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COMMUNITY LEGAL EDUCATION

Law for community workers (NSW), 2011, [Workshop], Legal Aid NSW, Free, 02 9219 5028, publications@legalaid.nsw.gov.au
<http://www.legalaid.nsw.gov.au/what-we-do/workshops/law-for-community-workers>

These 3 hour workshops are designed for staff, volunteers and board/committee members of NSW community organisations. They include care and protection, domestic violence, employment, family law, immigration, mental health matters, money matters, neighbour issues, older people, social security, tenancy and young people. They are held in Sydney in the CBD, Parramatta and Bankstown, in the Hunter at Newcastle, Maitland, Taree and Wollongong. For dates and times and to register, go to the Legal Aid website.

Law workshops for community workers (NSW), 2011, [Workshop], Marrickville Legal Centre, \$11, (02) 9559 2899

These 3 hour workshops run by Marrickville Legal Centre are held on Wednesdays, 10am -1pm. Topics covered include: Tenancy - priority housing, 7 September and 30 November; Journeying away from violence: challenges in using the law to respond to domestic violence, 21 September; Legal rights and obligations of youth workers, 5 October; Electricity and water: helping clients stay connected, 19 October; Victims compensation, 2 November; Family law: Legal Aid NSW - Early Intervention Program in Children's matters, 16 November.

GUIDES TO THE LAW

Asbestos and lead (NSW), 2011, 2p., [Factsheet], Tenants' Union of NSW, Free, (02) 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://intranet.tenants.org.au/print/fs26-2010.pdf>

This factsheet outlines the process for dealing with asbestos or lead on the premises, depending on whether the tenant wants to stay or leave.

Boarders and lodgers legal information kit (NSW), Tenants Advice and Advocacy Service and Redfern Legal Centre, 2011, 26p., [Kit], Redfern Legal Centre, 02 9698 7277, info@rlc.org.au
<http://www.rlc.org.au/admin/spaw2/uploads/files/RLCboarders.pdf>

This guide for community workers outlines the laws that cover boarders and lodgers. Unlike most other states, in NSW there is no specific Act or Tribunal which covers boarders and lodgers. Most rights come from the written or spoken agreement with a landlord.

Consumer, Trader and Tenancy Tribunal (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-11-consumer-trader-tenancy-tribunal/index.php>

This web page explains how the Tribunal settles disputes between tenants and landlords. It includes a sample letter to request reasons for tribunal orders.

Emergency card (NSW), 2011, [Information card], The Aged-care Rights Service (TARS), Free, (02) 9281 3600 / Country callers: 1800 424 079

This card provides information on who should be contacted if a person collapses, including the name of the Attorney under a Power of Attorney and their Guardian.

Fines (NSW), 2011, [Web page], LawAccess, (02) 8833 3161 / 1300 888 529, jane_pritchard@agd.nsw.gov.au
http://www.lawlink.nsw.gov.au/Lawlink/lawaccess/ll_lawassist.nsf/pages/lawassist_fines

This web page on the LawAssist website explains the process when a person receives a fine, including how to ask for a review, payment options, how to challenge a fine in court and information about driver's licence suspensions. There are step-by-step guides to preparing for hearings and appearing in court with sample forms and instructions for preparing submissions and character references. Please contact Rita Bhattacharya on (02) 8833 3104 or Rita_Bhattacharya@agd.nsw.gov.au for questions or feedback on LawAssist.

How to resolve a problem (Australia), 2011, [Web page], Australian Competition and Consumer Commission (ACCC), 02 9230 9133,
<http://www.accc.gov.au/content/index.php/ml/itemId/815327?pageDefinitionItemId=86167>

This web page explains the steps to take to resolve a problem with a purchase, first by contacting the seller/service provider, then the ACCC or another third party.

How will my guardian make an accommodation decision for me? (NSW), Office of the Public Guardian, 2011, 3rd ed., 22p., [Booklet], Attorney General's Department of NSW (AGD), Free
[http://www.courtwise.nsw.gov.au/lawlink/opg/ll_opg.nsf/vwFiles/Accommodation_Decision_Making_3rd_Edition_2011.pdf/\\$file/Accommodation_Decision_Making_3rd_Edition_2011.pdf](http://www.courtwise.nsw.gov.au/lawlink/opg/ll_opg.nsf/vwFiles/Accommodation_Decision_Making_3rd_Edition_2011.pdf/$file/Accommodation_Decision_Making_3rd_Edition_2011.pdf)

This updated publication aims to assist people with disabilities who come under guardianship so they can better understand how decisions are made about their accommodation.

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Incorporating a new association (NSW), 2011, 2p., [Factsheet], NSW Fair Trading, Free, 13 32 20 / 1300 723 404
http://www.fairtrading.nsw.gov.au/pdfs/About_us/Publications/FT44_4_Incorporating_a_new_association.pdf

This factsheet explains 10 key requirements for incorporating an association, including developing a constitution, setting up a committee, reserving a name and insurance. It is available in English, Arabic, Burmese, Chinese (Traditional) Dari, Dinka and Vietnamese.

Locks and security (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-07-locks-security/index.php>

This web page explains the law in NSW about the security of rented premises and includes a sample letter for locks and security measures needed.

Mortgagees and tenants (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-21-mortgagees-and-tenants/index.php>

This web page for tenants explains what to do if they get a letter or notice about a mortgage payment default and the premises they are renting. It includes a sample letter to the mortgagee if there are proceedings in the Supreme Court between the mortgagee and the mortgagor.

Mould (NSW), 2011, 2p., [Factsheet], Tenants' Union of NSW, Free, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://intranet.tenants.org.au/print/fs24-2010.pdf>

This factsheet explains how to deal with landlords and agents to resolve disputes about mould, depending on whether the tenant wants to stay or leave.

Rent arrears (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-05-rent-arrears/index.php>

This web page outlines the processes that can follow non-payment of rent. It includes sample letters on rent arrears payment and an offer to pay rent arrears.

Rent increases (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-04-rent-increases/index.php>

This web page explains the law in NSW about how rent may be increased. There are sample letters for rent increase invalid, rent increase compromise, rent increase in share-housing and overpaid rent recovery.

Repairs and maintenance (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-06-repairs-maintenance/index.php>

This web page explains the process for getting repairs and maintenance done to a rented premise. There are sample letters for repairs before tenancy, repairs needed, repairs needed urgently, reimbursement for urgent repairs and repairs needed to be dealt with by the owners' corporation.

Residential Tenancies Act 2010 (NSW), 2011, 2p., [Factsheet], Tenants' Union of NSW, Free, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://intranet.tenants.org.au/print/fs01-2010.pdf>

This factsheet outlines tenants' rights under the Residential Tenancies Act 2010 and Residential Tenancies Regulation 2010 including what the Act covers.

Respect my decisions: it's my right! (NSW), 2011, 21p., [Booklet], ASLaRC Aged Services Unit, Free, 02 6659 3197, aslarc@scu.edu.au
http://aslarc.scu.edu.au/respect_my_decisions ITS MY RIGHT - May 2011.pdf

This booklet for GLBTI people is a guide to planning in advance for the end stage of life. Information is provided on enduring guardianship, preparing an enduring power of attorney, wills, funerals and burials and dispute resolution. Contact details of a number of organisations that can provide further information and assistance is also provided.

Small business scams (Australia), 2010, 2p., [Factsheet], Australian Competition and Consumer Commission (ACCC), Free, 02 9230 9133
http://www.accc.gov.au/content/item.phtml?itemId=913778&nodeld=cc182b0d307e710907564bbfbb1a4182&fn=Small_business_scams_fact_sheet.pdf

This factsheet explains how people can protect themselves and their business by being aware of the common scams targeting small businesses.

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Smoke alarms (NSW), 2011, 2p., [Factsheet], Tenants' Union of NSW, Free, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://intranet.tenants.org.au/print/fs20-2010.pdf>

This factsheet explains the law about smoke alarms, including requirements that landlords install them in private dwellings and boarding houses, replacement of batteries and alarms for people with hearing impairment.

Speaking for myself: planning for later life decision-making (NSW), Legal Aid NSW and The Benevolent Society, 2011, 30p., [Booklet], Legal Aid NSW, Free, 02 9219 5028 publications@legalaidsnsw.gov.au
<http://www.bensoc.org.au/uploads/documents/Speaking-for-myself-2011.pdf>

This guide aims to help older people plan for later life before they become unable to make their own decisions. It explains the steps to take to make their wishes legally binding, such as preparing a will, appointing a trusted and responsible power of attorney and enduring guardian and preparing an advance care directive. It is also available from <http://lacextra.legalaidsnsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/87.pdf>.

Storm damage (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-22-storm-damage/index.php>

This web page is about damage to premises that is neither the fault of the landlord nor the tenant - the result of a storm or flood, or other causes of such damage (e.g. a car crashes into the premises). It includes downloadable sample letters for requesting repairs, urgent repairs, reimbursement for urgent repairs and requests to an owners' corporation for damage to common areas.

TARS brochure (NSW), [Pamphlet], The Aged-care Rights Service (TARS), Free, (02) 9281 3600 / Country callers: 1800 424 079

This brochure explains TARS services including advocacy, representation and legal advice on issues such as consumer issues, human rights matters, social security matters, substitute decision-making and aged rights advocacy. Print copies are available in the following languages: English, Arabic, Chinese, Greek, Hindi, Italian, Korean, Spanish, Tamil and Vietnamese.

Transfer and subletting (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-18-transfer-subletting/index.php>

This web page explains legal issues for tenants in private rental who want to transfer their tenancy or to sub-let to another person. Includes sample letters to consent to a request and for consent withheld.

Using disability discrimination law in NSW (NSW), 2011, 2nd ed., 28p., [Booklet], NSW Disability Discrimination Legal Centre, Free, 1800 800 708, info@ddlcnsw.org.au

This updated guide explains what disability discrimination is, relevant state and federal laws and ways in which advocates and legal practitioners can assist clients experiencing disability discrimination. It also explains how to take action against discrimination including legal action.

What can I do? (NSW), 2011, 12p., [Factsheet], Community Restorative Centre (CRC), Free, 02 9288 8700, info@crcnsw.org.au
<http://www.crcnsw.org.au/images/brochure/WhatCanIDo.pdf>

This guide for families and friends of prisoners explains how to find out where prisoners are, prisoner transfers, video visits, how to deposit money for prisoners, mental health emergencies and CRC's bus service to country jails. It is available in English, Arabic, Chinese, Spanish and Vietnamese.

Within reach: problems with your electricity, gas or water supplier? (NSW), 2011, 2p., [Pamphlet & Poster], Energy and Water Ombudsman NSW (EWON), Free, 1800 246 545, omb@ewon.com.au
http://www.ewon.com.au/ewon/assets/File/Publications/Brochures/EWON_ATSI_brochure.pdf

This pamphlet explains EWON's services including dealing with complaints about suppliers, negotiating with suppliers, information on payment options and sources of advice and support. Printed copies can be ordered free. An A3 poster and children's drawing sheet are also available.

You want to leave (NSW), 2011, [Web page], Tenants' Union of NSW, 02 8117 3700, tenweb_nsw@fcl.fl.asn.au
<http://www.tenants.org.au/publish/factsheet-09-you-want-to-leave/index.php>

This web page explains the law in NSW about moving out of rented premises. It includes sample letters for inspections, domestic violence, social housing offers, sale of premises during or at the end of a fixed term and when moving without giving a reason.

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OTHER

Social justice opportunities: a career guide for law students and new lawyers (Australia)

National Pro Bono Resource Centre and Australian Law Students Association, 2011, [Web site], National Pro Bono Resource Centre (NPBRC), 02 9385 7381, info@nationalprobono.org.au
https://wic041u.server-secure.com/vs155205_secure/cms/files/cms/Social%20Justice%20Opportunities.pdf

This website is a career guide for law students and new lawyers. It lists paid professional positions in organisations with social justice objectives, scholarships, internships and graduate programs. A 19p.booklet is available on the site. Produced with funding assistance from the Law and Justice Foundation of NSW.

PLAIN LANGUAGE WRITING

Better information handbook (Vic), 2011, New ed., 86p., [Book], Victoria Law Foundation, Free, 03 9604 8100, contact@victorialaw.org.au
http://www.victorialawfoundation.org.au/images/stories/publication_better_info_handbook.pdf

This book is for those publishing community legal information. It includes knowing your audience and writing for them, choosing the best format for your publication and how to know if it is working. It explains principles of plain language and gives practical advice on how to apply them. This edition is published with kind permission of Advicenow UK www.advicenow.org.uk.

PAST EDITIONS

Past editions of the newsletter are searchable at <http://www.lawfoundation.net.au/pllsearch> through 'plain language law search', which contains over 920 resources. It is searchable by format (eg DVD, booklet, etc), language, law type and target group.

ABOUT PLL

Plain Language Law is produced by Erika Murray and Abigail Gray, Law and Justice Foundation of NSW, (02) 8227 3220, with assistance from the Legal Information Access Centre (LIAC). To find NSW plain language law resources in particular subject areas contact LIAC (02) 9273 1558 or check the web at <http://liac.sl.nsw.gov.au/> or call LawAccess on 1300 888 529 or check their website at: www.lawaccess.nsw.gov.au

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