



IMPACT REPORT

2021-22



2021-22 JOBWATCH HIGHLIGHTS

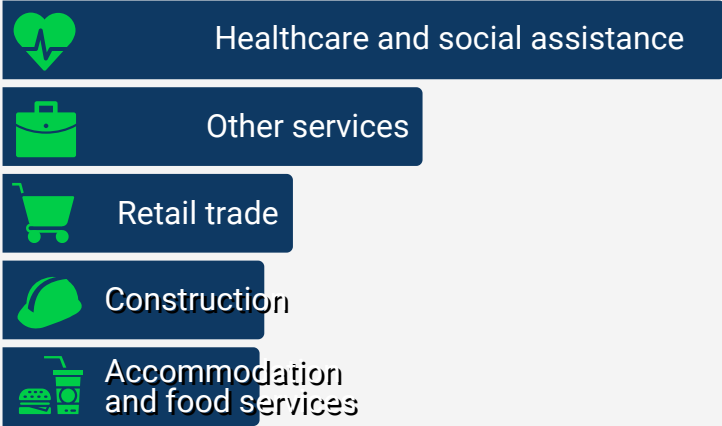
THIS YEAR, MORE:  ENTITLEMENTS RECOVERED  LEGAL EDUCATION  LAW REFORM

Telephone Information Service

16,702
caller assistances

CALL CHARACTERISTICS

Top 5 Industries



Top 5 Employment Status

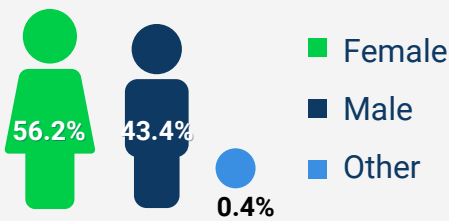


Top 5 Problem Types

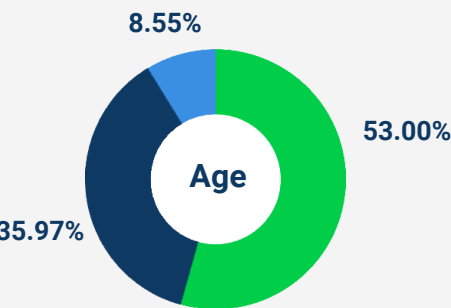
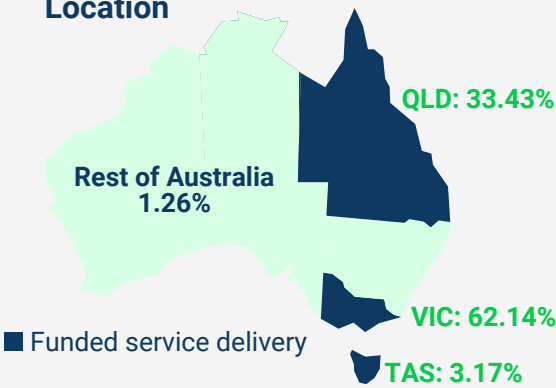


CALLER DEMOGRAPHICS

Gender



Location



- Workers (25 - 44)
- Older workers (Over 45)
- Young workers (Under 24)

226
student interns
and volunteers

9
submissions

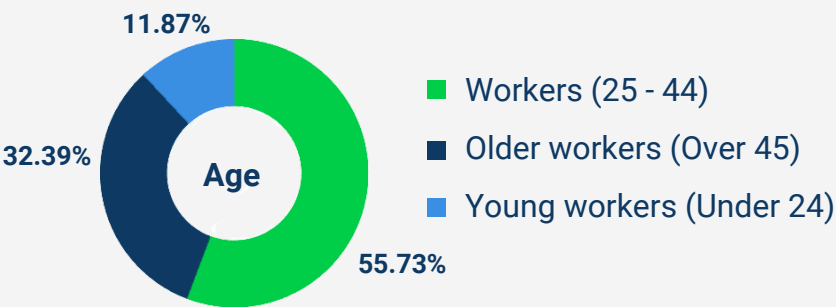
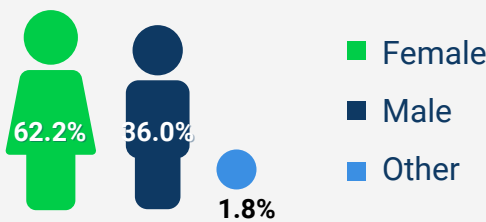
Legal Practice

\$228,138.03
of entitlements
recovered

494
client files opened

CLIENT DEMOGRAPHICS

Gender



JobWatch is an independent, not-for-profit employment rights community legal centre supporting workers with their rights at work. Established in 1980, we are the only service of our kind in Victoria, Queensland and Tasmania. We are committed to improving the lives of workers, particularly the most vulnerable and disadvantaged.

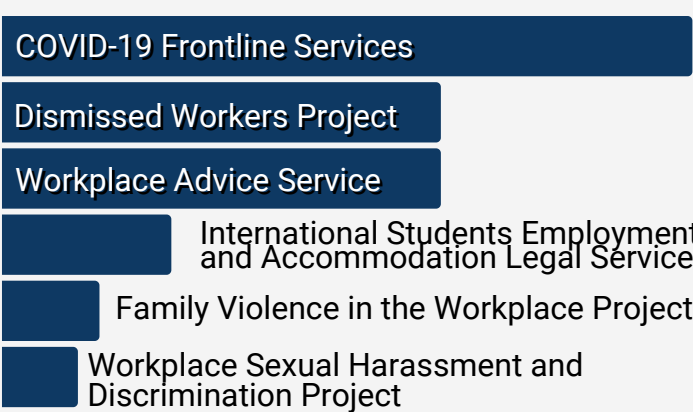
Community Engagement



Top 5 Problem Types



Special Projects



JobWatch
Employment Rights Legal Centre

JobWatch is an independent, not-for-profit employment rights community legal centre supporting workers with their rights at work. Established in 1980, we are the only service of our kind in Victoria, Queensland and Tasmania. We are committed to improving the lives of workers, particularly the most vulnerable and disadvantaged.

Our Vision

A society where all workers are empowered and protected, with access to employment justice.

Our Purpose

To support and protect the employment rights of vulnerable workers, especially those most disadvantaged.

Thank yous

We acknowledge and are grateful for the financial and other support we have received from the Commonwealth of Australia Attorney-General's Department, the Fair Work Ombudsman, the Victorian State Government and Victoria Legal Aid.

Acknowledgement of Country

JobWatch acknowledges the Aboriginal and Torres Strait Islander peoples of this nation as the traditional custodians of the lands on which we are located and where we conduct our business. We pay our respects to ancestors, and Elders, past, present and emerging.

Our People

Our experienced and dedicated team is led by Executive Director Zana Bytheway and supported by a significant number of law students, who assist JobWatch on the Telephone Information Service (TIS) and the Legal Practice. We are grateful for their contributions.

Committee of Management as at 30 June 2022

- Dianne Cullen
- Kathryn Duncan
- Terry McGann
- Sandra Crabb
- Adrian Chevalier
- Joanna Fitch
- Tamsin Webster

Staff as at 30 June 2022

- Zana Bytheway
- Gabrielle Marchetti
- Ian Scott (ext. leave)
- Melissa Favasuli (ext. leave)
- John O'Hagan
- Michael Giannopoulos
- Héloïse Williams
- Katie Gamble
- Laura Boehm
- Paul Goddard
- Amanda Chan
- Priscilla Tung
- Lilian Tang
- Dylan Cahill
- Alan Hawkey
- Geoff Charles
- Lachlan Scott
- Octavian Catrinei

OUR IMPACT IN 2021-22

Over 16,500 assistances

We are increasing access to justice for the most vulnerable workers across Victoria, Queensland and Tasmania.

More entitlements recovered

We are achieving real outcomes with over \$228,000 recovered in employee entitlements for our clients.

Ground-breaking court decisions

We are creating systemic change with strategic litigation, and ensuring that more people can recover what is owed to them.

Double the education activities

We are reaching ever greater numbers of the community with our digital and in-person legal education initiatives.



A message from the Chair and Executive Director

It is with great pleasure that we present JobWatch's 2021-22 Impact Report on behalf of the JobWatch Committee of Management, staff, student interns and volunteers.

In a year again characterised by significant change in how the COVID-19 pandemic impacted workplaces including through vaccine mandates and infection risks, JobWatch has continued to experience significantly high call levels on the Telephone Information Service, and has delivered an almost 50 per cent increase in the amount of unpaid entitlements recovered on behalf of our clients.

As a specialist employment law centre, an integral part of our role is to support our community. We have worked hard to deliver important training updates to our colleagues in the community legal sector, innovating with our new 'Lunch and Learn' webinar series which delivers continuing professional development education on topical employment law issues.

We have reached a growing number of community members through our other education initiatives, including a newly designed, accessible and device-responsive website, new and updated fact sheets, a growing following on social media, and continued engagement with the media.

In a year of significant achievements, there are some key outcomes that are particularly noteworthy.

After significant advocacy on our part on issues relating to workplace sexual harassment and assault, JobWatch was successful this year in receiving multi-year funding for a new Workplace Sexual Harassment and Discrimination Project.

This funding was timely and much needed as we experienced a 43 per cent increase in calls relating to workplace sexual harassment and assault in 2021. Only a few months into delivering this Project, we are already beginning to see the results, which we look forward to reporting in more detail in next year's Impact Report.

Through strategic and successful litigation we have improved access to justice for all workers.

As a consequence of a decision in a landmark case litigated by JobWatch, workers across Australia can now ask the court for orders against third parties who were knowingly involved in underpayments in small claims proceedings. This will benefit thousands of workers across Australia who choose to go through the small claims process to claim their unpaid entitlements.

Recognising that nearly a quarter of all JobWatch callers were born overseas, with a fifth speaking a language other than English, we were successful in receiving philanthropic grant funding to deliver multilingual resources about work rights in ten different community languages, published on our new website and shared with community groups. These resources are ensuring that our most vulnerable workers will receive critical information about their basic work rights in the first instance, with further interpreter support as they access the rest of our services.

Most significantly though, JobWatch continues to provide a range of services to vulnerable workers who rely on our service for immediate and responsive assistance at the most critical periods before, during and after their employment. Without JobWatch, workers would be denied access to free and timely assistance and ultimately denied access to justice.

Moving forward, we anticipate that shifting vaccination requirements away from government mandates and into the hands of employers could lead to more legal challenges. We are likely to receive more calls from workers who are resistant to employer policy resulting in dismissals and redundancies. Challenges to returning to the office will also continue to feature.

Special Thanks

Our outstanding service delivery is only made possible by the passionate dedication and hard work of our staff, ably supported by our student interns and volunteers and Committee of Management. In a challenging year involving yet again novel issues emerging in the employment law environment, everyone has stepped up to meet the needs of our callers and clients in a professional, sensitive and productive manner.

We thank our funders, the federal and the Victorian government, who enable us to provide our accessible, essential employment law services, and the best possible outcomes for the most vulnerable workers in our community. We also thank Victoria Legal Aid for their continued support. We look forward to many more years of providing access to employment justice for workers.



Dianne Cullen

Dianne Cullen
Chair



Z. Bytheway

Zana Bytheway
Executive Director

Telephone Information Service

In 2021-22, there were 16,702 assistances on the TIS, maintaining our assistance levels from the previous year.

JobWatch's unique Telephone Information Service (TIS) continues to assist over 16,000 Victorian, Queensland and Tasmanian workers every year with their rights at work. Through the TIS, we are providing legal information and referrals relevant to our callers' individual situations, directly and comprehensively, freely and confidentially.

This year, JobWatch experienced ongoing demand for the services of the TIS, as government directives relating to the COVID-19 pandemic continued to impact experiences of employment.

At the start of the year, workplace COVID-19 vaccination mandates increased worker demand for legal assistance, with many callers impacted by stand down directions and querying their access to leave entitlements, the legality of the government directives, and their rights were they to be dismissed from their employment. Other callers were concerned about the risk of COVID-19 infection as employers failed to meet their workplace health and safety obligations.

As COVID-19 case numbers increased, callers to the TIS were impacted by absences from work due to illness. They experienced adverse action at work such as demotion, losing shifts, or dismissal because of their use of sick leave. They had difficulties accessing other leave entitlements, or in the case of casual workers, they were struggling to make ends meet after having to take time out of work to manage illness. Some callers raised concerns about discrimination due to experiences of long COVID that impacted their ability to do their usual work.

It is clear that the impact of the COVID-19 pandemic will continue to affect workers across Australia for many years to come as we continue to grapple with the health and economic implications. JobWatch's TIS is here to assist all workers in Victoria, Queensland and Tasmania.



JobWatch is excellent. Thank you so much for being here to help all employees. Not sure what we can do without JobWatch.



JobWatch TIS caller

Case Study: Caleb

20-year-old Caleb called JobWatch following a meeting where he was told that his performance was not meeting expectations and that his employment would be terminated. His employer told him that it would look better for him if he resigned instead, and feeling pressured and intimidated, he did.

Caleb had not received any warnings or negative feedback about his performance prior to the meeting. He believed that the real reason for his dismissal was due to taking four weeks of leave from work after contracting COVID-19 and requiring extended medical attention.

We discussed with Caleb the possibility of lodging an unfair dismissal or General Protections Dispute - Termination claim. We also discussed disability discrimination, with the consideration that his experience with COVID-19 constituted a temporary disability. As he was still waiting for his last pay, we also gave Caleb information about what he could do if he was underpaid his entitlements.

Legal Practice

In 2021-22, we opened 494 new matters through the Legal Practice and recovered \$228,138.03 in entitlements, a 49.65% increase on the previous year.

JobWatch's legal casework practice supports vulnerable Victorian workers with their rights at work, often through specially funded projects.

This year, JobWatch won a landmark case which will allow workers across Australia to ask the court for orders against third parties who were knowingly involved in the underpayments in small claims proceedings through the Federal Circuit and Family Court of Australia.

With this decision, the path is now clear for people to use the Court's small claims jurisdiction and pursue not only the employer but also any third party who was knowingly involved in underpaying employees. Importantly, they can ask the Court to make orders for compensation against those third parties as well as the employer. JobWatch believes that this decision will result in greater access to justice, with more people actually receiving the compensation that's been ordered by the court.

It is clear that JobWatch lawyers assist people to enforce their work rights, ensuring that laws are not merely theoretical or only for those wealthy enough to afford private legal representation. They provide real access to justice.



It's an amazing service and my lawyer was fantastic and always very helpful. I am very grateful for all the assistance I have received from herself and JobWatch.



JobWatch Legal Practice client

Case Study: Jana

Jana is 28 years old and came to Australia from Spain in 2021 on a Temporary Activity Visa. She worked in sales for a professional services firm under a contract of employment. The contract entitled her to allowances and above-award rates.

Within a few weeks of commencing employment, it became apparent that the employer was not paying the allowances and was not making the superannuation payments recorded on Jana's pay slips. When she complained multiple times about these issues, the employer made excuses, but eventually stopped paying her wages altogether. After several weeks, Jana called JobWatch for help.

Jana did not wish to continue working for the employer. JobWatch advised Jana that rather than resigning, she could take the employer's persistent non-payments as a termination at the employer's initiative. With JobWatch's assistance, Jana made a formal written request to the employer demanding payment of all outstanding wages, allowances, super, pay in lieu of notice and accrued annual leave.

When the employer did not respond to the letter, JobWatch assisted Jana to claim her entitlements in the Federal Circuit and Family Court of Australia, using the small claims process. She was successful, and the court ordered the employer to pay Jana a total of almost \$15,000.



Fair Work Commission Workplace Advice Service

As a proud partner of the Fair Work Commission's Workplace Advice Service, we provide free legal assistance to eligible employees referred to us by the Commission on matters including dismissal, general protections, workplace bullying and sexual harassment. This allows us to support employees who are contemplating legal action about their workplace issue with tailored individualised advice on the best options available to them.

In 2021-22, we supported 122 clients through the Workplace Advice Service.

Family Violence and the Workplace Project

Growing evidence demonstrates the significant impact of family violence on employment. Many experiences can carry over into the workplace in the form of absenteeism and impaired performance, which may result in termination of employment or other adverse action, undermining the economic independence of victims and increasing their vulnerability to abuse. Employees may also experience violence and disruption directed at the workplace.

Through the Family Violence in the Workplace Project, JobWatch provides advice and representation to clients, usually women, whose experience of family violence has had a detrimental impact on their employment. In addition to this direct legal assistance, JobWatch also provides training to family violence organisations and other community legal centres on how to support clients whose employment has been impacted by family violence.

In 2021-22, we assisted 27 clients through the Family Violence and the Workplace Project.

International Students Employment and Accommodation Legal Service (ISEALS)

ISEALS supports international students with free, confidential and independent legal information, advice, representation and complex case work for international students experiencing or at risk of exploitation or discrimination in their workplace or through their accommodation.

Statistics show that international students are particularly vulnerable to exploitation in the workplace, with a higher likelihood of working cash-in-hand or underpaid jobs and significantly less likely to complain to authorities for fear of affecting their visa status. In turn, this can adversely impact their housing security, their health and wellbeing and their studies. Services like ISEALS help our most vulnerable community members assert their workplace rights in a culturally safe and supportive way.

In 2021-22, we assisted 47 new ISEALS clients.

We are pleased to work with our Project partners WEstjustice, South-East Monash Legal Service, Study Melbourne and Victoria Legal Aid to deliver this important Project.

Dismissed Workers Project

Through the Dismissed Workers Project, JobWatch provides legal advice and support for vulnerable Victorian workers who have been dismissed from their employment. We have a focus on workers who are particularly vulnerable due to their age, gender, cultural or linguistic background, visa status, or other similar factors.

In 2021-22, we assisted 122 clients through the Dismissed Workers Project, with 40 eligible clients referred to our partner Justice Connect.

Workplace Sexual Harassment and Discrimination Project

Calls to JobWatch's free and confidential Telephone Information Service relating to workplace sexual harassment and assault increased by 43 per cent in 2021 compared to 2020, or 83 per cent compared to 2016.

In response, JobWatch has been funded through the National Legal Assistance Partnership for a new four-year Workplace Sexual Harassment and Discrimination Project, commencing 1 April 2022. This allows for the significant expansion of our already extensive Telephone Information Service and legal representation service to deliver a dedicated frontline response for Victorians experiencing sexual harassment and discrimination in their workplace.

Through this Project, we support clients with Stop Sexual Harassment Orders, sexual harassment claims, discrimination claims in either federal or state jurisdictions, and other relevant employment law matters such as unfair dismissals or General Protections Disputes.

Since 1 April 2022, we have assisted 21 clients through the Workplace Sexual Harassment and Discrimination Project.

Case Study: Rachel

Rachel works as an administrative assistant for a labour hire company that supplies staff for accounting businesses. Rachel was recently sent by the labour hire company to work with a large accounting firm.

During a work function, Rachel was sexually harassed and sexually assaulted by one of the firm's consultants. The consultant is not employed by the accounting firm directly, but through a subcontractor that supplies labour for the firm.

Rachel reported the incident to her supervisor at the accounting firm and was told that they would look into it. A week later, her supervisor said that they had dealt with it and that if Rachel wanted to take it further, there was nothing further that the accounting firm could do. Rachel was upset and distressed by this.

Not long after the incident, Rachel was called into her supervisor's office and informed that they had discovered that she was stealing from the business. They told Rachel that she could resign or be dismissed. Rachel informed them that she would resign.



Through our Workplace Sexual Harassment and Discrimination Project, JobWatch gave Rachel advice regarding sexual harassment, General Protections Dispute - Non-Termination claims and victimisation.

JobWatch further assisted Rachel by representing her at a conciliation at the Victorian Equal Opportunity and Human Rights Commission where the matter settled for financial compensation and an apology. JobWatch continues to assist Rachel with some ongoing employment issues.

Community Legal Education

We deliver comprehensive legal education and provide work rights information for workers. Our education focus is on prevention, on equipping workers with the tools they need to address exploitative work practices. We believe that knowledge is power.

We provide presenters and run workshops on employment rights for different audiences including schools, universities, training programs and community groups. We also assist local community groups, unions and other organisations with advice, educational material, campaigns and training.

Our monthly JobWatching newsletter, our website (which was redeveloped in November 2021), and our social media channels further inform our community about workplace rights. We invest in digital advertising to reach workers in the online spaces they already frequent.

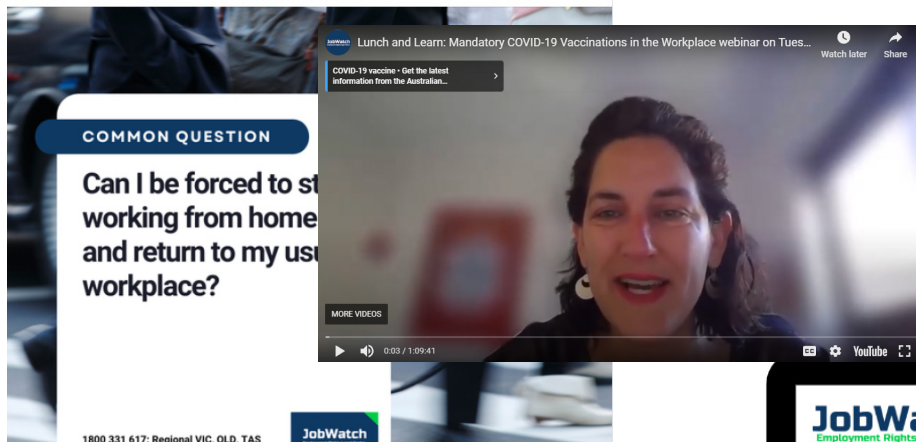
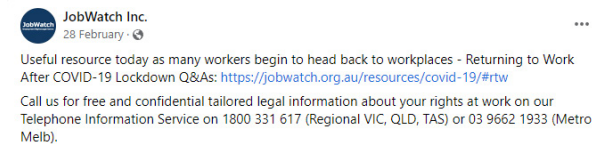
In 2021-22 we delivered 51 community legal education presentations, published 65 new and updated resources, launched a new accessible device-responsive website with multilingual resources, and grew our social media audience to over 2,800 followers.



We had such a wonderful and informative session. I would like to thank the presenter for her beautiful approach. Her understanding and how she used simple English which benefited everyone. Thank you!



Program Coordinator,
Community Service Provider



Law Reform

JobWatch takes a nation-leading role in government advocacy, media campaigning and law reform activity to promote workplace justice and equity for all workers.

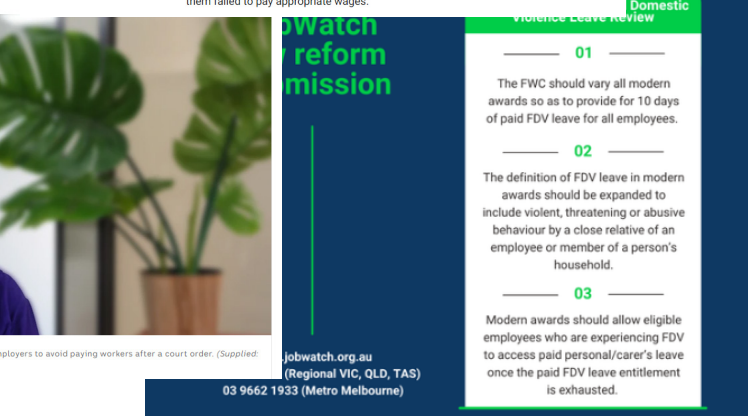
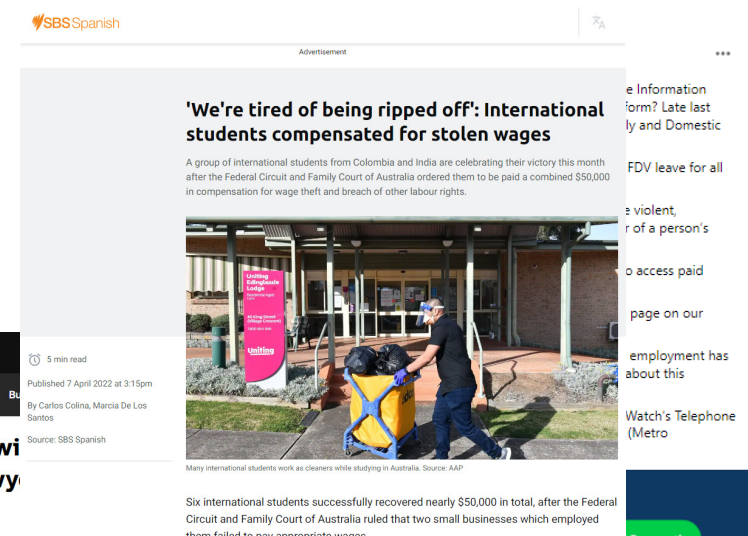
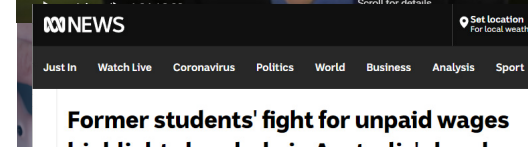
We work with sector partners on joint law reform campaigns, and we make submissions to a broad range of employment and industrial relations government inquiries, drawing upon our expertise to articulate the human impact of government policy decisions and legislation.

We advocate through media campaigns for changes to working conditions, legislation and work practices, drawing public attention to issues that affect the most vulnerable workers.

In 2021-22 we completed 9 formal law reform submissions, appeared before the Senate Education and Employment Committee on the Respect@Work Bill, signed on to a number of open letters and advocacy campaigns, and engaged with media across online, print, radio and TV mediums.

List of Submissions

1. Submission to the *Sex Discrimination and Fair Work (Respect at Work) Amendment Bill 2021*
2. Submission to the Victorian Addressing sexual harassment in Victorian workplaces consultation
3. Submission to the Victorian Secure Work Pilot Scheme
4. Submission on the Exposure Draft of the draft *Migration Amendment (Protecting Migrant Workers) Bill 2021*
5. Submission to the Fair Work Commission Draft Benchbook
6. Submission to the Fair Work Commission Family and Domestic Violence Leave Review 2021
7. Submission to the Draft National Plan to End Violence against Women and Children 2022-2032
8. Submission to the Respect@Work Consultation on Remaining Recommendations
9. Submission to the Victorian Fair Conduct and Accountability Standards for the On-Demand Workforce



Sector Engagement

As Victoria's only specialist employment rights community legal centre, we take a leading role in the sector on employment law issues. In 2021-22, we have been involved in:

- The Respect@Work Council
- The Victorian Responsible Gambling Foundation
- The Law Institute of Victoria's Workplace Relations Committee
- Woer Dungin Committee
- Australian Red Cross Employment Justice Project

We have also been involved in supporting other community legal centres and legal sector entities through established warm referral pathways, secondary consultations, feedback and consultation on the creation of resources.

Internship Program

In 2021-22, we hosted 226 students from our university partners.

We strongly value our long-standing partnerships with the University of Melbourne, Monash University, Deakin University, Australian Catholic University and La Trobe University which allow us to deliver high quality services to callers on our TIS.

Many of our interns and volunteers go on to become leaders in employment law practice across private, community and public sectors. We are proud to play an important role in their legal education as they gain valuable frontline experience in supporting the rights of workers.

Our valued interns and volunteers

- | | | | |
|----------------------|----------------------------|-----------------------------|-----------------------|
| • Adam Neu | • Bosky Singh | • Chitban Sahni | • Daniella Bartolo |
| • Adam Yahya | • Bradley Joseph | • Chris Peris | • Darcy Grace |
| • Adam Mahoney | • Bree Booth | • Christina Pei | • Darcy Keogh |
| • Adonis | • Brendan McGing | • Christine Cho | • Deandra Silvalobo |
| • Konstantopoulos | • Brianna Macks | • Christine Staios | • Dristi Gautam |
| • Agnes Muchai | • Bridget Bassett-Smith | • Clayton Sutherland | • Edwina Lu |
| • Akhila Vandothra | • Bryce Linehan-Cunningham | • Clement Mok | • Elena Goss |
| • Alexander | • Caitlin Rose | • Clinton Nguyen | • Elias Azzi |
| • Makrides | • Caitlin Terry | • Conor Lange | • Eliza Hilary Gannon |
| • Alexander Christie | • Callan Boyle | • Cree Nia Oliveira-Blacket | • Eliza Nowicki |
| • Alexandra Webb | • Calvin So | • Dakshu Dayalu | • Ella Bilton-Gough |
| • Alyssa Croce | • Catherine Li | • Damien Chung | • Emilia Feneziani |
| • Andre Liacos | • Catherine Wen | • Dang Nhat Quynh Nguyen | • Emilia Sterjova |
| • Angela Na | | • Daniel Gonnella | • Ennio Colli |
| • Angelica Santini | | | • Evangeline Yong |
| • Anisha Maganty | | | • Gabriel Brown |
| • Anjuni | | | |
| • Dassanayake | | | |
| • Annabel | | | |
| • Macdonald | | | |
| • Anne Le | | | |
| • Anthony Gagliardi | | | |
| • Ariel Wang | | | |
| • Arion Austin-Crowe | | | |
| • Ashleigh Pope | | | |
| • Belinda Weng | | | |
| • Bella Grant | | | |
| • Ben Awad | | | |
| • Benedict Prawira | | | |



Our valued interns and volunteers (cont.)

- | | | | |
|-------------------------|-----------------------|----------------------|-------------------------|
| • George Nikolakopoulos | • Joshua Sheeran | • Mary Petridis | • Rachel Cohen |
| • Georgia Johnston | • Juanita Ravanal | • Matilda Longbottom | • Rebecca Poynton |
| • Georgia Millington | • Julia Canale | • Matthew Agresta | • Reem Osman |
| • Grace Lee | • Jun En Chong | • Matthew Harper | • Richa Rao |
| • Grace Park | • Kartia Bouras | • Matthew Li | • Robert Kuszer |
| • Hanna Seers | • Katherine Nikolaou | • Meaghan Deane | • Robert Natenzon |
| • Hannah Semaan | • Kathleen Sryos | • Melinda Cho | • Rohan Kannan |
| • Haven Roberts | • Kay Phoon | • Melinda Gamon | • Rona Goldman |
| • Henry Ja | • Kayla Melo | • Mengting Chen | • Rushil Saluja |
| • Hui Lin (Casey) Chen | • Kevin Lim | • Michael Coffey | • Ruth Ong |
| • Huw Knox | • Kirsten Hartmann | • Michael Kim | • Sabrina Sardegna |
| • Indra Nadeson | • Kosta Kavaleris | • Michael Mikho | • Sabrina Warwick-Smith |
| • Irum Ramtoola | • Kristoff Cabral | • Michelle Huang | • Safai Alidad |
| • Isabella Murphy | • Kristy Filev | • Michelle Tran | • Saira Aijaz Malik |
| • Isabella Nicolaci | • Lachlan Dowling | • Michelle Trpkovska | • Samantha Marks |
| • Isobel Riggall | • Laili Aladin | • Milan Kantor | • Sandra Solaka |
| • Jack Garmonsway | • Laura Bartuccio | • Minju Kwak | • Sarah Fitton |
| • Jade Bolwell | • Laura Brooks | • Monique Sayer | • Saran Kamara |
| • James Gao | • Lauren Smith | • Muchun Wan | • Shady Kafrouni |
| • Jamy Koh | • Lauren Wrigley | • Na Hyun Seo | • Shannan De Zilva |
| • Jan Oh | • Lelaina Facchinetti | • Najat Ibrahim | • Shenay Ozsoy |
| • Jarrah Staley | • Liam McKernan | • Natali Qabo | • Shivya Nath |
| • Jasmine Morrison | • Liana Croci | • Natasha Ceranic | • Shruti Sudarsan |
| • Jasmine Reilly | • Lidia Wang | • Nathan Retmock | • Simon Wang |
| • Jerome Cash | • Lilly Monica Brown | • Nen Pho | • Soheila Ghasemi |
| • Jesse Loudovaris | • Louis Howard | • Nicholas Hatzis | • Sophia Patikisa |
| • Jessica Grizancic | • Louisa Guo | • Nicholas Kierce | • Sophie Harington |
| • Jessica Quinn-Quigley | • Lucy Baudinette | • Nicholas Nassios | • Stephanie Malamas |
| • Jia Yi Jane Leong | • Lucy Stewart | • Nicholas Fogarty | • Tamasan Freyer |
| • Jianan Dong | • Lynnette Chua | • Nick Zavattiero | • Teagan Connor |
| • Jingyi Zhou | • Madeline Kelly | • Nikita Batch | • Tianshu Liu |
| • Jo Wang | • Madison Pondeljak | • Nikki Macfarlane | • Tiarna Porcaro |
| • John Shi | • Maeve Rapkins | • Nipuna De Alwis | • Tiffany Tong |
| • Jordan Amoddio | • Maggie Chow | • Oakley Conroy | • Tina Gan |
| • Joseph Siveges | • Malvern Gwizo | • Olivia Candiloro | • Tori Matthews |
| | • Marcus Luele | • Peter Gavralas | • Tra Pham |
| | • Margot Bell | • Qianshuo Liu | • Tracey Huang |
| | • Mariah Tiganis | | • Tracey Vuu |
| | | | • Trine Chia |
| | | | • Vanessa Nguyen |
| | | | • Vasiliki Bleta |
| | | | • Viel Velasquez |
| | | | • Vivien Lim |
| | | | • Wen-Lei Chen |
| | | | • Will Ross |
| | | | • William Owen |
| | | | • Yani Xu |
| | | | • Yifan Wang |
| | | | • Zhen Zhou |

JOB WATCH INC.
ABN 74 615 132 361

FINANCIAL STATEMENTS

FOR THE YEAR ENDED
30 JUNE 2022

JOB WATCH INC.
ABN 74 615 132 361

FINANCIAL STATEMENTS

FOR THE YEAR ENDED
30 JUNE 2022

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JOB WATCH INC.
ABN 74 615 132 361

STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED
30 JUNE 2022

	Note	2022 \$	2021 \$
INCOME			
Grants - Project Funds:			
DBI/VLA (State Funding)	7(a)	1,396,718	1,356,978
OFWO (Commonwealth Funding)		409,091	412,059
Miscellaneous Income		63,110	108,165
Government subsidies		-	142,500
Interest		8,719	20,017
		<u>1,877,638</u>	<u>2,039,719</u>
EXPENDITURE			
Salary & On-Costs:			
Salaries		1,076,862	886,975
Salaries - Salary Packaging		135,874	159,496
Leave Provisions		87,589	117,171
Superannuation		118,175	98,299
Other employment related costs		62,177	77,050
		<u>1,480,677</u>	<u>1,338,991</u>
Operating Expenses			
Accounting Fees and audit fees		40,483	39,794
Client Disbursements and Costs		8,291	8,727
Conferences (Inc. Fees, Travel and Accom)		434	1,291
Consultants fees		-	5,474
Sundry expenses		2,525	1,262
Depreciation		17,965	18,214
IT Support and Software		58,130	63,280
Insurances		3,535	3,382
Marketing and Promotion		15,977	726
Memberships		14,235	9,507
Printing, Stationary and Postage		6,920	18,744
Rent and Outgoings		86,384	85,146
Practice Certificates		2,382	2,365
Staff Amenities		21,264	14,040
Telephones		34,838	41,534
		<u>313,363</u>	<u>313,486</u>
TOTAL EXPENDITURE		<u>1,794,040</u>	<u>1,652,477</u>
Surplus before income tax expense		83,598	387,242
Income tax expense		-	-
Other comprehensive income net of income tax		<u>-</u>	<u>-</u>
Total comprehensive income for the year		<u><u>83,598</u></u>	<u><u>387,242</u></u>

The accompanying notes form part of these financial statements.

Page 1

JOB WATCH INC.
ABN 74 615 132 361

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022

	Note	2022 \$	2021 \$
CURRENT ASSETS			
Cash and cash equivalents	2	3,307,200	3,454,915
Trade and other receivables	3	18,376	16,957
Financial assets	4	-	250,000
TOTAL CURRENT ASSETS		<u>3,325,576</u>	<u>3,721,872</u>
NON-CURRENT ASSETS			
Property, plant and equipment	5	<u>16,058</u>	<u>27,156</u>
TOTAL NON-CURRENT ASSETS		<u>16,058</u>	<u>27,156</u>
TOTAL ASSETS		<u>3,341,634</u>	<u>3,749,028</u>
CURRENT LIABILITIES			
Trade and other payables	6	118,850	149,810
Amounts received in advance	7	950,354	1,497,975
Provisions	8	<u>485,676</u>	<u>404,961</u>
TOTAL CURRENT LIABILITIES		<u>1,554,880</u>	<u>2,052,746</u>
NON-CURRENT LIABILITIES			
Provisions	8	<u>13,710</u>	<u>6,836</u>
TOTAL NON-CURRENT LIABILITIES		<u>13,710</u>	<u>6,836</u>
TOTAL LIABILITIES		<u>1,568,590</u>	<u>2,059,582</u>
NET ASSETS		<u>1,773,044</u>	<u>1,689,446</u>
MEMBERS' FUNDS			
Retained Profits		<u>1,773,044</u>	<u>1,689,446</u>
TOTAL MEMBERS' FUNDS		<u>1,773,044</u>	<u>1,689,446</u>

JOB WATCH INC.
ABN 74 615 132 361

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED
30 JUNE 2022

	Note	Retained Earnings \$	Total \$
Balance at 1 July 2020		1,302,204	1,302,204
Surplus attributable to the entity		387,242	387,242
Other comprehensive income		-	-
Balance at 30 June 2021		1,689,446	1,689,446
Surplus attributable to the entity		83,598	83,598
Other comprehensive income		-	-
Balance at 30 June 2022		<u>1,773,044</u>	<u>1,773,044</u>

JOB WATCH INC.
ABN 74 615 132 361

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED
30 JUNE 2022

	Note	2022 \$	2021 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Government Grants		1,258,188	3,115,689
Receipts from Other Sources		65,310	417,552
Interest Received		8,719	20,017
Payments to Suppliers and Employees		<u>(1,723,065)</u>	<u>(1,414,348)</u>
Net cash (used in)/provided by operating activities	8	<u>(390,848)</u>	<u>2,138,910</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Redemption of term deposits		250,000	301,689
Purchase of plant and equipment		(6,867)	(38,299)
Proceeds from sale of equipment		<u>-</u>	<u>-</u>
Net cash provided by investing activities		<u>243,133</u>	<u>263,390</u>
Net cash (decrease)/increase cash held		(147,715)	2,402,300
Cash at the beginning of the year		<u>3,454,915</u>	<u>1,052,615</u>
Cash at the end of the year	2	<u><u>3,307,200</u></u>	<u><u>3,454,915</u></u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2022

Note 1: Statement of Significant Accounting Policies

The Board has determined that the Association is not a reporting entity because it is unlikely there are users of these financial statements who are not in a position to require the preparation of reports tailored to their information needs.

Accordingly, these financial statements have been prepared to satisfy the Committee's reporting requirements under the *Australian Charities and Not-for-profits Commission Act 2012*. The Association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Statement of Compliance

The financial statements have been prepared in accordance with the mandatory Australian Accounting Standards applicable to entities reporting under the *Australian Charities and Not-for-profits Commission Act 2012*. These special purpose financial statements do not comply with all the recognition and measurement requirements in Australian Accounting Standards.

The recognition and measurement requirements that have not been complied with are those specified in AASB 15 *Revenue from Contracts with Customers* and AASB 1058 *Income of Not-for-Profit Entities* as, in accounting for income, recognition of some grant income has been deferred until the related expenses are incurred without assessing whether there are enforceable performance obligations to transfer a good or service to a third party which are sufficiently specific to know when the performance obligation has been satisfied. Refer to Note 1(f) Revenue below.

Basis of Preparation

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs unless otherwise stated in the notes. The material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise. Where applicable they indicate how the recognition and measurement requirements in Australian Accounting Standards have not been complied with. The amounts presented in the financial statements have been rounded to the nearest dollar.

Impact of COVID-19

Job Watch Inc. has recorded a surplus for this financial year. A surplus has also been achieved in the previous two financial years after experiencing significant losses in prior financial years due to reduced funding. The entity is dependent upon funding received from both the state and federal governments to operate. Funding is received from the Fair Work Ombudsman, (federal) and the funding is committed until 31 December 2024. State funding administered by VLA is committed until 30 June 2023 and is applied for on an annual basis. There are currently no indications that either source of funding is at risk of cessation or reduction.

Significant additional funding was received at the end of the current financial year from state and federal government sources and administered by VLA in order to expand services during the COVID-19 pandemic. Subsidies have also been received from the federal government to mitigate any COVID-19 impacts on the entity. COVID-19 is not expected to adversely impact the entity as a going concern.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2022

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

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. Property, Plant and Equipment

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

The depreciable amount of all property, 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.

c. 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 service with the Association.

d. 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.

e. 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.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2022

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

f. 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

All grant income is recognised as revenue in the year of receipt except where substantially all the related expenses will be incurred in subsequent accounting periods without assessing whether sufficiently specific performance obligations exist. These unspent funds are deferred as a liability in the financial statements until spent for the purpose received. This does not comply with AASB 15 *Revenue from Contracts with Customers* or AASB 1058 *Income of Not-for-profits Entities*.

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).

g. 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.

h. 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.

JOB WATCH INC.
ABN 74 615 132 361

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2022

	2022	2021
	\$	\$
Note 2: Cash and cash equivalents		
Cash on Hand	1,019	1,008
Cash at Bank	3,306,181	3,453,907
	<u>3,307,200</u>	<u>3,454,915</u>
Note 3: Trade and other receivables		
Trade debtors	150	2,350
Prepayments	12,758	9,139
Bond - Security Deposits	5,468	5,468
	<u>18,376</u>	<u>16,957</u>
Note 4: Financial Assets		
Term deposits	-	250,000
Note 5: Property, plant and equipment		
Computers - at cost	147,204	140,337
Less accumulated depreciation	(137,685)	(124,557)
	<u>9,519</u>	<u>15,780</u>
Furniture & Equipment - at cost	152,281	152,281
Less accumulated depreciation	(145,742)	(140,905)
	<u>6,539</u>	<u>11,376</u>
	<u>16,058</u>	<u>27,156</u>
Note 6: Trade and other payables		
Current		
Trades and other payables	47,218	35,165
Accrued expenses	71,632	66,301
GST payable	-	48,344
	<u>118,850</u>	<u>149,810</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2022

	2022	2021
	\$	\$
Note 7: Amounts Received In Advance		
Funding Grants in Advance - VLA Surplus (a)	950,354	1,496,960
Funding Grants in Advance - Other	-	1,015
	<u>950,354</u>	<u>1,497,975</u>

(a) Reconciliation of VLA Funds received

	VLA	VLA	VLA	Total
	Other Projects	COVID-19 & ITC	Surplus	
Opening balance	-	1,442,063	54,897	1,496,960
Funds received	478,744	-	371,368	850,112
Funds utilised (net of interest and other inc.)	<u>(256,946)</u>	<u>(724,699)</u>	<u>(415,073)</u>	<u>(1,396,718)</u>
Balance Funds Carried Forward	<u>221,798</u>	<u>717,364</u>	<u>11,192</u>	<u>950,354</u>

	2022	2021
	\$	\$
Note 8: Provisions		
Current		
Provision for Annual Leave	219,925	161,767
Provision for Long Service Leave	<u>265,751</u>	<u>243,194</u>
	<u>485,676</u>	<u>404,961</u>
Non-Current		
Provision for Long Service Leave	<u>13,710</u>	<u>6,836</u>

Note 10: Cash Flow Information

Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities

Surplus after income tax expense	83,598	387,242
Non-cash flows in profit		
- Depreciation	17,965	18,214
- profit on disposal of asset	-	-
Changes in assets and liabilities;		
- (Increase)/decrease in trade and other receivables	(1,419)	1,164,713
- (Decrease)/increase in trade and other payables	(30,960)	48,070
- (Decrease)/increase amounts in advance	(547,621)	379,389
- Increase in provisions	87,589	117,172
Net cash (used in)/provided by operating activities	<u>(390,848)</u>	<u>2,114,800</u>

STATEMENT BY MEMBERS OF THE COMMITTEE
FOR THE YEAR ENDED
30 JUNE 2022

The Committee 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 Committee of Job Watch Inc.:

- a) the financial statements and notes of Job Watch Inc. are in accordance with the *Associations Incorporation Reform Act (Vic) 2012* and the *Australian Charities and Not-for-profits Commission Act 2012*, including:
- i. giving a true and fair view of its financial position as at 30 June 2022 and of its performance for the financial year ended on that date; and
 - ii. complying with the *Australian Charities and Not-for-profits Commission Regulation 2013*; and
- b) there are reasonable grounds to believe that Job Watch Inc. will be able to pay its debts as and when they become due and payable.

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


Committee member

Dated: 10-11-2022

Dated: 11/11/2022

**AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION
60-40 OF THE AUSTRALIAN CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012**

In accordance with the requirements of section 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012*, as auditor for the audit of Job Watch Inc. for the year ended 30 June 2022, I declare that, to the best of my knowledge and belief, there have been:

- i. no contraventions of the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- ii. no contraventions of any applicable code of professional conduct in relation to the audit.



Sean Denham

Dated: 21st November 2022

Sean Denham & Associates
Suite 1, 707 Mt Alexander Road
Moonee Ponds VIC 3039

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
JOB WATCH INC.

Opinion

I have audited the accompanying financial report, of Job Watch Inc., which comprises the statement of financial position as at 30 June 2022, statement of changes in equity, statement of cash flows and the statement of profit or loss and other comprehensive income 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 Job Watch Inc. has been prepared in accordance with Div 60 of the *Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act)* including:

- a) giving a true and fair view of the Association's financial position as at 30 June 2022 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)* and Div 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

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)* and the *Australian Charities and Not-for-profits Commission Act 2012*. 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 *Australian Charities and Not-for-profits Commission Act 2012* 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 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.

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: 21st November 2022

Suite 1, 707 Mt Alexander Road

Moonee Ponds VIC 3039

JobWatch

Melbourne Metro – (03) 9662 1933
Regional VIC, QLD, TAS – 1800 331 617

Level 10, 21 Victoria Street
MELBOURNE VIC 3000

www.jobwatch.org.au

ABN: 74 615 132 361