

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF WOMEN'S LEGAL SERVICE VICTORIA INC.

Opinion

I have audited the accompanying financial report, of Women's Legal Service Victoria Inc., which comprises the assets and liabilities statement as at 30 June 2017, statement of changes in equity, statement of cash flows and the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and the certification by members of the committee.

In my opinion, the accompanying financial report of Women's Legal Service Victoria Inc.:

- a) gives a true and fair view of the association's financial position as at 30 June 2017 and of its financial performance for the year then ended; and
- b) complies with Australian Accounting Standards to the extent described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Reform Act 2012 (Vic).

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the association in accordance with the Associations Incorporation Reform Act 2012 (Vic) and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my 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 for the purpose of fulfilling the association's reporting responsibilities under the Associations Incorporation Reform Act 2012 (Vic). As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibility of the Committee for the Financial Report

The committee of the association are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 of the financial report is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 (Vic) and the needs of the members. The committee's responsibility also includes such internal control as the committee determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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

Auditor's Responsibility for the Audit of the Financial Report

My 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 my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with 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 the financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I 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 my 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 responsible entities' 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 I conclude that a material uncertainty exists, I am 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 my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions that may cause the 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.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Sean Denham

Dated: 15th September 2017
Suite 1, 707 Mt Alexander Road
Moonee Ponds VIC 3039

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

FINANCIAL STATEMENTS

FOR THE YEAR ENDED
30 JUNE 2017

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

FINANCIAL STATEMENTS

FOR THE YEAR ENDED
30 JUNE 2017

CONTENTS

ITEM	PAGE
Income and Expenditure Statement	1
Assets and Liabilities Statement	2
Statement of Changes in Equity	3
Statement of Cash Flows	4
Notes to and forming part of the accounts	5 - 9
Statement by Members of the Board	10
Independent Auditors Report	11 - 12
Certificate by Members of the Board	13

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED
30 JUNE 2017

	Note	2017 \$	2016 \$
INCOME			
Grant Income - Operating Funding Commonwealth		1,139,064	1,070,086
Grant Income - Operating Funding State		405,588	405,184
Grant Income - Project Funding CLSP		295,921	222,427
Grant Income - Project Funding Other		764,084	424,301
Interest Income		60,820	47,289
Legal Education		42,750	54,529
Legal Services		24,756	29,832
Other Income		85,764	64,139
Membership - WLSV		27	327
Philanthropic Donations		32,200	20,986
Recoupment from FLLS		171,199	155,922
		<u>3,022,173</u>	<u>2,495,022</u>
EXPENDITURE			
Employee benefits expense		2,011,371	1,614,046
Depreciation expense		50,787	51,333
FLLS Costs		385,327	365,671
Rental expense		135,855	113,528
Other expenditure		282,688	296,357
		<u>2,866,028</u>	<u>2,440,935</u>
Surplus (Loss) before income tax		156,145	54,087
Income tax expense		-	-
Surplus (Loss) after income tax		156,145	54,087
Retained Surplus (Losses) at the beginning of the financial year		598,996	544,909
Retained Surplus (Losses) at the end of the financial year		<u>755,141</u>	<u>598,996</u>

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

ASSETS AND LIABILITIES STATEMENT
AS AT 30 JUNE 2017

	Note	2017 \$	2016 \$
CURRENT ASSETS			
Cash and cash equivalents	2	2,288,083	1,963,072
Trade and other receivables	3	159,423	106,151
Financial assets	4	59,709	90,863
TOTAL CURRENT ASSETS		<u>2,507,215</u>	<u>2,160,086</u>
NON-CURRENT ASSETS			
Property, plant and equipment	5	188,638	199,993
TOTAL NON-CURRENT ASSETS		<u>188,638</u>	<u>199,993</u>
TOTAL ASSETS		<u>2,695,853</u>	<u>2,360,079</u>
CURRENT LIABILITIES			
Trade and other payables	6	252,130	195,258
Provisions	7	159,465	131,833
Grants in advance	8	1,163,687	1,084,523
TOTAL CURRENT LIABILITIES		<u>1,575,282</u>	<u>1,411,614</u>
NON-CURRENT LIABILITIES			
Provisions	7	275,430	259,469
TOTAL LIABILITIES		<u>1,850,712</u>	<u>1,671,083</u>
NET ASSETS		<u>845,141</u>	<u>688,996</u>
MEMBERS' FUNDS			
Capital Replacement Reserve		90,000	90,000
Retained Surplus		755,141	598,996
TOTAL MEMBERS' FUNDS		<u>845,141</u>	<u>688,996</u>

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED
30 JUNE 2017

	Share Capital	Reserves	Retained Earnings	Total
	\$	\$	\$	\$
Balance at 1 July 2015	-	-	544,909	544,909
Surplus attributable to the entity		-	54,087	54,087
Other comprehensive income		-	-	-
Shares issued	<u>-</u>	<u></u>	<u></u>	<u>-</u>
Balance at 30 June 2016	-	-	598,996	598,996
Surplus attributable to the entity			156,145	156,145
Other comprehensive income		-	-	-
Shares issued/(forfeited)	<u>-</u>	<u></u>	<u></u>	<u>-</u>
Balance at 30 June 2017	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>755,141</u></u>	<u><u>755,141</u></u>

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED
30 JUNE 2017

	Note	2017 \$	2016 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Grants		2,632,440	2,174,794
Other Receipts		356,696	325,735
Payments to suppliers and employees		(2,718,405)	(2,373,930)
Interest received		<u>62,557</u>	<u>32,489</u>
Net Cash provided by operating activities	9	<u>333,288</u>	<u>159,088</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of property and equipment		(39,431)	(32,467)
(Purchase)/redemption of term deposits		<u>31,154</u>	<u>(5,979)</u>
Net Cash provided by (used in) investing activities		<u>(8,277)</u>	<u>(38,446)</u>
Net increase (decrease) in cash held		325,011	120,642
Cash at the beginning of the year		1,963,072	1,842,430
Cash at the end of the year	2	<u><u>2,288,083</u></u>	<u><u>1,963,072</u></u>

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

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 Associations Incorporation Reform Act 2012 (Vic). The Board has determined that the association is not a reporting entity.

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

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

a. 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.

b. Income Tax

The Association is exempt from paying income tax by virtue of Section 50-45 of the Income Tax Assessment Act, 1997. Accordingly, tax effect accounting has not been adopted.

c. Property, Plant and Equipment

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

The depreciable amount of all plant and equipment 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.

d. Employee Entitlements

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.

Provision is made for the Association's liability for long service leave from commencement of employment.

e. 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.

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

Note 1: Statement of Significant Accounting Policies (cont.)

f. 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 an indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying amount. Any excess of the asset's carrying value over its recoverable amount is recognised in the income and expenditure statement.

g. Revenue

Revenue is brought to account when received and to the extent that it relates to the subsequent period it is disclosed as a liability.

Grant Income

Grant income received, other than for specific purposes, is brought to account when the entity obtains control over the funds which is generally at the time of receipt.

Deferred Income

Unspent grant income received in relation to specific projects and events is not brought to account as revenue in the current year but deferred as a liability in the financial statements until spent for the purpose received.

Interest Revenue

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

Donations

Donation income is recognised when the entity obtains control over the funds which is generally at the time of receipt.

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

h. 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 assets and liabilities statement.

i. Economic Dependence

The entity is dependent on Victoria Legal Aid for the majority of its revenue used to operate the business. At the date of this report the Board has no reason to believe the Organisation will not continue to support the entity.

j. Leases

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the lease term.

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

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

	2017	2016
	\$	\$
Note 2: Cash and cash equivalents		
Petty Cash	131	130
Cash at Bank	632,800	388,344
Term deposits - short term	1,655,152	1,574,598
	<u>2,288,083</u>	<u>1,963,072</u>
Note 3: Trade and other receivables		
Trade receivables	134,142	82,761
Other receivables	16,080	17,817
Prepayments	9,201	5,573
	<u>159,423</u>	<u>106,151</u>
Note 4: Financial assets		
Term deposits - long term	<u>59,709</u>	<u>90,863</u>
Note 5: Plant and equipment		
Plant and Equipment	363,881	324,450
Less accumulated depreciation	<u>(176,999)</u>	<u>(127,530)</u>
	<u>186,882</u>	<u>196,920</u>
Intangibles	12,800	12,800
Less accumulated amortisation	<u>(11,044)</u>	<u>(9,727)</u>
	<u>1,756</u>	<u>3,073</u>
	<u>188,638</u>	<u>199,993</u>
Note 6: Trade and other payables		
Current		
Trade and sundry creditors	145,406	100,323
GST payable	60,143	46,118
PAYG Withholding payable	25,494	26,113
Superannuation payable	21,087	22,704
	<u>252,130</u>	<u>195,258</u>

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

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

	2017	2016
	\$	\$
Note 7: Provisions		
Current		
Provision for annual leave	114,023	97,468
Provision for long service leave	45,442	34,365
	<u>159,465</u>	<u>131,833</u>
Non-Current		
Other provisions	217,133	179,626
Provision for long service leave	58,297	79,843
	<u>275,430</u>	<u>259,469</u>
Note 8: Grants in advance		
Current		
CLSP Funds received in advance	181,107	245,256
VLA ERO - State	248,325	159,528
VLA ERO - Extra (a)	51,234	51,234
VLA Safer Families grant in advance	-	-
VLA Child Protection grant in advance	22,215	318,136
Non-CLSP Funds received in advance	660,806	310,369
	<u>1,163,687</u>	<u>1,084,523</u>
(a) VLA ERO - Extra comprises \$15,647 (2014/15), \$10,650 (2013/14) and \$3,007 (2012/13) \$21,930 (2015/16).		
Note 9: Reconciliation of Cash Flow from Operations with Surplus from Ordinary Activities after Income Tax		
Surplus after income tax	156,145	54,087
Cash flows excluded from operating surplus attributable to operating activities:		
<i>Non-cash flows in surplus</i>		
- Depreciation	50,787	51,333
<i>Changes in assets and liabilities;</i>		
- (Increase)/decrease in trade and other debtors	(53,273)	(33,519)
- Increase/(decrease) in trade and other payables	56,872	(46,378)
- Increase/(decrease) in provisions	43,593	52,338
- Increase/(decrease) in income in advance	79,164	81,227
Net cash provided by Operating Activities	<u>333,288</u>	<u>159,088</u>

WOMEN'S LEGAL SERVICE VICTORIA INC.
ABN 49 158 531 102

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

	2017	2016
	\$	\$
Note 10: Operating Lease Commitments		
Operating leases contracted for but not recognised in the financial statements		
Payable - minimum lease payments:		
- no later than 12 months	157,982	99,568
- between 12 months and five years	287,489	445,471
	<u>445,471</u>	<u>545,039</u>

The Association has a property lease commitment. It is a non-cancellable operating lease with a six-year term, with rent payable monthly in advance. The lease has an option to renew for a further 4 years which expires 19 May 2024.

The lease included a tenant's incentive equal to a 50% reduction in the base rent payable for the period from commencement to 19 May 2017.

WOMEN'S LEGAL SERVICE VICTORIA INC.

ABN 49 158 531 102

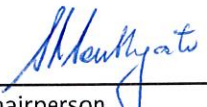
STATEMENT BY MEMBERS OF THE BOARD
FOR THE YEAR ENDED
30 JUNE 2017

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


In the opinion of the Board the financial report as set out on pages 1 to 9:

1. Presents a true and fair view of the financial position of Women's Legal Service Victoria Inc. 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 the Women's Legal Service Victoria Inc. will be able to pay its debts as and when they fall due.

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



Chairperson

Dated: 28 August 2017


Treasurer

Dated: 28/08/17.

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
WOMEN'S LEGAL SERVICE VICTORIA INC.**

Opinion

I have audited the accompanying financial report, of Women's Legal Service Victoria Inc., which comprises the assets and liabilities statement as at 30 June 2017, statement of changes in equity, statement of cash flows and the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and the certification by members of the committee.

In my opinion, the accompanying financial report of Women's Legal Service Victoria Inc.:

- a) gives a true and fair view of the association's financial position as at 30 June 2017 and of its financial performance for the year then ended; and
- b) complies with Australian Accounting Standards to the extent described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Reform Act 2012 (Vic).

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the association in accordance with the Associations Incorporation Reform Act 2012 (Vic) and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my 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 for the purpose of fulfilling the association's reporting responsibilities under the Associations Incorporation Reform Act 2012 (Vic). As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibility of the Committee for the Financial Report

The committee of the association are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 of the financial report is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 (Vic) and the needs of the members. The committee's responsibility also includes such internal control as the committee determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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

Auditor's Responsibility for the Audit of the Financial Report

My 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 my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with 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 the financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I 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 my 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 responsible entities' 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 I conclude that a material uncertainty exists, I am 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 my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions that may cause the 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.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Sean Denham

Dated:

Suite 1, 707 Mt Alexander Road
Moonee Ponds VIC 3039

WOMEN'S LEGAL SERVICE VICTORIA INC.

CERTIFICATE BY MEMBER OF THE BOARD

I SHIRLEY R SOUTHGATE, of 109 RANKINS RD KENSINGTON, certify that:
(name) (address)

a. I attended the annual general meeting of the association held on 20/11/2017.
(date)

b. The financial statements for the year ended 30 June 2017 were submitted to the members of the association at its annual general meeting.

Shirley R Southgate
Board Member

Dated: 20/11/2017