SUNCOAST COMMUNITY LEGAL SERVICE INC.

27th Annual General Meeting

Thursday 15th September 2011

Our Mission

To provide quality legal advice, information and education to members of the greater Sunshine Coast Community

Our Vision

A just and accessible legal system for the greater Sunshine Coast region

AGENDA:

Chair calls meeting to order and declares the Twenty-Seventh Annual General Meeting of the Suncoast Community Legal Service open.

1. Apologies
2. Minutes of 2010 AGM (enclosed) read and accepted.

   Moved.....

   Seconded.....
3. Business arising from minutes
4. President's Report (Toby Nielsen)
5. Principal Solicitor's Report (Julian Porter)
6. Treasurer's Report and presentation of audited financial statements (Chelsea Emery)
7. Acceptance of audited financial statements

   Moved.....

   Seconded.....
8. Appointment of Auditor:

   Moved.....

   Seconded.....
9. Special Resolution - "That section 18(1) of the Rules of association of Suncoast Community Legal Service Inc be changed to read *(1) The Management Committee of the Association consists of the President, Vice-President, Treasurer and a minimum of two and a maximum of seven other members the association members elect at a general meeting.*"
10. Election of Office Bearers:

    President.....

    Vice President.....

    Treasurer.....

    General Members.....

    ……
11. Presentations to departing committee members.
12. Volunteer Awards
13. Close meeting and celebration

TWENTY-SIXTH ANNUAL GENERAL MEETING MINUTES
SUNCOAST COMMUNITY LEGAL SERVICE INC
16TH SEPTEMBER 2010 AT THE DUPORTH TAVERN, MAROOCHYDORE

Meeting opened at 6pm Chaired by: Toby Nielsen

1. Present:

Aaron Brown, Alex McKean, Amanda Leahy, Bernadette Farnell, Bernard Bradley, Brooke Keegan, Cassandra Heilbronn, Charmaine Cocker, Chelsea Emery, Debbie Archer, Donna Holdom, Jessica Elmes, Julian Porter, Linda Hagan, Louise Jeffs, Maurice Tucker, Meagan Rolfe, Michael Beirne, Michael Osborne, Patrick Meehan, Peta Yujnovich, Phil Rennick, Renee O'Brien, Ross McSwan, Ruth Vorbach, Sharon Slack, Suzanne Dillon, Tim McClymont, Toby Nielsen, Tom Wood &Toni Wills

2. Apologies

Allan & Libby Phillips, Allison Callaghan, Anthony Miller, Barbara Helsby, Beatrice Morgan, Bev Parkes, Brooke Ward, Carolyn Williams, Carolyn Nolan, Cec O'Dea, Corinne Wessling, David Wise, David James, Dawn Gwynne, Dorothy Morris, Edna Birleson, Jill Markwell, Jill Mackay, John Blayney, Kay Huntington, Keith Matsen, Leanne Eichman, Margaret Holden, Marilyn Schiffer, Marilyn Nuske, Mark Wischnat, Neroli Landley, Patricia Davies, Ray Barber, Scott Taylor, Susan Dutch, Travis Schultz

3. Minutes of 2009 AGM (copies circulated) read and accepted.
   Moved – Maurice Tucker
   Seconded – Ross McSwan
   Motion Passed

4. Business arising from minutes – None

5. President's Report - Toby Nielsen
   Read and tabled

6. Principal Solicitor's Report - Julian Porter
   Read and tabled

7. Treasurer's Report and presentation of audited financial statements - Chelsea Emery
   Read and tabled

8. Acceptance of audited financial statements
   Moved. – Chelsea Emery
   Seconded – Suzanne Dillon
   Motion Passed

9. Appointment of Auditor: Focus pg Chartered Accountants, Cotton Tree
   Moved – Chelsea Emery
   Seconded – Ross McSwan
   Motion Passed

10. Election of Office Bearers:

Returning Officer: Ross McSwan

President:	Toby Nielsen	Nominated by: Peta Yujnovich Seconded by: Suzanne Dillon
Vice President:	Peta Yujnovich	Nominated by: Toby Nielsen Seconded by: Charmaine Cocker
Treasurer:	Chelsea Emery	Nominated by: David Wise Seconded by Toby Nielsen
General Members	Charmaine Cocker	Nominated by: Toby Nielsen Seconded by: Suzanne Dillon
.	Suzanne Dillon	Nominated by: Donna Holdom Seconded by: Peta Yujnovich
	Bernadette Farnell	Nominated by: Phillip Rennick Seconded by: David James
	David Wise	Nominated by: Chelsea Emery Seconded by: Toby Nielsen
	Donna Holdom	Nominated by: Suzanne Dillon Seconded by: Peta Yujnovich
	Alex McKean	Nominated by: Sharne Hobill Seconded by: David Wise
	Maurice Tucker	Nominated by: David Wise Seconded by: Toby Nielsen

No nominations for Secretary position were sort
An employee secretary, Louise Jeffs was appointed by the committee pursuant of the Constitution

Presentations to departing committee members. Departing member Lisa Penery

11. Volunteer Awards

Special Recognition Award
(for new volunteers to SCLS, however these volunteers have provided a longstanding volunteer contribution to their community)
Paul Bone (not present), Colin Mildwaters (not present) & Michael Heiner (not present)

Expression of Appreciation (for those who have volunteered for over 2 years)

Toni Wills
Tim McClymont
Phil Rennick
Allison Callaghan (not present)
David James (not present)
Stephen Courtney (not present)
Renee O'Brian
Brooke Keegan
Bev Parkes (not present)
Lyn Selby (not present)
Sue Stannett (not present)
Mark Illidge (not present)
Jill Mackay (not present)
Ruth Vorbach
Susan Dutch (not present)
Beatrice Morgan (not present)

Community Services Award (for those who have volunteered for over 5 years)

Jill Markwell (not present)
Lisa Penery (not present)
Bernadette Farnell
Bernard Bradley (not present)
Shane Petersen (not present)
David Wise (not present)
Cec O'Dea (not present)
Andrew Morris (not present)
Michelle Beatty (2009) (not present)

12. Close meeting and celebration

Meeting closed at 6.35pm

Some Photos of Our Volunteers and Social Events

Our inaugural Community Cricket Cup Tour in Brisbane, attended by the following volunteers; Sharne Hobill, Alex Mckean, Lindsay Woods, Ross McSwan, Julian Porter, Ray Barber, Allison Callaghan, Anita Di Santo & Toby Nielsen

Sharne Hobill Volunteer at Maleny, Anita Di Santo, Staff Family Lawyer, Allison Callaghan, Volunteer at Noosa

Christmas drinks: Jessica Elmes, Lyndal Kirk, Michael Osborne & Susan Dutch

A Volunteer Lawyer training session

Celebrating the first Anniversary at the Nambour Outreach

Open House February 2011

Volunteer Lawyers: Maurice Tucker, Russell Rose, Tim McClymont and Julian Porter (Principal Solicitor)

PRESIDENT'S REPORT

Another year has passed and the Service has again experienced extraordinary growth. Due to the strong efforts of our team, the Service has secured more funding than ever. The past year has seen our family lawyer, Anita Di Santo, start and, by all accounts, she has been a raging success. We were sad to see Tony Wills leave us as the Service Development Officer but were pleased to have Tim Ricketts commence as our Community Legal Education Officer. We are very lucky to have such quality people.

As always the performance from our principal solicitor, Julian Porter, has been excellent and he has been ably supported by his right-hand person, Louise Jeffs. The reception duties have been well handled by Jessica and Sharon.

The focus of this year, following on from last year, was to consolidate the Service in the various centres of the Sunshine Coast. Apart from the head office at Maroochydore, we have successfully maintained the outreaches at Pomona, Nambour, Maleny, Noosa, Caloundra and Landsborough. My thanks go out to all of the various centres who kindly allow us to use their premises. The Service is working with a level of sophistication that is amazing to behold.

The most important people in this Service are the volunteers. Without the time and effort of our volunteer receptionists and lawyers, the Service would, of course, not even get off the ground. Compared to other centres, the Sunshine Coast has a staggering level of support from the legal profession and from the general community. My focus has certainly been on volunteers and I hope that they are 'feeling the love' that has been generated from the Management Committee towards them.

In what has been a very enjoyable year as my last year as President of the Service, I would like to acknowledge the work of the Management Committee in their attendance at meetings and also by being so involved in all aspects of the Service including volunteering and attending CLEs and other events. It is extraordinary to have such a dedicated group of people.

After three years on the Management Committee of the Service, I will be taking a hiatus but will remain keenly involved as a volunteer with the Service. I have no doubt that it will go from strength to strength. I would like to make a special mention of Julian Porter who, throughout his time with the Service, has been a great leader and innovator. He is to be congratulated for what has been achieved.

Toby Nielsen
President

TREASURER'S REPORT

Again, this year has been an exciting year for the Service in which the service has continued to grow. Julian Porter, Principal Solicitor has continued to steer the Service on a daily basis with Louise Jeffs, Coordinator assisting him and Jessica Elmes providing Administration. This year we have been fortunate to have Sharon Slack (Admin Assistant), Tim Ricketts (Community Legal Education Officer) and Anita Di Santo (Family Lawyer) join the highly effective team.

The Profit and Loss Statement for the end of the year shows the Service to have run at a surplus of $22,850 in the previous financial year 2009/10 the Service ran at a deficit of ($30,747).

Income

The total income received by the Service was $370,827

The primary sources of income for the Service are derived from Commonwealth and State funding. The Commonwealth provided the sum of $86,500, $70,000 of this was one-off funding. The State provided the sum of $189,109 which is all recurrent funding. The Service also received funding from the LPITAF to the value of $82,497

The service received bank interest in the sum of $6,104 Activities & Miscellaneous income of $45 and Donations of $6,572

Expenses

The main ongoing expenses for the Service over the last year have been wages, rent and superannuation. All of these expenses have increased from the previous year, the wages being the largest increase, from $172,151 to $222,931.

Last year was the first time two staff attended the National Community Legal Centre National Conference at a cost to the Service but also provided the Service with up to date information on what is happening nationally in the sector. We were also fortunate to receive a subsidy for the conference. We have conducted a number of Seminars for our ever increasing volunteers and therefore the cost for this line item has increased from $870 to $3,736. These Seminars provide an opportunity to provide Community Legal Service specific training and equip our Volunteers to meet the needs and demands of our clients.

The accounts have been audited by independent auditors, Focus Professional Group, HTA Partners Pty Ltd. The auditors are of the opinion that the accounts of the Service have been correctly drawn up.

Chelsea Emery
Treasurer

STAFF REPORTS

PRINCIPAL SOLICITOR

2010/11 was the first full year with our full complement of outreach services and all the extra risk and people management that entails. At times it has been difficult keeping up with well over 2000 advices provided in seven different locations, but with the overwhelming goodwill of our excellent volunteer-base we managed to stay on track and even provide a substantial amount of well-appreciated casework to disadvantaged clients.

The saving grace for me personally was the appointment of our first employed family lawyer Anita di Santo in October and subsequently our Community Legal Education worker Tim Ricketts in March. Their arrival has allowed me to spend more time on improving and exercising our risk management strategies and processes, particularly by stepping up the way we induct and train new and existing volunteers. I am thrilled by how well our first formal induction session was received, even by existing volunteers. Likewise the regular education sessions I have begun, informally dealing with commonly arising aspects of community law. Another great improvement is the new system for providing forms and fact sheets to clients in all our locations. Well done all involved.

I have really enjoyed meeting and getting to know a whole new group of volunteers even since last year's AGM, but also have the utmost respect and gratitude to the 'old faces', like our new life members being inducted tonight, who keep coming along even when it's far from new and exciting. I think the constant flow of volunteers through the Service is very healthy and in keeping with the nature of the region. It is probably the secret of our success.

I have really enjoyed working with the outgoing committee and thank them for the level of trust they have in us as staff to handle the day to day operations. To be able to say that our committee meetings are usually quite good fun to attend is something that would astound many members of other incorporated associations. Our staff team has really gelled well this year, even if Toni Wills is sadly missed. The attitude of 'get the work done and ask questions later' is all pervasive and very positive. Particular thanks for the level of latitude I have received during a rather sleepless year since the arrival at home of our babies.

Bring on 2011/12. It's already looking like a beauty.
Julian Porter

COORDINATOR

2010/11 has enabled the service to further develop and there has been little chance to sit back and watch. The introduction of the National Association of Community Legal Centres (NACLC) Accreditation Scheme has been timely and provided the catalyst to review our Service Manual in light of the constant changes within the service. The Online Accreditation service has provided an excellent resource to update procedures in an efficient manner. This is an ongoing process however we have made a good start.

The Outreaches have moved from strength to strength. The Outreach Services now provide 40% of the total Advices. This is a significant shift and shows how the service can provide more of a local service to clients, this is especially helpful for those clients who have limited resources. The ongoing relationships with Noosa Leisure Centre, Caloundra Community Centre, Morris House in Landsborough, Maleny Neighbourhood Centre, Nambour Community Centre and Pomona Community and District House are very much appreciated. Thank you to all these services for their flexibility and willingness to house and accommodate our volunteers. The promotion of our service at the local level through the Centres has greatly assisted the success of the outreaches.

We have been very lucky this year to have a very 'well oiled' administration team. Jessica Elmes and Sharon Slack our Administration Assistants have demonstrated throughout the year their dedication to providing a comprehensive service. They have been instrumental in enhancing our referral list and providing people with alternative/more appropriate referrals when necessary. Both Jessica and Sharon have demonstrated their dedication and filled in for volunteer receptionists when the need has arisen.
The increase in other professional staff, Anita and Tim has added to the demands for administration however there is an excellent team culture from both staff and volunteers so 'no job is too big' thanks to this wonderful team effort.

Like all of us at the Service, I would like to extend a very big thank you to all the volunteers. Organising 10 rosters with over 100 volunteers could be a total headache but thanks to the excellent communication, team work and commitment this task is relatively straight forward. Thank you for your ongoing support and enthusiasm to all the volunteers, especially the very supportive Management Committee.

Louise Jeffs

COMMUNITY LEGAL EDUCATION OFFICER

The new post of Community Legal Education Officer was established to take effect in March 2011. It looks to build on and expand some elements of the terrific work undertaken by Toni Willis who previously held the post of Service Development Officer. As we know, the Outreach project was a huge success and as Toni's report highlighted last year, free legal advice and referral can now be accessed in seven locations across the Sunshine Coast and Hinterland Districts.

The core element of the CLE program is the talks delivered to residents of the Sunshine Coast in the region's libraries. In the financial year 2011/12, a total of 22 such talks will be delivered in those libraries thus approaching a talk every 2 weeks. The talks are invariably well received and well attended. The volunteer lawyers speak expertly on a variety of issues that in some part are led by direct demand from residents but also by an increasing desire from SCLS to put important relevant information out there. Thus the "bread and butter talks" that deal with Wills & Estates, Powers of Attorney, Family Law and Retirement Villages will be supplemented by talks on areas such as Personal Debt and Bankruptcy, Insurance Law and Right to Information. The talks also provide a good platform to inform residents direct about the service that is offered by SCLS.

Relationships are being developed with other stakeholder groups in the community. Thus a number of talks have been delivered at Mooloolaba TAFE to students of the Maroochydore Settlement Program. These have been highly successful and help to bring the service direct to a section of our society that may otherwise have no knowledge of our existence and for whom the availability of free advice and referral may be particularly important. Close ties continue to be forged with the FRC and following the very enjoyable jointly held evening with Magistrate Stephanie Tonkin in May, further similar events are planned. A CLE workers network has been established by Legal Aid Queensland and through attendance and involvement at those meetings, it is hoped that further opportunities for the delivery of Legal Education direct to Sunshine Coast residents are created.

There are other areas that we are looking to expand into and so projects are underway to deliver in diverse areas such as the production of a Personal Injury Self Help Kit and events aimed specifically at Seniors on the Coast. It is also recognized that the service could do more to target young people/ high school students/university students and it is to be hoped that the months to come will see suitable progress.

The final part of this report is a twofold thank you. To the lawyers who give of their time so freely to help with the increasing number of information talks in which we are involved - thank you so much for your continued support, enthusiasm and professionalism. And to the Regional Council and library staff who support our CLE program – many thanks for your continued help and valuable support too.

Tim Ricketts

FAMILY LAWYER

It has been a real privilege working for SCLS and building on the foundation firmly set by those involved in the Service well before my time.

Since my appointment in October 2010 we've seen an increasing capacity to provide weekly in-house family law advices and casework to disadvantaged clients in Maroochydore as well as day time appointments in two of the larger outreaches that are most in need being Caloundra and Nambour. Sadly among those who seek direction and advice are an increasing number of disadvantaged 'women' and children experiencing family violence. Fortunately our extensive referrals database enables us to refer such vulnerable clients to various community sector groups specialised in supporting people in all facets relevant to family law including family violence. Referral bodies/organisations include Legal Aid, SCOPE/Centacare, Family Relationship Centre, Lifeline and many more, all of which enable us to provide vulnerable clients with a holistic approach in family law matters.

While familiarising myself with our referrals database I've also enjoyed the privilege of establishing new partnerships and beautiful friendships with many working within the relevant community organisation and neighbourhood services. Indeed my attendance at Family Law Pathways meetings (albeit limited) has been an intersection with collaborative professionals from various fields including Child Protection, Child Support and Family Dispute Resolution.

Unseen achievements should also be mentioned. Specialised administrative processes have continued to develop, with administrative staff becoming extremely efficient in helping me implement and advance best practice family law principles and identifying family law processes that are often more sensitive and mandate the adherence of very strict risk management policies and guidelines.

On the education front we have begun preparing for the introduction of family law workshops designed to equip disadvantaged people with 'practical' knowledge to resolve their family law issues. All volunteer lawyers are invited to take part in this new empowering new initiative.

My sincere THANKS go to colleagues and 'friends' of the Service who have helped make my first year of employment here a most memorable and rewarding experience. I've enjoyed working with family law volunteers in my 'quality control' role as well as being involved in CLE presentations, legal training events and social functions.

I look forward to working with you all for another year and seeing the Vision of Our Service ripen and come to fruition.

Anita Di Santo

SERVICES PROVIDED AND HOURS OF OPERATION

MAROOCHYDORE			
Service	***Day***	***Time***	***Provided by***
Casework advice	Monday-Wednesday	10am to 4.00pm	1 x principal solicitor 1 x family lawyer 1 x administration assistant 1 x co-ordinator
Advice	Monday	6.00pm to 7.30pm	2 x volunteer lawyers 1 x volunteer receptionist
Advice	Tuesday	1.00 to 2.00pm	1 x volunteer lawyer 1 x administration assistant
Advice	Tuesday	6.00pm to 7.30pm	2 x volunteer lawyers 1 x volunteer receptionist
Advice	Wednesday	10.00am to 2.00pm	1 x volunteer lawyer 1 x principal solicitor 1 x family lawyer 1x volunteer receptionist 1 x administration assistant
Community Legal Education	Varies	Varies	Volunteer lawyers, principal solicitor, CLE worker
Information	Monday	9.00am to 6.00pm	2 x administrative assistants
Information	Tuesday	9.00am to 6.00pm	1 x administrative assistant 1 x co-ordinator
Information	Wednesday to Thursday	9.00am to 5.00pm	1 x administration assistant 1 x co-ordinator
Information	Friday	9.00am to 12.30pm	1 x co-ordinator

NOOSA			
Service	***Day***	***Time***	***Provided by***
Advice	Thursday	6.00pm to 7.15pm	1 x volunteer lawyers 1 x volunteer receptionist

NAMBOUR			
Service	***Day***	***Time***	***Provided by***
Advice	Thursday	6.00pm to 7.15pm	1 x volunteer lawyers 1 x volunteer receptionist
Advice/casework	Tuesday	9.30am to 12.00pm	1 x principal solicitor or 1 x family lawyer

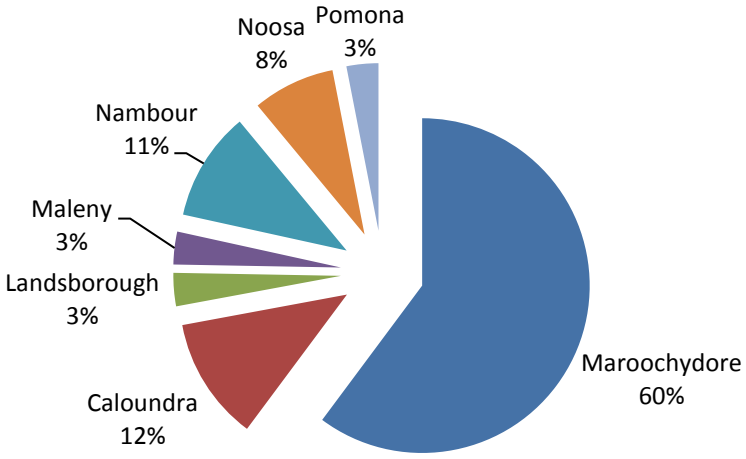
POMONA			
Service	***Day***	***Time***	***Provided by***
Advice	Tuesday – fortnightly	6.00pm to 7.15pm	1 x volunteer lawyers 1 x volunteer receptionist

CALOUNDRA			
Service	***Day***	***Time***	***Provided by***
Advice	Wednesday	6.00pm to 7.15pm	1 x volunteer lawyers 1 x volunteer receptionist
Advice/casework	Thursday	9.30 – 12.00pm	1 x principal solicitor or 1 x family lawyer

ADVICES

Service Centre	Advices	I Information Activities
Maroochydore	1371	1389
Caloundra	271	
Landsborough	73	
Maleny	72	
Nambour	240	
Noosa	181	
Pomona	70	
Total	2278	1389

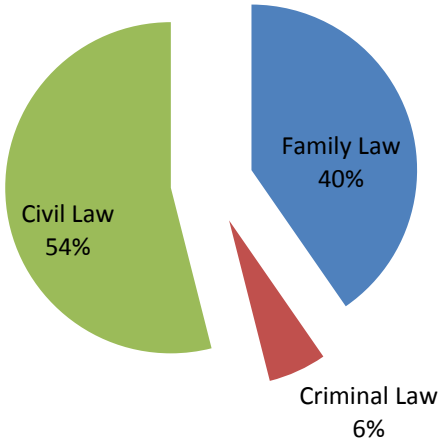
ADVICES PROVIDED AT LOCATIONS



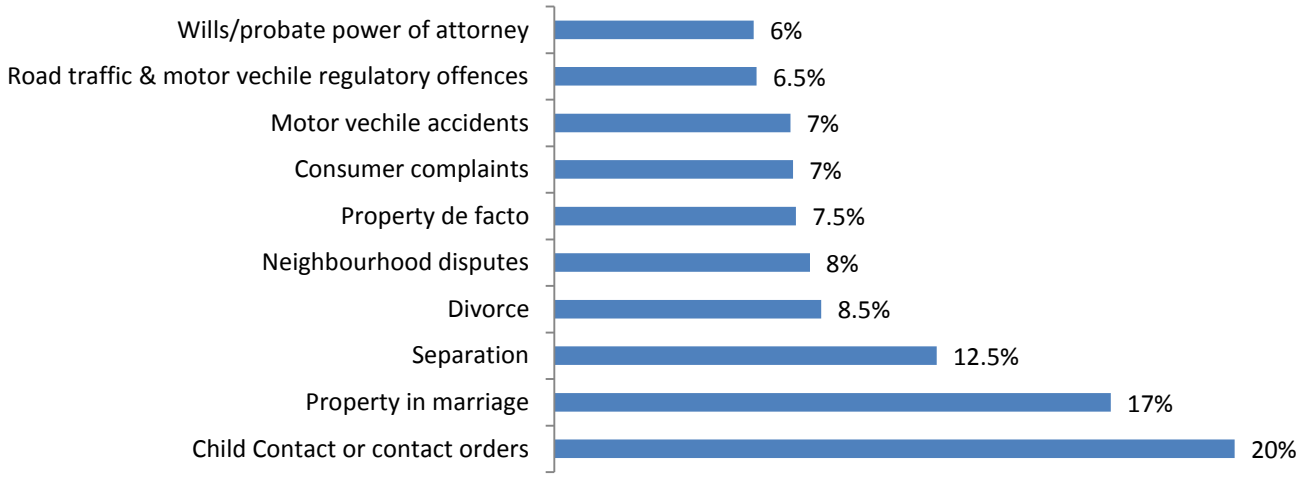
ADVICE TARGETS

Advice Type	**Actual 10/11**	Target 10/11	% of target achieved	Actual 09/10
Face to Face	**2200**	1800	122%	1946
Telephone	**78**	100	78%	108
Information activities	**1389**	900	154%	1378
TOTAL ADVICE & INFORMATION PROVIDED	**3667**			

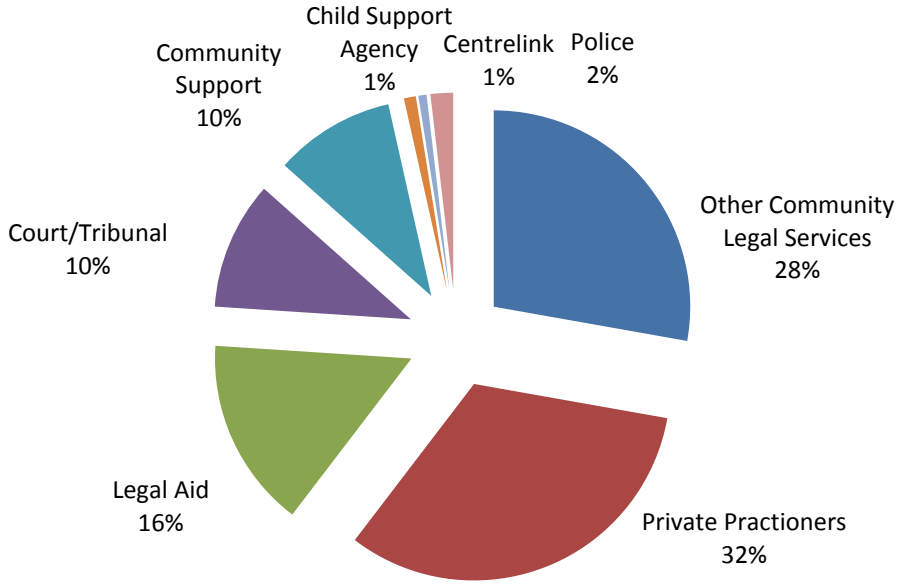
ADVICE BY PROBLEM TYPE



TOP 10 PROBLEM TYPES



REFERRALS TO OTHER AGENCIES



CLIENT SATISFACTION SURVEY RESULTS

Client satisfaction surveys were held in October 2010 and March 2011 at all of our locations. 258 clients completed the survey.

The proportion of clients that expressed satisfaction with the service were; 99.15% found the service accessible and 99.02% found the advice useful

In response to the question: 'In which ways can we improve the quality of service to you?' responses included:

'More time would have been good'

'In emergency a faster service please'

'Exact information would be useful, however I have been provided with the direction on where to obtain this information"

'The service was very good in relation to my matter'

CASE WORK

The Service, through the Principal Solicitor and Family Lawyer, continues to offer a certain amount of 'limited assistance' casework to clients identified in the course of advice session as being genuinely disadvantaged.

Assistance is at the discretion of the principal solicitor, taking into account the current work load, their situation of disadvantage and considering whether there is some finite legal task that can be performed for the person which has the capacity to improve their situation. No ongoing casework is provided and the service does not represent clients in court.

65 new 'cases' were opened in 2010-11 financial year with the majority involving between two and five hours of work in total.

Case Studies:

1. Anne, a 31 year old mother came in with a copy of parenting orders that were made in favour of the husband during a time where she was overcome by depression and unable to spend significant time with her child. The orders were less than two years old but after several contraventions and ongoing harassment by the father Anne wanted to know whether there was any way she could change the orders to allow her to spend significantly more time with her child and likewise enable her child to come to know the members of his 'extended family' and travel both interstate and overseas. When dispute resolution failed and Legal Aid was not an option, our Service helped Anne draft an initiating application and affidavit that outlined a substantial change in circumstances since the order was made. The court allowed for the re-opening of the matter and when faced with a team of lawyers for the other side we equipped Anne with the legal tools and advice she needed to represent herself throughout every stage of the court process. When the procedural stages began to wear her down we advised her to 'negotiate' specific terms into consent orders. Almost all the changes to the original order sought by Anne were eventually made via consent which, needless to say, was a favourable outcome.

2. Sarah, a 49 year old woman with a history of significant mental health issues came to our Service in a very agitated state having been told by her new employer that the Child Support Agency (CSA) mandated automatic deduction of child support from her pay. Sarah had been 'battling with the CSA' for many months to no avail. An unexpected change in the caring arrangements of her child rendered her Binding Child Support Agreement (BCSA) unenforceable and the CSA would not allow Sarah to go through the objection process. The stress of a debt totalling more than $3,000 began to take a toll on Sarah's already delicate medical condition such that the prospect of attending court unrepresented to have the BCSA set

aside was not a suitable option. We negotiated a period of grace from the CSA to allow us to bring the matter to the other party's attention but when the response from the other party failed to offer Sarah a fair outcome we drafted a carefully worded letter to Legal Aid Child Support Unit in support of an application for a grant. According to the deciding officer it was the first application of its kind and normally refused but that a detailed account of Sarah's circumstances and the inherent injustice of her situation persuaded the officer to conclude that a grant of aid was warranted in this case. Once in the hands of a legal aid lawyer the end result was that the entire child support debt was waived. The direction that the Service provided to Sarah during a critical time thus resulted in a very good outcome in this case.

3. 'Bridget' had taken out a loan for $8000 with a non-bank lender, guaranteed by her friends, a couple she was sharing a house with. The relationship broke down almost immediately and faced with a significantly higher rent bill she approached the financier to renegotiate her payments. It was her understanding that the new lower payments met with their satisfaction. It wasn't until several years later that she discovered that the financier considered her in default throughout the period and was charging penalties and default interest while she remained 'behind'. The result; when she eventually missed a payment and started receiving phone calls she learned she still owed $6800. She had thought she was close to paying the loan off! Despite some scepticism as to the reasonableness of her assumption, we wrote to the financier's internal complaints section seeking a return to the position she thought she was in, on the basis that she would have refinanced the loan at the time of the notification had she known how much it was going to cost. Presumably preferring to keep their affairs away from the scrutiny of the Financial Industry Ombudsman (the loan was set up in a most unusual manner) the financier agreed to remove the default interest and penalties if she paid the loan out (approx $1000) within 30 days.

4. 'Bruce' had let his adult son move in with him in his Department of Housing flat for a few weeks while the son was recovering from some surgery. Several years later the son was still there and with mental illness an issue and some serious physical violence and threats, his father did not feel safe to live there. Additionally the son's actions were making the other tenants in the complex fearful. Department of Housing had given Bruce notice that if he didn't resume his own tenancy and stop the disturbances to neighbours they would seek *his* eviction. We got involved when he had already been served with the relevant papers and initially sought extra time from Housing on the basis that he was receiving assistance from us. We then assisted him with the forms and affidavits needed for a Domestic Violence order with ouster conditions. The matter was resolved on the hearing date with the son agreeing to move out forthwith in return for the matter being withdrawn by his father. To everyone's surprise he moved out on the nominated date and life returned to normal for Bruce.

COMMUNITY LEGAL EDUCATION (CLE)

CLE	Actual 10-11	Target 10-11	Target % Achieved	Actual 09-10
TOTAL SEMINARS	19	12	158%	18

Date	Topic	Venue	# Attendees
15/09/2010	Post Separation Parenting – Exploding the myths	Beerwah Library	8
23/09/2010	Wills Estate & POA'S	Kawana Libary	18
28/09/2010	Right to Information Legislation	Nambour Library	12
7/10/2010	Domestic Violence Legality & Reality	Maroochy RSL Events Centre	24
15/10/2010	Retirement Villages	Maroochydore Library	45
4/11/2010	Family Law Referral Information	Family Relationship Centre	24
15/11/2010	Wills, Estates & EPA'S	Caloundra Library	22
25/11/2010	Buying into a Retirement Village	Coolum Library	27
3/02/2011	Retirement Villages – An Overview	Cooroy Library	40
17/02/2011	Grandparents & Family Law	Maroochydore Library	40
3/03/2011	Traffic Law & SPER Volunteer Training	Family Relationships Centre	20
3/03/2011	Retirement Villages	Noosa Library	26
24/03/2011	7 Habits of a Highly Effective Lawyer	SCLS	7
7/04/2011	Protecting Intellectual Property	Noosa Library	25
11/04/2011	Family Law & Property Settlement	Caloundra Library	23
26/05/2011	An Evening with Magistrate Stephanie Tonkin	The Meeting Place, FRC	28
9/06/2011	Wills, Estate & Power of Attorney	Cooroy Library	25
22/06/2011	Volunteer Receptionist Training	The Meeting Place	12
28/06/2011	Wills, Estate & Power of Attorney	Maleny Neighbourhood Centre	25
		Total Attendees	**451**

VOLUNTEERS

Suncoast Community Legal Service Inc acknowledges the generosity of the following volunteers who gave selflessly of their time and knowledge during 2010/11 financial year.

Adam	Barrell	Anna	Galbraith	Bernard	Bradley
Alex	McKean	Anne	Doran	Bev	Parkes
Allan	Phillips	Annette	Kitchin	Beverley	Bradford
Allison	Callaghan	Anthony	Dahl	Beverley	Harmer
Allison	Dawkins	Anthony	Miller	Brenda	Thompson
Amanda	Leahy	Barbara	Helsby	Brian	Pichard
Amy	Douglas	Beatrice	Morgan	Brooke	Keegan
Andrew	Morris	Bernadette	Farnell	Brooke	Ward

Carolyn	Williams
Cassandra	Heilbronn
Catherine	Schmitt
Cec	O'Dea
Chantal	Kirkwood
Charmaine	Cocker
Chelsea	Emery
Claire	Braithwaite
Claire	Nolan
Colin	Mildwaters
Colleen	Haywood
Constance	Devine
Corinne	Wessling
David	Wise
David	James
David	Badgery
David	Crews
Dawn	Gwynne
Debbie	Archer
Debbie	Schouten
Denis	Kearney
Dianne	Bush
Dorothy	Morris
Elizabeth	Reynolds
Fiona	Lapsley
Hazrabee	Mustafa
Heather	Manders
James	Attenborough
Janet	Dwyer
Jarrod	Stockman
Jessica	Elmes
Jill	Markwell
Joanne	Boughton
John	Gallagher
John	Gallagher
John	Blayney
John	Watson
Juliette	Rex
Kane	Stageman
Kate	Murnane
Kathryn	Hodges
Kay	Huntington
Keith	Matsen
Keith	Scott
Kristy	Crabb
Kristy	Mackinnon
Kylie	Warner
Linda	Hagan
Lindsay	Woods
Louisa	Mann
Louise	Ward
Lyn	Selby
Lyndal	Kirk
Margaret	Rimmer
Margaret	Holden
Marilyn	Nuske
Marilyn	Schiffer
Mark	Illidge
Mark	McAuley
Matt	Patterson
Matthew	Tutt
Maurice	Tucker
Meaghan	Rolfe
Michael	Beirne
Michael	Heiner
Michael	Osborne
Michael	Turner
Michael	Robinson
Michelle	Beatty
Michelle	James
Neroli	Landley
Patricia	Wiffin
Patricia	Davies
Patrick	Lynch
Patrick	Meehan
Paul	Bone
Peta	Yujnovich
Peter	Pagliarino
Phil	Rennick
Rachel	Campbell
Ray	Barber
Renee	Watt
Renee	O'Brien
Ria	Himona-Thompson
Richard	Garnett
Rob	Douglas
Ross	McSwan
Russell	Rose
Ruth	Vorbach
Ryan	Gesh
Sam	Barber
Samantha	Bolton
Samantha	Watkins
Sarah	Bennett
Sarah	Quilliam
Scott	Taylor
Sergey	Kinchin
Shane	Petersen
Sharne	Hobill
Simon	Gerber
Stephen	Courtney
Stephen	Taaffe
Sue	Stannett
Susan	Dutch
Suzanne	Dillon
Tim	McClymont
Tim	Hishon
Toby	Nielsen
Tom	Wood
Toni	Wills
Tony	Pattinson
Trina	Cash
Vicki	Holmes
Wayne	Davies
Yolanda	Payne

STAFFING

The Suncoast Community Legal Service employs the following staff:

Name	Position	Description
Julian Porter	Principal Solicitor	4 days per week.
Louise Jeffs	Co-ordinator	4 days per week.
Jessica Elmes	Administrative Assistant	3 days per week
Sharon Slack	Administration Assistant (from 30/8/10)	Casual approx 1.5 days per week
Anita Di Santo	Family Lawyer (from 12/10/10)	3 days per week
Tim Ricketts	Community Legal Education officer (from 10/3/11)	3 days per week

Previous staff in the financial year:

Toni Wills	Service Development Officer	2 days per week to 18/3/11
Anne Leung	Administrative Assistant	2 ½ day per week to 30/8/11

FUNDING

The Suncoast Community Legal Service Inc. is funded by both the State and Commonwealth governments via its reporting body, Legal Aid Queensland.

Donations from clients are greatly appreciated and contribute to the costs of operating the Service.

Additional income is also derived from other activities such as interest on banked funds.

Funding and income for 2010-11 was received from the following sources:

State government funding	$189,109
Commonwealth government funding	$ 86,500
LPITAF funding	$ 82,497
Donations	$ 6,572
Other income (i.e. interest earned)	$ 6,149

The service received an increase in recurrent funding provided by the State and Commonwealth government for 2010/11

SUNCOAST COMMUNITY LEGAL SERVICE INC.

COPY

Financial Report
For the Year Ended
30 June 2011

Suncoast Community Legal Service Inc. A.B.N. 21 409 016 380

Financial Report for the Year Ended 30 June 2011

COMMITTEE'S REPORT

Your committee members submit the financial report of Suncoast Community Legal Service Inc. for the financial year ended 30 June 2011.

Committee Members

The names of committee members throughout the year and at the date of this report are:

Toby Nielsen (President)	Chelsea Emery (Treasurer)
Peta Yujnovich (Vice President)	David Wise
Maurice Tucker	Bernadette Farnell
Donna Holdom (Resigned Mar 2011)	Charmaine Cocker
Suzanne Dillon	Alex McKean

Principal Activities

The principal activities of the association during the financial year were to provide legal advice, information and education to members of the Sunshine Coast community.

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The result for 2011 amounted to a surplus of $22,850 (2010 deficit $30,747) Nil income tax.

Signed in accordance with a resolution of the members of the committee.

.....

Toby Nielsen (President)

.....

Chelsea Emery (Tresurer)

Dated this 9th day of August 2011

INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2011

	2011	2010
Income		
Donations	4,196	5,728
Donations - Outreaches	2,376	1,720
Activities Income	45	2,000
State Funding	189,109	181,363
Commonwealth Funding	86,500	16,244
LPITAF Funding	82,497	39,400
Miscellaneous Income	0	1,414
Interest earned	6,104	2,852
Total Income	**370,827**	**250,721**
Expenses		
Bank Charges	304	277
Library	388	595
Depreciation	4,787	5,996
Advertising	2,309	2,730
Signwriting	300	265
Sundries	323	482
Seminars - Maroochydore	3,736	870
Furniture & Fittings	179	397
Dues & Subscriptions	4,825	3,745
Conferences	5,407	474
Staff training	562	715
Equipment Rental Expense	326	144
Security & Alarms	550	1,827
Insurance	1,102	947
Legal & Accounting	6,402	3,341
Maintenance	90	1,347
Staff Amenities	138	16
Volunteer recognition	5,175	5,789
Superannuation	21,309	14,267
Committee meeting expenses	1,376	5,354
Wages & Salaries	222,931	172,151
Wages - Telephone Allowance	225	225
Leave Loading	2,680	0
Workers' Compensation	267	243
Annual Leave expense	(2,181)	9,950
Long Service Leave expense	1,210	0
FBT expense	634	0
Recruitment Costs	187	0
Postage	1,346	989
Reception Duties	1,653	1,440
Stationery	4,310	2,796
Interpreting Service	1,396	341
Rent	32,435	29,049
Cleaning	1,170	1,105
Telephone	5,365	5,462
Computer & Equip maintenance	2,716	3,812
Website and Internet	3,944	946
Electricity	7,652	0
Travel & Entertainment	105	1,445
Outreach Expenses	344	1,936
Total Expenses	**347,977**	**281,468**
Net Surplus / (Deficit)	**22,850**	**(30,747)**

The accompanying notes form part of these financial statements.

ASSETS AND LIABILITIES STATEMENT AS AT 30 JUNE 2011

	Note	2011	2010
Assets			
Current Assets			
Cheque Account Bendigo Bank		24,052	44,969
Term Deposit Bendigo Bank		59,203	0
Petty Cash		23	23
Total Current Assets		83,278	44,992
Furniture & Fixtures at Cost		48,295	46,132
Furniture & Fixtures Accum Dep		(33,364)	(28,577)
Total Furniture & Fixtures	2	14,931	17,555
Total Assets		**98,209**	**62,547**
Liabilities			
Current Liabilities			
Trade Creditors		676	0
Salary Sacrifice Payable		0	(272)
Superannuation Payable		6,852	0
PAYE Tax Payable		7,866	0
Provision for Annual Leave		7,769	9,950
GST Collected		32	0
GST Paid (CREDITS)		(1,915)	0
Total Current Liabilities		21,280	9,678
Provision for Long Service Leave		1,210	0
Total Liabilities		**22,490**	**9,678**
Net Assets		**75,719**	**52,869**
Members' Funds			
Retained Earnings		52,869	83,616
Current Year Surplus/(Deficit)		22,850	(30,747)
Total Members' Funds		75,719	52,869

The accompanying notes form part of these financial statements.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 1981(Qld). The committee has determined that the association is not a reporting entity.

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

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

a. **Income Tax**

Suncoast Community Legal Service Inc. is a registered Public Benevolent Institution and endorsed as exempt from Income Tax.

b. **Property, Plant and Equipment (PPE)**

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

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

c. **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 any 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 value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

d. **Employee Benefits**

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.

e. **Provisions**

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

f. **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.

g. **Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and 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).

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

h. **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the assets and liabilities statement are shown inclusive of GST.

i. **Investments**

Investments held are originally recognised at cost, which includes transaction costs. They are subsequently measured at fair value which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through an equity reserve.

NOTE 2: DEPRECIATION SCHEDULE AS AT 3O JUNE 2011

Asset No	Description of Asset	Original Cost	Date Purchased	Opening Written Down Value	Depn. %	YTD Depreciation	Closing Written Down Value
							-
1	Colour Laser Printer	1,126	15/05/2007	262	37.50%	98	164
2	Laptop Computer	1,911	1/07/2005	49	50.00%	24	25
3	Computer	2,997	1/07/2005	85	40.00%	34	51
4	Equipment	6,486	1/07/2005	100	37.50%	37	63
5	Computer	2,860	7/10/2007	453	50.00%	226	227
6	Printer	630	7/10/2007	160	40.00%	64	96
7	Laptop Computer	1,123	7/10/2007	64	66.67%	43	21
8	Computer	2,440	27/02/2008	506	50.00%	252	254
9	Photocopier	3,390	31/03/2008	1,099	40.00%	438	661
10	Computer Systems	2,851	26/06/2008	709	50.00%	354	355
11	Phone	3,607	30/06/2008	2,921	10.00%	291	2,630
12	Wall Display	1,000	8/05/2008	736	13.33%	98	638
13	Furniture	2,654	29/04/2008	2,113	10.00%	211	1,902
14	Renovation	11,060	5/06/2008	6,982	20.00%	1,393	5,589
15	Phone	410	4/03/2009	307	20.00%	61	246
16	Filing Cabinet	308	28/05/2009	242	20.00%	48	194
17	Cordless Headset	364	3/06/2009	287	20.00%	57	230
18	Laptop Computer (Presario)	915	13/10/2009	480	66.67%	319	161
19	2 Drawer Filing Cabinet	323	13/10/2010	323	20.00%	46	277
20	HP ProBook 15.6" LED Screen Laptop	1,386	15/11/2010	1,386	66.67%	576	810
21	Canon Printer LBP7200CDN	454	10/02/2011	454	66.67%	117	337
Total		**48,295**		**19,718**		**4,787**	**14,931**

STATEMENT BY MEMBERS OF THE COMMITTEE

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

In the opinion of the committee the financial report as set out above:

1. Presents fairly the financial position of Suncoast Community Legal Service Inc. as at 30 June 2011 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that of Suncoast Community Legal Service Inc will be able to pay its debts as and when they fall due.

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

President .....

Toby Nielsen

Treasurer .....

Chelsea Emery

Dated this 9th day of August 2011

focuspg
chartered accountants

Focus Professional Group
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w : www.focuspg.com.au

INDEPENDENT AUDIT REPORT

TO THE MEMBERS OF SUNCOAST COMMUNITY LEGAL SERVICE INC.

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of Suncoast Community Legal Service Inc., which comprises the assets and liabilities statement as at 30 June 2011, the income and expenditure statement for the year then ended, a summary of significant accounting policies, other explanatory notes and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report and has determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporation Act Suncoast Community Legal Service Inc and are appropriate to meet the needs of the members. The committee's responsibilities also include designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting obligations under the Associations Incorporation Act. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Qualified Auditor's Opinion

As is common to organisations of this type, it is not practicable for the Association to maintain an effective system of internal control over donations received by cash until their initial entry in the accounting records. Therefore we are unable to place sufficient reliance on the internal controls over cash received for donation income as included in the accounts. In our opinion, except for this matter, the financial report of Suncoast Community Legal Service Inc. presents fairly, in all material respects the financial position of Suncoast Community Legal Service Inc. as at 30 June 2011 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the Associations Incorporation Act 1981 (Qld).

Date: 5 August 2011

Allen William Hertel
Focus Professional Group HTA Partners Pty Ltd, Level 5, 57 The Esplanade, Maroochydore Qld 4558

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Commonwealth Community Legal Service Program (CLSP) Statement

1. Income & Expenditure	2010/11	2009/10
NET SURPLUS/(DEFICIT) FROM PREVIOUS YEAR		
Surplus / (Deficit) from previous year	22,649.77	33,173.63
Approved expenditure from Surplus	0.00	0.00
Nett Surplus / (Deficit) from previous year	22,649.77	33,173.63
CLSP INCOME		
Commonwealth Grants	86,500.00	16,244.00
State Grants	230,709.00	181,363.00
Service Generated Income	12,720.69	12,248.12
Total CLSP Income	329,929.69	209,855.12
CLSP General Purpose Income	352,579.46	243,028.75
CLSP EXPENSES		
Salaries	195,656.84	139,143.71
Superannuation	18,680.01	12,555.87
Staff On Costs	267.28	243.19
Rent	29,027.66	25,540.01
Repairs & Maintenance	90.00	0.00
Other Premises Costs	9,371.73	1,727.36
Training	5,750.51	661.50
Staff Recruitment	187.20	0.00
Communications	8,096.30	5,971.63
Office Overheads	9,672.19	7,504.30
Insurances	1,102.08	946.50
Finance, Audit & Accounting Fees	6,705.98	3,618.16
Library, Resources & Subscriptions	5,212.95	4,094.81
Travelling & AGM Expenses	105.41	850.95
Programming & Planning	1,185.62	4,399.30
Client Disbursements	1,396.12	341.02
Minor Equipment	179.09	1,362.82
Leases / Rental expenses	0.00	144.07
Depreciation	4,787.00	5,996.00
Other	8,972.65	5,277.78
Total Expense Payments	306,446.62	220,378.98
Salary & Related Expenses	214,604.13	151,942.77
Operating Expenses	91,842.49	68,436.21
Total CLSP Expenses	306,446.62	220,378.98
Surplus / (Deficit) for current year	23,483	(10,523.86)
Capital Expenditure in current year	0.00	0.00
Surplus / (Deficit) carried forward to next year	**46,132.84**	**22,649.77**
OTHER INCOME		
Total Funds received from other bodies	40,897.00	40,400.00
Total Funds received from other bodies for non-CLSP CLSIS Activities	0.00	0.00

2. Assets acquired with grant funds during the financial year	2010/11	2009/10
Item - Capital Purchases Description		
Total Capital	0.00	0.00

3. Future Contingency Amount

List all funds to and from the Future Contingency Amount

Item / Description	Balance	Balance
	0.00	0.00

Certificate of Compliance (to be signed for and on behalf of management committee)

Schedule 3 of CLSP Service Agreement 2010-2013

This Schedule is established in respect of the 30 June 2011 Financial Year

Organisation: Suncoast Community Legal Service Inc.

Contact Officer: Louise Jeffs (Co-ordinator)..... Telephone: 07 5443 7827.....

The above-named Organisation certifies that:

(i) The funds provided under the Terms and Conditions of the CLSP Service Agreement for 2010-13 have been used for the purpose for which they were provided;

(ii) The Terms and Conditions of the CLSP Service Agreement for 2010-13 have been met; and

(iii) The Audited Financial Statements in respect of the funds provided under the Terms and Conditions of the CLSP Service Agreement for 2010-13 have been certified by a person who is registered as an auditor in accordance with the *Corporations Act 2001* and are attached, and

(iv) Salaries and allowances paid to people employed using the Funds are in accordance with award salary rates or employment agreements.

SIGNED for and on behalf of Suncoast Community Legal Service Inc.

by Toby Nielsen (President)

In the presence of

Sharon Stock

Name of witness

Signature

Auditor's Certification

Name of Organisation: Suncoast Community Legal Service Inc.(the Organisation)

Financial Year Period: 01 / 07 / 2010 to 30 / 6 / 2011

I hereby certify that:

(a) I am not a principal, member, shareholder, officer, employee or accountant of the Organisation or of a related body corporate as defined in section 9 of the Corporations Act 2001;

(b) In my opinion, the attached financial statements which comprise a Statement of Income and Expenses, a Statement of Assets and Liabilities, and Notes to the Financial Statements of the above-mentioned Organisation ('the Organisation') for the stated Financial Year Period are:

i. based on proper accounts and present fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia, and

ii. in accordance with the terms and conditions of the Agreement between Commonwealth of Australia, Legal Aid Queensland and Suncoast Community Legal Service Inc dated 17 December 2010, a copy of which has been made available to me, in relation to the provision of community legal services.

(c) The fourth quarter CLSIS Funds Report, containing details of the Organisations transactions for the financial year, including audit adjustments, and the Organisation's grant position at the beginning and end of the financial year is provided in respect of funds provided in accordance with the Terms and Conditions of the Agreement referred to in (b).ii. above for all Funding Categories.

This is a qualified audit report. The report is attached as page 8 above.

I hereby further certify that, in my opinion, there is no conflict of interest between myself and the Organisation or its Management Committee.

Signed by:

Allen William Hertel, FCA
Registered Company Auditor (Registration Number: 5977)
Focus Professional Group HTA Partners Pty Ltd
ABN 33 995 673 450
Level 5, 57 The Esplanade, Maroochydore Qld 4558

Date: 5 August 2011