving schools.

Success in mediation is also characterised by participants reaching agreements on the issues that with the help of the mediator they have identified. As well as reaching agreements regarding safe and respectful interaction, young people also decide on the period for which the agreements will be in place.

Success in mediation affects many people. The young people who participate in mediation talk about feeling more relaxed at school, both in class and moving between classes; being able to enroll in subjects that interest them knowing that they will be able to focus on their study rather than on each other; receiving a positive response from prospective employers having successfully mediated a conflictual situation compared with being excluded from some employment if a restraining order has been granted.

>Mediation.

Young people also report that parents and other family members comment that during and following the mediation, the household becomes more settled. Likewise mediation participants report that teachers and fellow students make similar comments.

Mediation programs are established in other courts in Western Australia. An outcome reached cooperatively and that sets up a structure for cooperative interaction going forward is beneficial to the peace of mind of all.

It is particularly beneficial for young people who are at that stage of their cognitive and emotional development in which they develop a sense of themselves, that is their identity.

A society that comprises young people and young adults who think of themselves and their peer group as optimistic, confident and cooperative is a society in which relationships add value. Contrast this with a society in which relationships are premised in power struggles and clashes of entitlement resulting from adversarialism.

Mediation disengages participants from the concepts of power and entitlement by focusing on what it is that is important to each of the young people and building an agreement that addresses constructs that are mutually important."

Should the pilot program prove successful, YLS will make a funding application to continue this program in the next financial year.

Community Legal Education

Community legal education (CLE) is an integral component of our service delivery premised on our belief that by educating our clients, they are informed and supported to make better choices.

Our goal is to provide and produce clear, accurate and practical community legal education resources and workshops to help young people to understand and exercise their legal rights.

The Youth Legal Service conducts a monthly Law Education Program for young people who have been referred to the Juvenile Justice Team, by the court or police. The young person is given an action plan which may involve attending one of our Law Education sessions.

This year, the Youth Legal Service is conducting an additional Law Education Program once a month in Rockingham in addition to once a month in Perth.

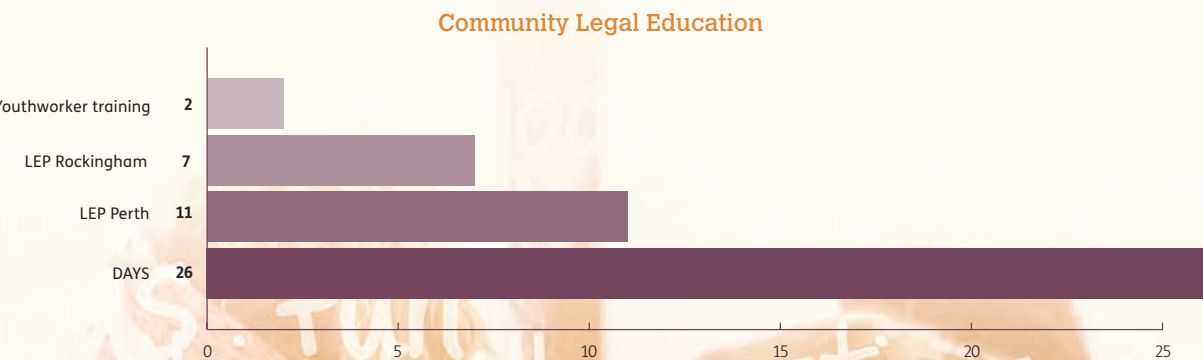
The Youth Legal Service has continued to conduct weekly law education programs and legal clinic at the Drug & Alcohol Youth Service for young people in detoxification and once every 12 weeks at the Drug & Alcohol Youth Service Rehabilitation Centre.

The Youth Legal Service has conducted 2 Youth Worker Training programs at Youth Beat Hub.

The Youth Legal Service conducted 46 community legal education workshops to young people under the age of 25 in the 2018/19 financial year.

Participant feedback from Law Education Program 2018/2019

Questions	Strongly Agree	Agree	Disagree	Strongly Disagree
The workshop helped you to learn about how crime affects other people	21	19	–	–
The workshop helped you to understand how crime affects our society	22	16	1	–
You learnt about your legal rights and responsibilities	12	19	–	–
The workshop increased your understanding of the juvenile justice system	18	19	2	–
You learnt something useful from your contact with Youth Legal Service	24	15	–	–
The presenters were effective	22	16	–	–



Law Reform Collaboration

The Youth Legal Service has prepared 3 reports this year.

Law Reform are activities undertaken to change the law or legal process to improve the provision of legal assistance services.

1. Submissions to CLCWA for the State Solicitor’s Office on Pro Bono work as a requirement for Government Tenders.
2. Submissions to the Department of Justice in respect or a review of the Criminal Injuries Compensation Scheme in Western Australia.
3. Submissions to the Standing Committee on Environment and Public Affairs: Inquiry into children and young people on the Sex Offenders Register – is mandatory registration appropriate.

Overview of cooperative/collaborative activities with other local service providers

YLS has continued to develop collaborative partnerships with agencies with which it has on going relationships, other community legal centres, youth agencies, the government, youth sector including Local Government.

Stakeholder engagement

The Lawyers at the Youth Legal Service have participated in relevant forums to improve the co-ordination and delivery of legal assistance services for young people. This year the Lawyers have engaged in 30 stakeholder engagements including:

1. Member of the Children’s Court Violence Restraining Order List Communication Strategy Sub-Committee.
2. Attending a workshop with the President of the Australian Human Rights Commission for those who represent Aboriginal & Torres Strait Islander clients about Australia’s federal human rights system, how it’s working and how it could be improved.
3. Attending quarterly meetings with Principal Solicitors from all CLCs in Western Australia about current risk management issues and the NACLC Risk Management Guide.
4. Meeting with Robert Cornall AO about Veteran’s Advocacy and Support Scoping Study. (Note that many Australian Defence Force members are under the age of 25).
5. Attending quarterly meetings with Managers from all CLCs in Western Australia with the goal of maintaining a sustainable and successful Community Legal Sector.
6. Bi-yearly meetings with the Francis Burt Law Education Programme Education Sub-Committee focusing on Education and Community Services.



Reports



Treasurer's Report

Youth Legal Services is mainly funded through grants and only minor income is generated from other sources. The terms of the funding agreements dictate the deployment of income received. Unfortunately, the funding agreements remain short term and the current agreement ceases on 30 June 2020. Short term funding means organisations cannot easily employ long term plans.

As Youth Legal Services is a service organisation, it is not surprising nearly 74% of our costs are directly related to the employment of staff.

The organisation strives to keep overhead costs to a minimum so we can maximise the spending on service provision. We have been fortunate to secure suitable premises at a relatively low cost.

At the end of June, Youth Legal Services had not spent all the received funds and these have been carried over into the current financial year (\$63,796). These funds, together with the 2020 year funding provide an increased opportunity to provide additional services.

Our equity is just over \$200,000 and this provides the organisation with a small buffer to fund working capital and asset replacement. The IT equipment is well beyond its useful working life and no longer 'fit for purpose'. An upgrade of the IT equipment is occurring in the 2020 financial year and will enable Youth Legal Services to provide its services with greater efficiency and meet our government reporting requirements.

Eileen Newby
Treasurer

Youth Legal Service Inc.

ABN: 70 881 386 304

Income Statement For the year ended 30 June 2019

	2019 \$	2018 \$
REVENUE		
Funding and grants	362,561	422,672
Other Income	20,584	20,891
Interest earned	2,790	1,477
TOTAL REVENUE	385,935	445,040
EXPENDITURE		
Accounting & Audit	9,083	7,762
Bank charges & interest	292	497
Consultancy	22,000	60
Depreciation	677	17,569
Disbursements	74	30
Fine	–	840
Minor Equipment	672	625
Insurance	3,517	8,382
Library & Memberships	8,812	10,844
Loss on disposal of assets	2,585	1,874
Office Overhead	17,360	13,473
Rent & Other Premises Costs	25,061	46,313
Salaries & Staff Costs	283,260	230,079
Staff development	1,355	–
Telephone	6,373	7,647
Travel and Accommodation	1,730	756
TOTAL EXPENDITURE	382,852	346,751
NET SURPLUS FOR THE YEAR	3,083	98,289

Youth Legal Service Inc.

ABN: 70 881 386 304

Balance Sheet As at 30 June 2019

	2019 \$	2018 \$
CURRENT ASSETS		
Cash and cash equivalents	305,396	219,795
Security deposits	10,960	5,000
Prepayments	5,113	2,772
TOTAL CURRENT ASSETS	321,469	227,567
NON-CURRENT ASSETS		
Property, plant and equipment	880	4,142
TOTAL NON-CURRENT ASSETS	880	4,142
TOTAL ASSETS	322,349	231,709
LIABILITIES		
CURRENT LIABILITIES		
GST Liabilities	8,106	7,344
Trade and other payables	17,179	7,170
Funding/Grants in Advance	63,796	–
Provision for annual leave	13,048	7,159
TOTAL CURRENT LIABILITIES	102,129	21,673
NON-CURRENT LIABILITIES		
Provision for long service leave	18,617	11,516
TOTAL NON-CURRENT LIABILITIES	18,617	11,516
TOTAL LIABILITIES	120,746	33,189
NET ASSETS	201,603	198,520
EQUITY		
Retained earnings	198,520	100,231
Surplus for the year	3,083	98,289
TOTAL EQUITY	201,603	198,520

The accompanying notes form part of the financial statement.

Youth Legal Service Inc.

ABN: 70 881 386 304

Statement of Changes in Equity For the year ended 30 June 2019

	Retained earnings \$	Total \$
Balance at 1 July 2017	100,231	100,231
Total comprehensive profit for the 2018 year	98,289	98,289
Balance at 30 June 2018	198,520	198,520
Total comprehensive income for the 2019 year	3,083	3,083
Balance at 30 June 2019	201,603	201,603

Youth Legal Service Inc.

ABN: 70 881 386 304

Statement of Cash Flows For the year ended 30 June 2019

	2019 \$	2018 \$
Cash flows from operating expenses		
Reciepts from grants and funding agreements	446,941	443,563
Payments to suppliers and employees	(364,130)	(347,176)
Net cash flows provided by operating activities	82,811	96,387
Cash flows from investing activities		
Interest received	2,790	1,477
Sales of property, plant and equipment	–	330
Net cash flows provided by investing activities	2,790	1,807
Net increase in cash and cash equivalents	85,601	98,194
Cash and cash equivalents at the beginning of the financial year	219,795	121,601
Cash and cash equivalents at the beginning of the financial year	305,396	219,795
Reconciliation from cash flows from operations		
Operating Surplus	3,083	98,289
Non-operating cash flows in net profit		
Depreciation	677	17,569
Assets written-off	2,585	1,460
Interest Received	(2,790)	
Change in Assets and Liabilities		
(Increase) / Decrease in debtors	–	(2,225)
(Increase) / Decrease in prepayments & deposits	(8,301)	5,448
(Increase) / Decrease in provisions	12,990	(12,831)
(Increase) / Decrease in payables & funding in advance	74,568	(11,323)
Net cash provided by operating activities	82,811	96,387

Youth Legal Service Inc.

ABN: 70 881 386 304

Notes to and forming part of the Financial Statements For the year ended 30 June 2019

Note 1 - Statement 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 Incorporation Act 2015 (WA)* and the *Australian Charities and Not-for-profits Commission Act 2012*. The Board of Management has determined that the association is not a reporting entity.

The financial statements have been prepared in accordance with the following mandatory Australian Accounting Standards applicable to entities reporting under the *Australian Charities and Not for Profits Commission Act 2012* and the significant accounting policies disclosed below, which the directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with those of previous periods unless stated otherwise.

AASB 101	Presentation of Financial Statements
AASB 107	Cash Flow Statements
AASB 108	Accounting Policies, Changes in Accounting Estimates and Errors
AASB 1031	Materiality
AASD 1040	Interpretation of Standards
AASB 1054	Australian Additional Disclosures
AASB 1058	Income for Not for Profit Entities

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.

Income Tax

The Association is exempt from income tax under the provisions of Section 50-5 of the *Income Tax Assessment Act 1997*.

Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the assets fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the asset’s carrying value over it’s recoverable amount is recognised in the income and expenditure statement.

Employee Benefits

Provision is made for the association’s liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

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.

Revenue and Other Income

Grant revenue is recognised in the statement of comprehensive income when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Donations and bequests are recognised as revenue when received.

Interest revenue is recognised as it accrues using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

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

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Funding/Grants in Advance

All grants are bought to account as income when received, unless they relate to future years in which case they are recognised as income in the year expended.

They appear in the Balance Sheet as a liability - Funding/Grants in Advance.

Note 2 - Employee Entitlements

The amounts expected to be paid to employees for their pro-rata entitlement to annual leave and long service leave are accrued annually at current pay rates, having regard to period of service.

The amounts provided for as a current liability at 30 June 2019 are as follows:

Provision for annual leave	\$13,048
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The amounts provided for as a non-current liability at 30 June 2019 are as follows:

Provision for long service leave	\$18,617
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The amount owing for sick leave at 30 June 2019, which is not accrued in the accounts is \$19,359.

Note 3 - Related Party Transactions

Consultancy fees were paid to the following related party of the former director, Ms D McCulloch for the year ended 30 June 2019:

Clark Corporate Consulting paid \$12,000 for the provision of consultancy services in relation to accreditation of the Association with the National Council at Community Legal Centres.

Justice for children and young people.



Youth Legal Service

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We wish to acknowledge the traditional custodians of the land we work upon, the Whadjuk people and acknowledge and respect their continuing culture and the contribution they make to the life of this region.

Created pro bono by Push Consulting who have 20 years experience in delivering positive results for For-Purpose organisations across a wide range of strategic and communication support areas.

Every year we dedicate a fixed time budget to support organisations.

If you would like to take advantage of this please contact giles@pushconsult.com.au

We'd love to chat with you :)

www.pushconsult.com.au