



Plain Language Law

NO. 72, NOVEMBER 2014 | A newsletter that aims to keep community, legal and government sectors up-to-date with a selection of recent plain language law resources produced in NSW. To browse our online database of recent and past products visit www.lawfoundation.net.au/pllsearch

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COMMUNITY LEGAL EDUCATION

Advanced media skills (NSW), [Workshop], Public Interest Advocacy Centre - Workshops, \$400.00, 02 8898 6503, piac@piac.asn.au,

<http://www.piac.asn.au/trainingevent/advanced-media-skills-3>
This one-day workshop builds media skills and provides personal coaching from leading industry professionals. It gives an understanding of what the media want, getting the message out, what to do when things go wrong and developing on-going relations with the media. Learn from the experts about how to deliver a message effectively and with confidence. Please register by completing the form online. Otherwise, and for all other inquiries, please call Lena Lowe on 02 8898 6503. Upcoming session: in Sydney CBD, 6 May, 2015.

Advocacy skills (NSW), [Workshop], Public Interest Advocacy Centre - Workshops, \$240.00, 02 8898 6503, piac@piac.asn.au,

<http://www.piac.asn.au/trainingevent/advocacy-skills-3>
This practical one-day workshop provides the skills to match strategies developed in strategy planning, and to be more effective in advocacy work. The workshop can be taken in conjunction with Advocacy Strategies to form a two-day workshop. Participants will complete strategy planning, learn the best way to get an issue heard in parliament, prepare an advocacy tool kit, write a media release, negotiate for the best outcomes and put together a lobbying kit. Please register by completing the form online. Otherwise, and for all other inquiries, please call Lena Lowe on 02 8898 6503. Upcoming session: in Sydney CBD, 12 March, 2015.

Advocacy strategies (NSW), [Workshop], Public Interest Advocacy Centre - Workshops, \$240.00, 02 8898 6503, piac@piac.asn.au

<http://www.piac.asn.au/trainingevent/advocacy-strategies-3>
This one-day workshop teaches the building blocks of good advocacy and how to work effectively with government and other decision-making bodies.

Participants can plan an advocacy strategy around a real issue in their community or from their work. The workshop can be taken in conjunction with Advocacy Skills to form a two-day workshop. Please register by completing the form online. Otherwise, and for all other inquiries, please call Lena Lowe on 02 8898 6503. Upcoming session: in Sydney CBD, 11 March, 2015.

Divorce class (NSW), 2014, [Workshop], Legal Aid NSW – public workshops, Free, cle@legalaid.nsw.gov.au, <http://www.legalaid.nsw.gov.au/what-we-do/workshops/calendar-general-public>

This two-hour workshop will provide information about how to complete and lodge divorce application forms, a step-by-step explanation of the divorce process and information about service of documents and the hearing. The workshop will be held on various dates in December at Legal Aid offices in Haymarket, Bankstown, Fairfield, Gosford and Penrith. For details and to register use the URL above. Registration is essential.

Law webinars for community workers (NSW), 2014, [Webinar], Legal Aid NSW – Workshops, Free, 02 9219 5879, cle@legalaid.nsw.gov.au <http://www.legalaid.nsw.gov.au/what-we-do/workshops/law-webinars-for-community-workers>

These webinars (web seminars) for community workers cover Bridging Visa E 'Code of Behaviour' (Wednesday December 3), Domestic violence reforms (Wednesday December 3), Fines and Work and Development Orders (Thursday December 4) and Police powers (Thursday December 11). For details and to register use the URL above. Registration is essential.

Law webinars for everyone (NSW), 2014, [Webinar], Legal Aid NSW – public workshops, Free, 02 9707 4555, cle@legalaid.nsw.gov.au

<http://www.legalaid.nsw.gov.au/what-we-do/workshops/calendar-general-public>
These webinars (web seminars) for the general public run for 30 minutes. They cover Mortgage stress (Tuesday December 2), Fine basics (Tuesday December 9), Cyberbullying and sexting (Thursday December 11) and Drink driving (Wednesday December 17). For details and to register use the URL above. Registration is essential.



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Tenancy law for non-lawyers (NSW), [Workshop], Public Interest Advocacy Centre - Workshops, \$240.00, 02 8898 6506, piac@piac.asn.au

<http://www.piac.asn.au/course/tenancy-law-non-lawyers>

This workshop is a one-day introduction by the Tenants' Union to tenancy laws for community workers who assist or advocate for clients about housing. It will help to clarify the complicated field of tenancy law. Please register by completing the form online. Otherwise, and for all other inquiries, please call Sarah Ludowici on 02 8898 6506. Upcoming session: in Sydney CBD, 22 April 2015.

FORTHCOMING PUBLICATIONS

Are you being squeezed for debt? (NSW), [Factsheet], Legal Aid NSW, 02 9219 5028. This factsheet is being updated.

Discrimination toolkit (NSW), 2014, 3rd ed., [Book], Legal Aid NSW, 02 9219 5028. This new edition will be published soon.

Have you been caught driving unlicensed, suspended or disqualified? (NSW), [Factsheet], Legal Aid NSW, 02 9219 5028.

Just a piece of paper? Making your AVO work for you. (NSW), 3rd ed., [Booklet], Southern Women's Group Inc. – Bega. This booklet is intended to help people who already have an Apprehended Violence Order (AVO) for their protection and provides information about how AVOs work, how to report breaches and keep evidence of breaches, varying and revoking an AVO and AVOs and family law, immigration and victims support. It also has information about staying safe and includes a new section on LGBTIQ relationships from the Safe Relationships Project at Inner City Legal Centre. It will be part of the Legal Toolkit in all public libraries in NSW.

Kids in care factsheets (NSW), [Factsheet], Legal Aid NSW, 02 9219 5028. Translations of these factsheets will be published in community languages.

Manage your own divorce: Factsheet 1-4 (Australia), Legal Aid NSW, 02 9219 5028. Translations of these factsheets will be published in community languages.

Need immigration advice? (NSW), [Factsheet], Legal Aid NSW, 02 9219 5028. Translations of these factsheets will be published in community languages.

Older persons diary (NSW), 2015, [Booklet], Legal Aid NSW, 02 9219 5028. The diary for 2015 is going to print in November. It is not listed in Legal Aid's ordering system. Anyone interested in pre-ordering free copies please email kim.gabler@legalaid.nsw.gov.au

What is an 'indictable' appeal? (NSW), [Factsheet], Legal Aid NSW, 02 9219 5028.

GUIDES TO THE LAW

Advertising and selling guide: a guide for business (Australia), 2014, 40p., [Booklet], Australian Competition and Consumer Commission (ACCC), 02 9230 9133, http://www.accc.gov.au/system/files/Advertising%20and%20selling_0.pdf

This guide is targeted to businesses but is also useful for financial counsellors. It has a particular focus on online marketing and gives a clear overview of key aspects of the Australian Consumer Law (ACL) and Competition and Consumer Act 2010. It covers misleading or deceptive conduct, consumer guarantees, unfair contract terms and unsolicited consumer agreements. New guidance is provided in regards to 'was/now' or 'strike through' pricing, reviews and testimonials, online group buying, claims relating to environmental and organic merits, and country and place of origin.

Are you having problems with fines? (NSW), 2014, 6p., [Factsheet], Legal Aid NSW, 02 9219 5028, <http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/110.pdf>

This guide will help people deal with their fines and get a better result. Updated translations will be published shortly.

Child support factsheet 1: taking action to get child support (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/374.pdf>

This factsheet describes the steps to obtaining child support, recognising that Family Tax Benefits can be reduced unless reasonable action is taken to obtain child support from the child's father.

Child support factsheet 2: taking action to dispute paternity (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/375.pdf>

This factsheet is for those who are assessed to pay child support for a child, but do not think they are the father.



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Child support factsheet 3: applying for leave to change your assessment (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/376.pdf>

This factsheet explains special circumstances that could make a child support assessment unfair and how to apply to the Department of Human Services: Child Support for a change of assessment.

Child support factsheet 4: applying for a stay order (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/373.pdf>

This factsheet provides information about obtaining a stay order, which is a temporary court order that suspends or reduces child support while a decision is made about a child support application.

Child support factsheet 5: going to the Social Security Appeals Tribunal (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/368.pdf>

This factsheet explains the steps required to appeal decisions made by the Department of Human Services: Child Support at the Social Security Appeal Tribunal (SSAT).

Defacto relationships and family law (NSW), 2014, 6p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/156.pdf>

This factsheet provides information about changes in the law affecting de facto couples including same-sex relationships.

Do you run a not-for-profit? It may be a registered charity (Australia), 2014, 2p., [Factsheet], Australian Charities and Not-for-profits Commission (ACNC), 13 22 62, advice@acnc.gov.au

<http://acnc.gov.au/CMDownload.aspx?ContentKey=2d2b5679-a7f5-41c0-bc84-d3c9c53b1fed&ContentItemKey=22123b3c-344f-4c60-9f8e-616e0c10962a>

This factsheet explains how to check whether your organisation is a registered charity. It outlines the obligations of registered charities and the role of the ACNC.

Fined out booklet: a practical guide for people having problems with fines (NSW), 2014, 4th ed., 84p., [Booklet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/109.pdf>

This guide helps people deal with their fines and get a better result. Available in full text on the Inner City Legal Centre website, <http://www.iclc.org.au/finedout/>

Getting started (NSW Vic), 2014, [Video], Justice Connect (NSW), 02 9114 1793, admin@justiceconnect.org.au

<http://www.youtube.com/watch?v=05F6lnRmZxM&feature=youtu.be>

This animated video outlines the rationale for establishing not-for-profit organisations, their functions and responsibilities. It has been produced by the Not-for-profit Law project. Running time is 3:33 minutes.

Have you crashed your car? (NSW), 2014, 20p., [Booklet], Legal Aid NSW, 02 9219 5028,

<http://www.legalaid.nsw.gov.au/publications/factsheets-and-resources/have-you-crashed-your-car/>

This booklet is for people who have crashed their car and are not insured for motor vehicle property damage or are not claiming on their insurance. It outlines what to do right after the accident and how to negotiate settlement or prepare for court.

Manage your own divorce: factsheet 1 – applying for a divorce (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/514.pdf>

This factsheet outlines the divorce process, gives tips on preparing an affidavit and a checklist of tasks.

Manage your own divorce: factsheet 2 – serving your divorce documents: what to do (NSW), 2014, 8p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/515.pdf>

This factsheet explains the procedure for serving divorce documents. “Serving” means posting or having someone deliver the documents to the spouse in accordance with the court rules. The documents cannot be delivered by the other spouse.

Manage your own divorce: factsheet 3 – divorce hearing (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://laxextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/551.pdf>

This factsheet is to assist those managing their own divorce hearing.



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Manage your own divorce: factsheet 4 – separation under the same roof (NSW), 2014, 4p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://lacextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/516.pdf>

This factsheet outlines how to satisfy the court that a couple has separated if they still live under the same roof. The court requires that a couple is separated for the 12 months immediately before filing for divorce.

Need immigration advice? Talk to us. (NSW), 2014, 6p., [Factsheet], Legal Aid NSW, 02 9219 5028,

<http://lacextra.legalaid.nsw.gov.au/Publications/Website/FactsheetsAndResources/Search?keyword=immigration&publicationTopicId=0&publicationLanguageId=0>

This factsheet explains how to access the immigration service, which provides free legal advice about refugee and family visas but not about business, skilled and student visas. It includes a list of locations where Legal Aid solicitors give legal advice. It is available in English, Arabic, Dari/Farsi and Burmese.

Rest assured: a legal guide to wills, estates and funerals (NSW), Rosemary Long and Trudy Coffey, 2011, 5th ed., 128p., [Book], Federation Press, \$29.95, 02 9552 2200, info@federationpress.com.au

http://www.legalanswers.sl.nsw.gov.au/guides/wills_estates/index.html

This book highlights the procedures that accompany death. It discusses recent changes to the law and explains what to consider when writing a will, how to change a will, how to make a power of attorney, or leave instructions if you are incapacitated, how to plan ahead, how to obtain probate, what to do if there is no will and how to arrange a funeral. A Tool Kit title available in NSW public libraries. The online version has been updated to reflect changes to the law about Power of Attorney. Last updated October 2014.

Risks and duties (NSW Vic), 2014, [Video], Justice Connect (NSW), 02 9114 1793, admin@justiceconnect.org.au

http://www.youtube.com/watch?v=2KgGvbKy_y4&feature=youtu.be

This animated video outlines governance issues for not-for-profit organisations. It has been produced by the Not-for-profit Law project. Running time is 2:29 minutes.

Small claims guide (Australia), 2014, 37p., [Web page], Fair Work Ombudsman, 02 8276 0999,

<http://www.fairwork.gov.au/how-we-will-help/how-we-help-you/help-resolving-workplace-issues/taking-legal-action-in-the-small-claims-court>

This webpage is designed for employees and employers who are recovering small amounts of money through the courts. It links to court forms and legal resources for each state and territory, and has a 6-part series of videos on the small claims process, each running less than 2 minutes. There is a link to a 37 page booklet covering things to consider before making a small claim, getting started, completing the court forms, filing them with the court, serving the application and the court process. The booklet includes template letters and forms and contact information.

Tax (NSW Vic), 2014, [Video], Justice Connect (NSW), 02 9114 1793, admin@justiceconnect.org.au

<http://www.youtube.com/watch?v=JVRPbsgeHA&feature=youtu.be>

This animated video outlines tax benefits and obligations for not-for-profit organisations. It has been produced by the Not-for-profit Law project. Running time is 2:51 minutes.

Tell us what you think. We value your feedback (NSW), 2014, 6p., [Pamphlet], Legal Aid NSW, 02 9219 5028,

<http://lacextra.legalaid.nsw.gov.au/PublicationsResourcesService/PublicationImprints/Files/202.pdf>

This pamphlet includes a feedback form, a list of Legal Aid offices where it can be submitted and how to submit a form online.

ABOUT PLL

Plain Language Law (PLL) is produced by Anna Russell and Jane Kenny, Law and Justice Foundation of NSW, phone (02) 8227 3200 or visit www.lawfoundation.net.au, with assistance from the Legal Information Access Centre (LIAC). Additional sources of plain language law material can be found at LIAC – call (02) 9273 1558 or visit www.legalanswers.sl.nsw.gov.au, or LawAccess – call 1300 888 529 or visit www.lawaccess.nsw.gov.au

SEARCHABLE PLL DATABASE

www.lawfoundation.net.au/pllsearch

Resources included in recent and past editions of the PLL newsletter are catalogued in our PLL Database, which contains over 1000 resources and is searchable using the PLL search tool. The database was designed to assist workers looking to develop a new plain language law product and the resources are searchable by format (e.g. DVD, booklet, etc.), language, law type and target group.

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