

ANNUAL REPORT | 2018-2019



Fighting to protect
the Human Rights
of Women in Prison



FLAT  OUT



Flat Out Inc
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ABN: 68037026364

“fighting to protect the human rights of women in prison”

Flat Out and its staff are committed to supporting the rights, safety, participation and empowerment of all children

Hours of Operation: Monday – Friday 9am – 5pm except Public Holidays

Annual Report Design Jacqui Rayner

Photography by Flat Out

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How to get to Flat Out, 255 Ballarat Rd, Footscray 3011

Trains – Sunbury or Werribee to Footscray Train Station

From Footscray Train Station (Irving St)

Bus 223 – Yarraville to Highpoint Shopping Centre – Eleanor St/Ballarat Road bus stop

From Paisley St, Footscray

Bus 410 – Sunshine to Footscray, via Ballarat Road – Eleanor St/Ballarat Road bus stop

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Formal acknowledgement of Traditional Ownership

Flat Out acknowledges Aboriginal and Torres Strait Islander peoples as the first peoples of Australia. We pay our respects to the Wurundjeri people of the Woi-wurrung Language Group both past and present that make up part of the Kulin Nation, as the traditional owners of the land on which Flat Out is based.

We acknowledge the Elders, families and forebears of the tribes of the Kulin Nation who were the custodians of the land which we occupy. We acknowledge that the land on which we meet was the place of age old ceremonies of celebration, initiation and renewal and that the Kulin Nation people's living culture had and has a unique role in the life of this region.

We recognise the loss and grief held by Indigenous people in Australia caused by alienation from traditional lands, the loss of lives and freedoms and the forced removal of children.

We defend the rights of Aboriginal and Torres Strait Islander peoples to live according to their own beliefs, values and customs and the importance of their contribution to strengthening and enriching the heritage of all Australians.

We believe that equal partnerships with Aboriginal and Torres Strait Islander peoples are integral to addressing the needs of communities.

We believe that ignorance, apathy, resistance and opposition still exists about reconciliation and the need to overcome Aboriginal and Torres Strait Islander disadvantage is great.

We believe that through understanding the spiritual relationship between the land and its first peoples, we share our future and take the steps towards living equally in harmony with dignity and respect.

We accept responsibility for challenging racism, exclusion and oppression in all its forms.



Special thank you

To the Women Flat Out has worked with over the past year, thank you for giving us the opportunity to work with you. Thank you for sharing your stories, insights, courage, advice and strength.

Thank you to our funders

COMMONWEALTH & STATE GOVERNMENT FUNDING

NORTH WESTERN MELBOURNE PHN (MELBOURNE PRIMARY CARE NETWORK) DEPARTMENT OF HEALTH, ALCOHOL AND OTHER DRUG TREATMENT SERVICE DELIVERY

Michal Morris, NWMPHN, Director, Alcohol and Other Drugs and Suicide Prevention

Brad Pearce, NWMPHN, Acting Manager, Alcohol and Other Drugs and Suicide Prevention

Monique Parker, NWMPHN, Project Support Officer, AOD & Suicide Prevention

DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS) SPECIALIST HOMELESSNESS SERVICES ARISING FROM THE NATIONAL AFFORDABLE HOUSING AGREEMENT

Helga Jennings, Area Manager, Brimbank Melton Area, West Division, DHHS

Lindsay Galvin, Service Advisor, Brimbank/Melton Area, DHHS

Brendan Duffy, SHSC Support, DHHS

STATE GOVERNMENT

Family Safety Victoria

NON-GOVERNMENT FUNDING

Grassroots fundraising and donations
Melbourne Magistrates' Court of Victoria
StreetSmart Australia
Victorian Legal Services Board

Donations

Alison D., Ben M, Beatka P., Caitlin C., Caitlin P-P., Cameron B., Chloe W., Eastern Emergency Relief Network, Elliot R., Esther K., Frank, Gordon C., Green Light Theatre, Jamie F., Juli A., Leah W., Linda C., Lindee C., Pastor John & Sarah Sparey & David Humberstone - Citycare Hillsong and volunteers, S.Fong, Share the Dignity, Sharon N., Vic First Aid

Flat Out would also like to thank the following individuals and organisations for their significant support, advice, assistance and contribution of time, skills and resources to Flat Out including:

- Speaking at public forums and conferences
- Co-training and facilitation inside of Dame Phyllis Frost Centre Women's prison
- Co-writing submissions and responses to Inquiries
- In-kind donations of time and resources
- Co-advocacy with clients and on systemic issues
- Adam Robinson, CEO StreetSmart Australia
- Abolitionist and Transformative Justice Centre
- Amanda George, Flat Out Management Collective Board
- Amy Jenkins, Flat Out Management Collective Board
- Antoinette Braybrook and the team, Djirra
- Billi Clarke, Launch Housing, Southbank
- Bree Carlton, Flat Out Management Collective Board
- Caraniche, Employment Assistance Program
- Charandev Singh, Human Rights and Indigenous Education Advocate, Activist and Community Educator
- The Programs team at DPFC
- Cathy Whelan, Chief of Staff, Office of the Minister for Corrections Victoria
- Council to Homeless Persons (CHP)
- David Humberstone and volunteers, Citycare Hillsong
- Debbie Kilroy and the team, Sisters Inside, QLD
- Eastern Emergency Relief Network
- Emeline Gaske, Flat Out Management Collective Board
- Heather Holst, Launch Housing and staff
- Hilary Knack, Flat Out Management Collective Board
- Hui Zhou, Megan Pearce and the team at Darebin Community Legal Centre
- Inner Melbourne Legal
- Jobs Australia
- Justice Connect
- Karen Fletcher, Flat Out Management Collective Board
- Law Advocacy Centre for Women
- Launch Housing, Southbank and East St Kilda Women's House
- Local Area Service Network (LASN), North & West Metropolitan Region
- Malcolm Feiner, Corrections Resource Centre
- Mehran Erfanian, Centrax Computer Services
- Reeanna Maloney, Flat Out Management Collective Board
- Salvation Army Housing Services, EastCare
- St Kilda Crisis Centre
- WhiteDog GreenFrog IT consultants
- Women's Housing Ltd
- Unison Community Housing

Friends of Flat Out

Thank you to all the amazing Flat Out supporters and contributors who have given time, energy and resources.

It's your assistance and support that makes Flat Out a unique strong organisation.

FLAT OUT MANAGEMENT COLLECTIVE BOARD MEMBERS

JULY 2018 – JUNE 2019

Amanda George, Bree Carlton, Emeline Gaske, Hilary Knack, Karen Fletcher & Reeanna Maloney

RESIGNED MANAGEMENT COLLECTIVE BOARD MEMBERS

Amy Jenkins, Jill Prior, Kay Dyson

FLAT OUT EMPLOYEES | JULY 2018 – JUNE 2019

Alice Macartney

Team Leader

Billi Clarke

Acting Executive Officer locum

Caitlin Coleman

Outreach Support & Advocacy locum and Accreditation

Emma Law

Outreach Support & Advocacy

Gaylene Donaldson

Outreach Support & Advocacy

Jiembra Shiels

Chief Financial Officer

Kayla Ta

Executive Officer

Laura Button

Women Transforming Justice Project Senior Outreach

Melissa Walshe

Women Transforming Justice Project Senior Outreach

Michele Old

Administration Resource Coordinator

Olivia Henry

Women Transforming Justice Project Senior Outreach

Patrizia Archivio

Finance Manager

Rei Alphonso

Family Violence Justice Project

PAST EMPLOYEES

Jake Argyll, Tamaduer Ali, Tarneen Onus-Williams & Wendy Hedges



Organisation Overview

Flat Out is an independent, not for profit, community-based organisation that is managed by and for women.

Flat Out is committed to co-creating safer spaces, fostering support and self-determination for people who identify as sistergirls, intersex, transgender and/or gender diverse women. We respect that identity is for the individual to define and work collectively to ensure that people with these identities are accorded respect and access to our support and advocacy and provided ongoing opportunities to inform policies concerning the intersection of their identities with experiences of criminalisation.

Flat Out Management Collective (Board) embraces fairness and equality through the essential roles of governance, management and leadership that are underpinned by a comprehensive set of values, policies and procedures and delegated authority.

Flat Out is a state-wide homelessness support and advocacy service for women 18+, (with/without children) who have had contact with the criminal justice and/or prison system in Victoria. Flat Out receives government funding through the Department of Health and Human Services (Victoria), the North Western Melbourne Primary Health Network (NWMPHN), the Department of Health (Federal), Family Safety Victoria, Legal Services Board and project funds from various sources to increase our capacity to deliver innovative and effective services, advocacy and social change. Government funding is for the purpose of providing individualised support and advocacy for women (with/without children) to address homelessness, drug and alcohol treatment and a range of other support and advocacy to address the underlying causes of criminalisation.

Independent funding is raised through donations, grants and grassroots fundraising for the purposes of Flat Out's social change and systemic advocacy work.

Flat Out leads and participates in research and community education, seeking to inform the wider community about the harms that occur for women in the criminal justice system. Flat Out works directly with women who have experienced criminalisation and/or incarceration and to improve the rights and conditions of women in prison. Flat Out works to prevent women from going to prison and keeping women out of prison once they are released.

The theories and values that underpin Flat Out's work have remained constant since Flat Out's inception (1988). Through community involvement, education and research, Flat Out works toward having a strong voice in the prison abolition movement in Australia and internationally. Our vision is that eventually prisons will be viewed as antiquated, cruel and ineffective institutions. Not unlike the movements to abolish slavery; movements to end racism; the women's liberation movement, and the movement to end homelessness. Flat Out seeks to work alongside diverse communities to end all forms of inequality and unfairness. We see all these movements as interconnected.



Key Result Areas

Key Result Area 1:

Led by Women's Lived Experience
All platforms of Flat Out's activity are driven by women's lived experience.

Key Result Area 2:

Exemplary Outreach Support and Advocacy
Flat Out's direct support service activities are for women 18+ who have had contact with the criminal justice and/or prison system in Victoria; with a focus on women who are homeless or at risk of homelessness and for women seeking support to access drug and alcohol treatment and other therapeutic services.

Key Result Area 3:

Effective Systemic Advocacy and Social Change
Over its 31 years of operation Flat Out has achieved a unique and respected position in the wider community as an advocate for systemic and social change. This role is an integral part of Flat Out's commitment to the rights of all women involved in the criminal justice system and the long term vision of abolishing the prisons.

Key Result Area 4:

Strategic Organisational Development
Flat Out has dedicated Management Collective Board members, employees, and volunteer activists that implement our vision and plans. Stakeholders and partners are also crucial to Flat Out's strength and viability. Flat Out is continually improving and strengthening its work through regular review, reflection and change. We are a learning and adaptive organisation.

Key Result Area 5:

Innovative Financial Sustainability and Capacity Building
Flat Out receives recurrent government funding as well as funding and grants from non-government and independent sources for specific initiatives including Flat Out's systemic advocacy and social change work. Flat Out has continued to grow, dedicating significant resources to organisational development and improved services. This plan acknowledges Flat Out's sustained focus on continuous quality improvement. To achieve this Flat Out will maintain its commitment to generating income from diverse sources to achieve the future directions of the organisation.

Flat Out Strategic Plan

Flat Out Values

Aboriginal and Torres Strait Islander people's as the first peoples of Australia
Our organisation being run by and for women
Working with women (and their children) who are criminalised
Providing high quality support services and advocacy
Freedom, equality and self-determination
Social justice and economic opportunities for all
Everyone has the right to lead safe, violence-free lives
Being part of a movement to end criminalisation and imprisonment
Working with the wider community toward our vision

Our Vision

Women are not criminalised or imprisoned

How we will get there.

We will remain focussed on working with women who are criminalised
We will provide high quality woman centred support and advocacy
We will support women to obtain appropriate and affordable housing
We will support women in their journeys to good health and wellbeing
We will support women to reconnect with family and community
We will actively promote effective alternatives to criminalisation and imprisonment
We will lead and contribute to effective social and systemic change
We will work with the wider community towards our vision

Key challenges for this plan

Achieving Flat Out's vision and plan in a period of heightened focus on law and order, changes to sentencing practices and unprecedented prison expansion
Securing Flat Out's substantive funding (government and philanthropic) beyond June 2019
Returning our organisational deficit to surplus whilst maintaining quality improvements
Retaining our skilled and committed Management Collective Board, employees and volunteers

Management Collective Board Report

Small organisations like Flat Out only ever survive because of the extraordinary commitment of the workers and the board and the support of the community we are part of.

At a board level it can be hard to know what the quality of work is, that is being done on the ground with women who have been criminalised or exiting prison. What we hear from a whole variety of sources is that although like all organisations we have changes in workers, the service and support that women come to Flat Out for and continue to get, is informed by abolitionist politics and practice that centres women is non-judgemental and often means we are the support service of choice.

The lives that many women have lived before prison have been marked by ongoing trauma, loss, dislocation, violence, addiction, mental health issues and discrimination. Many organisations would call these needs and our women, complex or difficult. However anyone who has worked with women in prison understands that this is the reality for most criminalised women and really what is difficult and complex is negotiating their engagement with services that are judgemental and inflexible.

This year we had Kayla Ta at the helm as our Executive Officer. Kayla did an extraordinary job along with her non-casework team of putting administrative and governance systems in place and ensuring our financial probity. As this year was an accreditation year much time was spent on ensuring that we meet the standards required of services like ours. Unfortunately for small organisations accreditation is an enormous cost to us relative to the cost for big organisations. It is a unfair burden and expectation on small organisations without any financial assistance from funders who require this exercise.

The Victorian State Government continues on its course of economic recovery through prison rather than house building. Such a juggernaut cannot continue forever without bankrupting the state and the fabric of the community. We have said in many annual reports that it is the government itself, that is creating the pressure on prisons through changes to parole, sentencing and increasing policing rather than investing in community support such as mental health services, drug and alcohol services, housing and places where communities can get together, other than just on the sporting field.

We have been extremely fortunate to have workers who have given us great loyalty and commitment to the women that they work with. We are also grateful to all of the organisations that have supported our work both collaboratively and financially.

The Family Violence and Criminalised Women project we received funding for, from Family Safety Victoria, to raise the issue of criminalised women and family violence has been an outstanding success. This is seen in the fact of a heightened community and community support sector

awareness around the specific and entrenched barriers that criminalised women experience seeking support around family violence.

The Women's Transforming Justice project funded by the Legal Services Board, has evolved into an important spring board for women seeking bail. We look forward to its ongoing funding because of its extraordinary success.

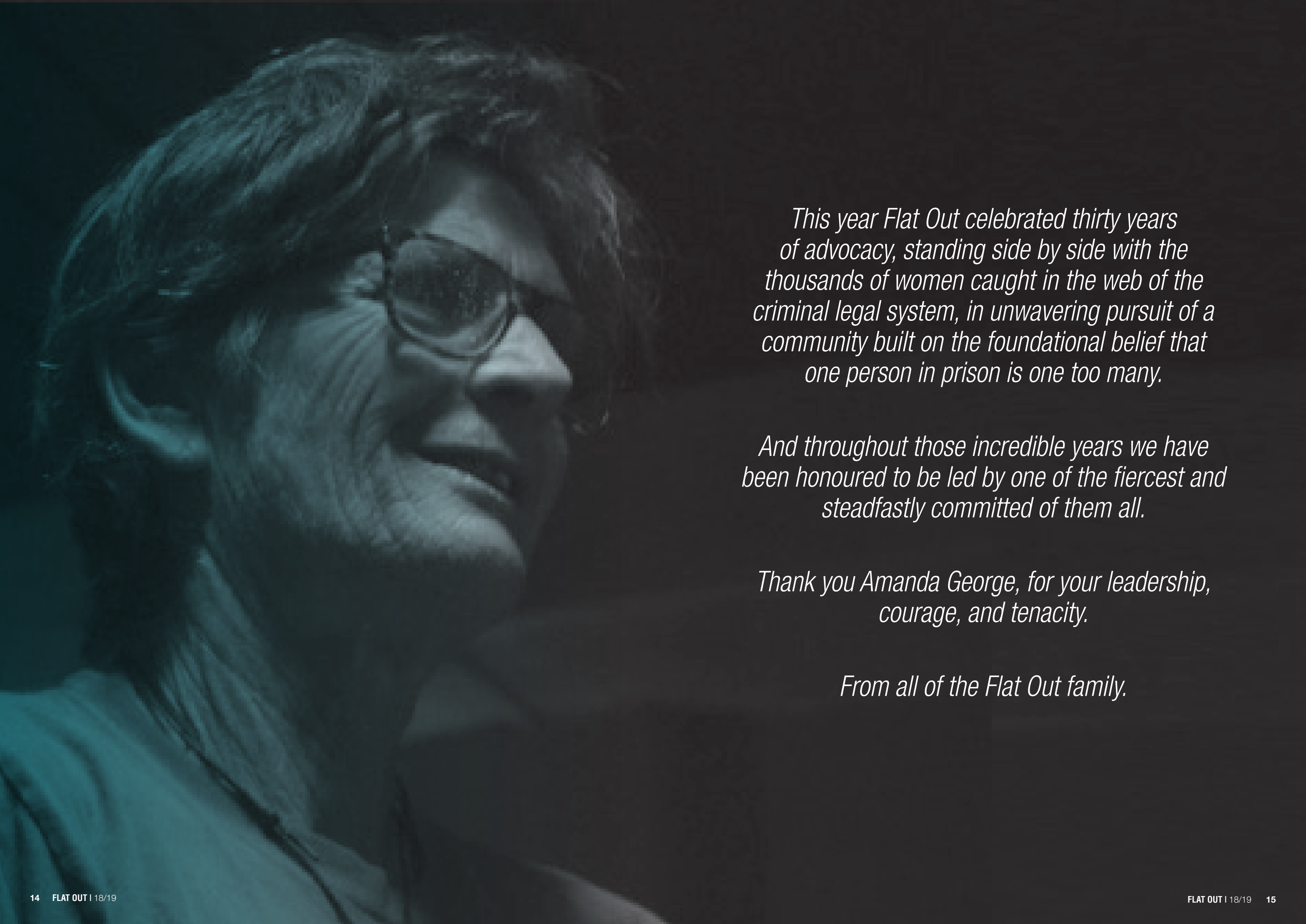
I would like to extend thanks to the members of the board who have spent endless hours in ensuring that Flat Out survives and now thrives. The expectations now of boards is very high around governance and accountability. Without the unpaid work of women who are prepared to go on boards and put in the hard yards, feminist organisations like us would cease to exist.

We look forward to the next year with great excitement and enthusiasm.

On behalf of the Flat Out Management Collective Board

"The Victorian State Government continues on its course of economic recovery through prison rather than house building. Such a juggernaut cannot continue forever without bankrupting the state and the fabric of the community."





This year Flat Out celebrated thirty years of advocacy, standing side by side with the thousands of women caught in the web of the criminal legal system, in unwavering pursuit of a community built on the foundational belief that one person in prison is one too many.

And throughout those incredible years we have been honoured to be led by one of the fiercest and steadfastly committed of them all.

Thank you Amanda George, for your leadership, courage, and tenacity.

From all of the Flat Out family.

StreetSmart Grant

Essential Support Program

Flat Out is very grateful to StreetSmart for funds we used to support women coming out of prison. The primary purpose of this grant was to optimise opportunities for homeless women post release prison.

Emergency and essential items included

- Emergency accommodation expenses (where other funds are not available)
- Emergency food where other sources are not available
- Household items such as kitchen utensils, sheets/duona/pillows
- Mobile phones and phone cards
- MYKI and Day Passes
- Pharmacotherapy and other prescription medication
- Proof of identification documents
- Refurbished computers/IT hardware for women seeking education and employment
- Specialist psychological and other medical reports
- Sport and recreation memberships and/or equipment
- Undergarments, warm clothing, footwear and other essential clothing

Homelessness continues to be a common feature in the underlying circumstances for why women go to prison. The result of a tough on crime environment is that more homeless people will be targeted and imprisoned unless we can provide a timely, targeted and practical crisis response.

Thank you to Adam Robinson & StreetSmart



Flat Out has protocols with the following agencies:

- Dame Phyllis Frost Centre (DPFC)
- Haven HomeSafe
- Launch Housing – East St Kilda Women’s House and Southbank
- Local Area Service Network (LASN), North West Metropolitan Region
- Salvation Army, EastCare Housing Services
- St Kilda Crisis Centre
- Women’s Housing Limited
- Unison Community Housing

Flat Out has access rights to transitional housing properties with the following agencies:

- Launch Housing
- Salvation Army EastCare Housing Services
- Women’s Housing Limited
- Unison Community Housing

Training and professional development undertaken by Flat Out

- AIHW VALIDATA training
- Anti-Poverty week forum
- Caraniche Forensic AOD Workforce training
- Case notes
- Child Protection Law training
- Child Safe Standards
- Consumer Action Economic Abuse for DPFC prisoner advocates
- Corrections Round table
- CRAF to MARAM training
- DPFC Orientation training
- Footscray, Leaders Information Sharing and Introduction to the Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM) Information Sharing sessions
- Imaging Abolition, A World Without Prisons, Sisters Inside Conference
- Intersectionality: What it is and why it matters forum
- Launch Housing Southbank orientation
- Leaders Info Sharing & Intro to MARAM training
- MARAM Leading Alignment training
- MYOB training, Lateral Solutions
- Naloxone training, St Kilda Crisis Services
- Odyssey House - Face of Change: helping effective recovery from addiction
- Puzzler Reintegration Conference
- VAADA Conference 2019
- Vic First Aid, First Aid Level 2 & CPR accredited training
- Victorian AOD Service Providers conference
- Western Region cross-sectional service mapping – workshop 1
- WIFVC Building confidence and creating connections across the West

Flat Out Inc Balance Sheet as at 30 June 2019

ASSETS	2019	2018
Current Assets		
Cash & Cash Equivalent	652,918	559,614
Bonds	3,300	3,800
Prepayments	123	100
Other Debtors		7,856
Total Current Assets	656,341	571,370
Non-current Assets	50,085	52,608
TOTAL ASSETS	706,426	623,978
LIABILITIES		
Current Liabilities		
Trade Creditors	6,833	1,867
Funds in Trust	117,998	117,998
Payroll Liabilities	46,310	42,591
Grants in Advance	159,310	6,456
GST	4,332	24,437
Total Current Liabilities	334,783	189,615
Non- Current Liabilities		
Staff Leave Provisions	11,837	16,352
TOTAL LIABILITIES	346,620	205,967
NET ASSETS	359,806	418,011
EQUITY		
Retained Earnings	359,806	416,010

Flat Out Inc Profit & Loss for the year ending 30 June 2019

INCOME	2019	2018
Grants	580,131	687,901
Other Income	53,573	62,195
TOTAL INCOME	633,704	750,096
OPERATING COSTS		
Employment Expenses	517,460	455,892
Administration	35,910	26,560
IT & Communications	10,759	9,700
Rent	59,642	83,581
Client & Project Expenses	48,240	41,083
Motor Vehicle Expenses	17,897	13,472
TOTAL OPERATING COSTS	689,908	630,288
SURPLUS(DEFICIT) FOR THE YEAR	(56,204)	119,808

Directors

Lionel R. Arnold CA B.Bus
Raelene Cheng CPA B.Com

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF FLAT OUT INC.

Opinion

We have audited the accompanying financial report, being a special purpose financial report, of FLAT OUT INC., which comprises the financial position as at 30th June 2019, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including summary of significant accounting policies and managements assertion statement.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of FLAT OUT INC. as at 30th June 2019, and its financial performance and its cash flows for the year then ended in accordance with Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditors Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Entity in accordance with 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 our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our 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 to assist FLAT OUT INC. to meet the requirements of Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the *applicable legislation* and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Entity'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 management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

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

J. L. Collyer & Partners
Accountants

Lionel R. Arnold



Partner

Dated in Glen Waverley on 4th October 2019



FLAT OUT WELCOMES YOUR SUPPORT & INVOLVEMENT

YOU CAN ATTEND OUR PUBLIC FORUMS AND EVENTS

YOU CAN BECOME A MEMBER OR ASSOCIATE MEMBER OF FLAT OUT

SUPPORT OUR COMMUNITY EDUCATION WORK BY DISTRIBUTING OUR PUBLISHED MATERIALS

PARTICIPATE AND OR PRESENT IN OUR EDUCATION AND ADVOCACY TRAININGS

STAY INFORMED THROUGH OUR WEBSITE AND FACE BOOK WWW.FLATOUT.ORG.AU

IF YOU HAVEN'T DONE SO ALREADY, PLEASE CONSIDER OUR MONTHLY GIVING PROGRAM TO SUPPORT OUR IMPORTANT SOCIAL CHANGE AND SYSTEMIC ADVOCACY WORK. WE WOULD BE VERY HAPPY IF YOU WOULD CONSIDER DONATING THE PRICE OF ONE COFFEE A DAY.

YOUR CONTRIBUTION, HOWEVER BIG OR SMALL, SUPPORTS OUR WORK AND EMPOWERS US TO ADVOCATE WITH AND FOR CRIMINALISED AND IMPRISONED WOMEN IN VICTORIA.

ALL CONTRIBUTIONS ARE TAX-DEDUCTIBLE AND HONOURED THROUGH OUR ANNUAL REPORT. YOU CAN MAKE A TAX DEDUCTIBLE DONATION AT: WWW.GIVENOW.COM.AU/FLATOUT

FOR A COPY OF FLAT OUT'S FINANCIAL STATEMENTS PLEASE CONTACT FLAT OUT EXECUTIVE OFFICER ON 9 372 6155.



NO JUSTICE
PRISON
ABORIGINAL

WOMEN
WIN
LIVE
COMMUNITY



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