SUNCOAST COMMUNITY
LEGAL SERVICE INC.

31st Annual Report 2015

Our Vision

A professional and viable organisation working collaboratively within the expanding Sunshine Coast community to provide accessible legal services to those in need.

Our Purpose

To address disadvantage by providing quality legal advice, information and education to the Sunshine Coast community through volunteers and staff.

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1. Acknowledgements

Our services are provided with funds invested by the Queensland Government from the State Budget and Legal Practitioner Interest on Trust Accounts Fund.

2. Introduction

Sunshine Coast Community Legal Service Inc (SCLS) commenced operation in 1984 with the provision of one evening volunteer advice session per week run and operated by volunteers from the Maroochydore Neighbourhood Centre. Thirty years later Suncoast Community Legal Service has 90 volunteer Lawyers and 45 volunteer Receptionists providing services to Sunshine Coast residents in seven locations. Up to fifteen advice sessions are held per week, provided by volunteers and staff.

The service covers a span over 3,000 square kilometres and is available to the rapidly growing Sunshine Coast population, currently approximately 330,498.

This report is the chance to highlight our work from across the 2014–15 year. As well as reports, statistics and financial information, there are two case studies depicting the provision of services we provide.

Thank you for your interest in our services. If you'd like to know more about us, please don't hesitate to contact us.

Pomona Outreach Established 2010

Noosa Outreach Established 2004

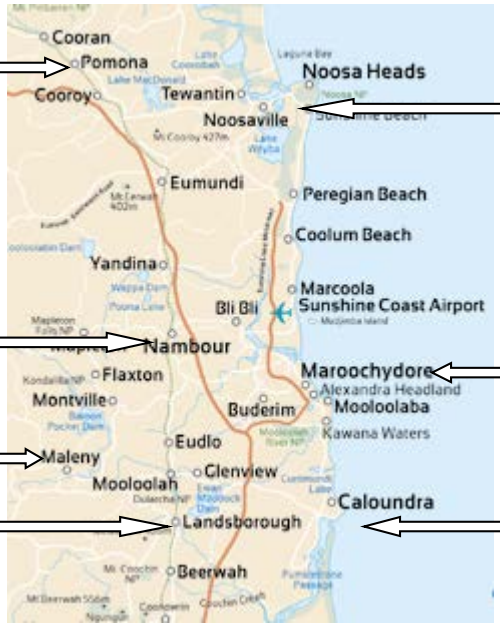
Nambour Outreach Established 2009

Maroochydore, main office Established 1984

Maleny Outreach Established 2009

Landsborough Outreach Established 2009

Caloundra Outreach Established 2009



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3. Governance – Management Committee 2014/15

President

Trent Johnson is the current President of the Suncoast Community Legal Service and also a Senior Associate with Maurice Blackburn Lawyers. He has 13 years of experience in personal injuries litigation and is a Queensland Law Society Accredited Specialist in Personal Injuries.

Trent is a long term member of the Australian Lawyers Alliance and the Queensland Law Society. He is a current member and former treasurer of the Sunshine Coast Law Association. He is a current State Council Member for Palliative Care Queensland and Member of the Queensland Law Society Accident Compensation/Tort Law Committee. Trent is also a former member of the Maroochydore Chamber of Commerce.

Vice-President

Peta Yujnovich is the current Vice-President of the Suncoast Community Legal Service and also a Principal Lawyer at Schultz Toomey O'Brien Lawyers. Peta joined Schultz Toomey O'Brien Lawyers in 2003 and has worked since that time within their Litigation team specialising in the areas of commercial litigation and personal injuries law. As well as being the Vice-President of the Service, Peta has served on the Management Committee since 2009.

Peta is committed to supporting local business and sits on the judging panel for the Sunshine Coast Excellence in Business Awards. Peta is a long term member of the Sunshine Coast Business Women's Association and in 2015 Peta was a finalist in the Young Business Woman of the Year awards.

Treasurer

Anita Owens is the Qld forensic partner of Worrells Solvency + Forensic Accountants. Anita holds a Bachelor of Business from the University of Southern Queensland and a Graduate Certificate in Forensic Studies (Accounting) from Monash University. Since 1986 she has worked extensively in public practice and insolvency, and from 2012 has practiced solely in the field of forensic accounting. Anita took over the role as treasurer in 2014 and looks forward to continuing to assist the committee to sustain and grow the financial wellbeing of the Service to enable the ongoing provision of legal representation to the community.

Ordinary Committee Members

Samantha Bolton commenced working at Butler McDermott Lawyers in 2007 and was admitted as a Solicitor in 2008. In 2007 she graduated from Griffith University with a Bachelor of Law with Honours and a Bachelor of Criminology and Criminal Justice. Samantha has previously worked in the areas of Litigation and Criminal Law, however her main area of practice is now Family Law.

Samantha has been a volunteer at our Nambour Outreach since its opening and has served on the Management Committee since 2011. Throughout University, Samantha was also a volunteer at Caxton Legal Service in Brisbane. Samantha believes that everyone is entitled to legal representation which is why she volunteers with the service.

David Wise is a sole practitioner based in Palmwoods and Woombye. He currently specialises in representing residents of retirement villages in disputes and other dealings with their village operator. David was first admitted to practice in New South Wales in 1998 and started his career with a Sydney firm before a sea change in 2001 brought him to the Sunshine Coast. He worked for a sole practitioner in Mooloolaba for a number of years before starting his own practice in 2006. David has been a volunteer at the Suncoast Community Legal Service since 2001, and a member of the management committee since 2008. Outside of work David enjoys surfing and working with his family on their hinterland hobby farm.

Bernadette Farnell is the Principal of Family Law Solutions, which is a small boutique law firm specialising in family law. She graduated with a Bachelor of Laws from QUT in 1989 and was admitted as a solicitor in 1991. She is an Accredited Specialist in Family Law.

Bernadette has lived on the Sunshine Coast since December 1988.

Bernadette has interests in social issues and has been involved with a number of community based organizations including women's services and support groups. She has been a volunteer with the Suncoast Community Legal Service on and off since about 1996 and served on the Management Committee since 2010. She enjoys the camaraderie of the Legal Service and the common goal of making legal advice more accessible for members of our local community.

Sarah Quilliam was admitted as a Barrister and Solicitor in New Zealand in early 2010, and soon after as a Solicitor in the Supreme Court of Queensland and the High Court of Australia.

Sarah has previously practiced in intellectual property and employment law, but has practiced almost exclusively in Family Law for over 5 years.

Sarah has been a volunteer at the Suncoast Community Legal Service since 2001, and a member of the Management Committee since 2013. She very much enjoys being a part of the service.

Dr Susan Douglas *(*Sue) teaches a number of commercial law courses in the business programs at the University of the Sunshine Coast, including Employment and Industrial Law. Her main research interest is in ADR and she completed a study of mediation for her PhD. She has is very committed to community engagement and education and is also a member of the Maroochy Neighbourhood Centre Management Committee. Sue has served on the Suncoast Community Legal Service since 2012.

Trina Cash has volunteered for 5 years at the service. Her areas of expertise include master-servant, public and product liability, catastrophic injuries and both sides of personal injuries litigation. She has had the conduct of claims and successfully defended claims in the Supreme Court and the Court of Appeal. Trina provides detailed advice on indemnity, liability and quantum. Trina has acted for private corporations in complex litigation and personal injury claims. She has worked as a manager in the legal services and common law business support teams at WorkCover Queensland. Trina has also acted for government bodies on personal injury claims.

Tim McClymont joins Griffith Parry Lawyers with 8 years of experience across a broad range of civil litigation matters including contract and leasing disputes, bankruptcy and corporate insolvency, trade practices, debt recovery and personal injury (Workcover, motor vehicle accidents and public liability claims). Tim has a diverse employment background having worked for Ernst and Young, the Australian Taxation Office, Workcover Qld and the Australian Federal Police. Tim sits on the Judiciary for the Sunshine Coast Gympie Rugby League. Tim spends time away from work with his family and friends and enjoys golf, cricket, fishing and rugby league and union.

4. President's Report

Again it has been a busy year for the Suncoast Community Legal Service staff, volunteers and students.

Over the past 12 months we have expanded our new premises in the TAFE building and have entered our second year of the partnership with the University of the Sunshine Coast which has seen an increased number of USC law students undertaking practical experience with us.

We are thankful for the continued support of the USC and in particular of Professors Ann and Neil Rees who have been instrumental in establishing what we hope to be a long and mutually beneficial partnership for the benefit of the Service and the community it serves.

I am also very pleased to report that as a result of your hard work and dedication we have again exceeded all our yearly targets, some quite significantly.

Whilst I don't want to bore you with figures, I will as I think it is something of which we all should be proud:

- Face-to-face advices – up from 2365 in 2014 to 2611 against a target of 2400 (108%);
- Telephone advices – up from 186 in 2014 to 253 against a target of 100 (253%);
- Information activities – up from 1762 in 2014 to 1981 against a target of 1900 (104%);
- Community Legal Education – up from 25 in 2014 to 40 against a target of 20 (200%);
- Open cases – up from 47 in 2014 to 80 against a target of 60 (133%); and
- Closed cases – up from 38 in 2014 to 69 against a target of 30 (230%).

The Sunshine Coast Law Association has continued their long history of strong support for the Service and we are very grateful to again be the recipient of the proceeds (in excess of $11,700) of its annual charity golf day which was rained out in May and held in late August 2015.

I would also like to thank those members and firms who have donated raffle prizes for our fundraising efforts. A special thanks goes to members of the local bar for not only donating raffle prizes but allowing us to sell them to guests at your own events.

Lastly, I would like to thank our volunteers, the management committee and staff (Julian, Louise, Alex, Stephen, Jessica, Leah and Toni) for your hard work and support over the last 12 months.

I wish the new President, committee, staff and volunteers all the very best for the year ahead.

Trent Johnson

5. Treasurer's Report

After being in the Treasurer's "chair" for 12 months, I am pleased to report that the Service has continued to maintain the financial stability established previously.

After some tense moments in relation to ongoing government funding in the course of this year, it was confirmed that the Service would continue to receive both Commonwealth and State funding for the next 2 years. In addition, the committee entered into an agreement with Uniting Care Family Relationship Centre to secure a short term financial contribution. These events provided the Service with the financial backing to be able to provide additional services, in particular family law services.

The Profit and Loss statement for the year shows the service to have run at a small profit of $3,013, however this is after making a provision for employee entitlements of $55,350. If we were to add back the provisions, the actual profit is $58,363 compared to the previous financial year where the Service ran at a loss of $86,120.

Income
The total income received by the Service was $471,171 compared to $292,536 in 2013/14.

The primary increases in the amounts received were $110,023 in additional Commonwealth Funding, CLE Collaboration Fund Grant of $11,748 and a contribution from Uniting Care Family Relationship Centre of $40,364 for professional services

The additional funding has enabled the Service to maintain staff hours for Julian Porter - Principal Solicitor, Louise Jeffs – Co-ordinator and administration staff. Hours for Alexandra Brunswick, family lawyer, have been maintained and will be able to be increased in 2015/16.

Expenses
The expenses for the year (including the provisions mentioned above) were $468,158 which is an increase of $89,502 on the expenses incurred in 2013/14 of $378,656. The primary increase in expenditure relates to staff and contractor costs, which have increased from $274,379 in 2013/14 to $411,542 (including provisions) in 2014/15.
The continued relationship with the University of the Sunshine Coast has enabled the Service to keep the operational overheads to a minimum.
Independent auditors, Focus Professional Group, HTA PARTNERS PTY LTD, have audited the financial accounts. The auditors are of the opinion that the accounts fairly present the financial position of the Service.

Anita Owens

6. **Volunteer activities –** a snapshot

Ferguson Cannon Team at the Queensland Legal Walk.

Volunteer receptionist Victoria Dawson and lawyer Sarah Quilliam.

Garland Waddington Team at the Queensland Legal Walk.

Volunteer Receptionist Megan Girvan and Admin Assistant Jessica Elmes.

Dr Gwynn MacCarrick with University of the Sunshine Coast law students at the SCLS Clinic.

Alexandra Brunswick and Louise Jeffs attend a thank you dinner with Pomona volunteers (L-R) Kathryn Shewring, Debbie Schouten & Heather Manders.

7. Volunteers at SCLS

The Service continues to benefit from the generosity of the local Sunshine Coast legal sector and members of the community.

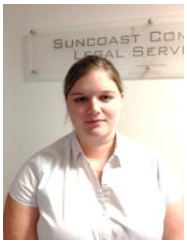
Alex McKean
Allison Callaghan
Andrew Market
Andrew Needham
Ann Kuiper
Anna Richardson
Anne Doran
Annette Kitchin
Anthony Cameron
Ashleigh Brown
Barbara Helsby
Bernadette Farnell
Bernard Bradley
Bev Parkes
Brooke McMahon
Candice Rosborough
Carl Mosling
Catherine Wallis
Cec O'Dea
Charmaine Cocker
Chelsea Emery
Chilemwa Nkowane-Poole
Christina Russell
Clemens Van Der Weegan
Cliff Fraser
Courtenay Ulyate
David Wise
David Crews
David Bell
David Garwood
Dawn Gwynne
Dee Della Sabina
Debbie Scouten
Debra Gardam
Elizabeth Catton
Elizabeth Harbour
Elsa Markula
Russell Faulkner
Frankie Pitt
Glen Carpenter
Glenn Brown
Gregory Watt
Greta Wilson
Hazrabee Mustafa
Heather Manders
Helen Cooper
Hugh Powell
Janet Dwyer
Jasmine Cox
Jill Marwell
Joanne Boughton
Jodie Bruce
John Gallagher
John Blaney
John Watson
John Cronin
Kathrine Clancy
Kathryn Hodges
Kathryn Shewring
Keith Matsen
Kristy Asquith
Kylie Warner
Leah King
Lee McCallum
Linda Hagan
Lindsay Woods
Mala Roberts
Malanie Gibson
Mark Papallo
Matthew Woolley
Megan Watson
Megan Ryman
Megan Garvin
Michael Heiner
Michael White
Michael Tuner
Michael Osbourne
Michael Robinson
Michael Bull
Michaela Duke
Michelle Bloomer
Michelle Hayes
Michelle Wilson
Nathan Tuner
Nick Gould
Nicole Turnball
Patrick Lynch
Patrick Lynch
Paul Clayton
Peta Yujnovich
Peter Boyce
Peter Griffin
Phoebe Miller
Rachael Boyce
Ray Barber
Rob Douglas
Robert McIntyre
Russell Rose
Ruth Vorbach
Samantha Bolton
Samantha Shanahan
Sarah Bennett
Sarah Quilliam
Sarah Webb
Sarah Dennis
Scott Taylor
Scott Falvey
Shane Ulyatt
Simon Gerber
Siobhan Makin
Sjaana Steffins
Stephen Courtney
Stephen Taaffe
Sue Stannett
Susan Douglas
Susan Dutch
Suzanne Chumbley
Tenielle Muir
Thomas Lyons
Tim McClymont
Tim Hishon
Toby Nielsen
Tom Wood
Toneille Rowlands
Trent Johnson
Trina Cash
Val France
Victoria Dawson
Yoshiko Robertson
Anita Owens

8. Staff – who are we?

Jessica Elmes has been working 3 days a week since 2009 as Administration Assistant. Jessica has a degree in Social Science and uses her excellent people skills to work competently with the clients, staff and volunteers.

Louise Jeffs has been working 4 days a week since 2008 as Coordinator. Louise has a Masters in Community Management and has extensive experience working in the not-for- profit sector. She uses her organisational skills to assist the Service to run smoothly, both financially and logistically, with all the wonderful volunteers the Service is lucky to have.

Toni Wills is our Project Officer. She holds a Bachelor of Arts and Law and is currently studying a Research Masters using theatre as a tool for community legal education. She has worked or volunteered in community-based organisations for over 15 years. She loves new ideas, good stories and her family and friends.



Leah King has been working part-time since November 2014 as an Administration Assistant. Leah has recently completed her Bachelor of Laws degree and is looking forward to her future legal career.

Stephen Taaffe joined SCLS in January 2014 and worked two days each week as our Community Legal Education Officer to June 2015. An Economist and Economic Historian with an MBA and M Pub Pol post-grads and 20 years overseas experience (Europe, Middle East), he read Law after 'retiring' – admitted 2010 – and worked as a Judges Associate. He farms in the Noosa hinterland, travels extensively and spends time 'just messing about in boats'.

Julian Porter has been the Service's Principal Solicitor since 2007. His most important role is to look after the overall risk management for the legal advice service, including counter-signing advices, inducting, training and supervising volunteer lawyers. He provides advice himself at Maroochydore, Nambour and Caloundra during the day and takes on a limited caseload for genuinely disadvantaged clients. He is involved in coordinating the Service's legal education efforts and presents on some topics. He is a regular media contributor on community legal topics with a column in the Weekly newspapers and a fortnightly segment on ABC Coast FM.

Alexandra Brunswick has been with the Service since August 2013 as our in-house family lawyer. She has been a lawyer for 18 years, concentrating on family law issues for married and de facto couples when separating, such as parenting issues, property settlements, mediations and divorces. Alexandra provides advice to clients in Maroochydore, Nambour and Caloundra, as well as over the phone for clients living out of the area. She takes on limited case work for disadvantaged clients. She is responsible for counter-signing the volunteer family law advices. Shortly, she will branch out into presenting on some interesting and current topics in-house, as well as in partnership with other services where she volunteers on their committees.

9. Principal Solicitor

I think we can safely say from the statistics that 2014-15 was the busiest year ever for Suncoast Community Legal Service. But it wasn't busy only in terms of advice, case work and community legal education. The imminent loss of our Commonwealth funding, over a quarter of our income, from July 2015, heightened the seriousness of everything we did from the start of the financial year. We wanted to show the funders what great value for money they were getting from our staff and from the amazing levels of volunteerism we were leveraging. To this end, I think the figures speak for themselves.

A rocky start to the year certainly, but various events transpired to see a change of heart from the Commonwealth Attorney-General. In March 2015 a reprieve was given until July 2017 for hundreds of CLC's nationwide. Certainly the spotlight was on Family Violence, and recognition of the important role free legal services play in this sector was big part of the story. But I do think the grass-roots efforts from local members of Parliament, including our own local members, to spell out the level of need of their local communities were invaluable as well.

So something of an anti-climax on the face of it; but the real story for the Service is much more exciting. A fundamental decision was made by our Committee and a new strategic plan was devised to support it. Rather than seeing what income we had in any given year and doing as much as we could with it, we would instead ascertain what the legal needs of the Sunshine Coast community were and set about finding means to service them. This is more than a symbolic shift. It means putting ourselves forward as a worthy recipient of fundraising and benevolent support and communicating better to our community and our stakeholders about what we do. Watch out for a number of exciting events in 2016.
Another key factor for the Service's growth to meet the community's needs is our relationship with the University of the Sunshine Coast and particularly the floor-space which our move to the TAFE building has allowed. It has been a terrific learning experience working with Law School Co-Head Neil Rees these past three years. I am very pleased he has agreed to speak at the AGM as he has a life-time of wisdom to share. Of course we look forward to meeting whomever replaces Neil and his Co-Head Ann Rees and to working with them into the future, but the efforts Neil has made to ensure a solid basis for the collaboration have been outstanding. Best wishes Neil and Ann.

I don't think an annual report should go by without giving a specific mention to the volunteers. When I arrived in 2007 we had 42 lawyers and 15 receptionists and my mission was to build on that rather than have people decide they weren't needed anymore because the Service had finally been able to employ a lawyer on staff. Well, we now have 90 lawyers and 45 receptionists and we have also begun to utilise the services of volunteers in a number of different ways, far outside the traditional roles. I am proud to be a member of a legal fraternity and a local community which has volunteerism so much as a core value and so should all of you.

I wish to thank the staff, particularly our Coordinator Louise Jeffs, who is probably the most 'can do' person I have ever met. And lastly, the Committee; once again we have been blessed with a group that are willing to make tough decisions and do the hard slog but still have a few laughs. They are always there to support the work of the organisation without a single hesitation and that is a very nice thing to know. Onwards and upwards!

Julian Porter

10. Coordinator

It is a pleasure to report this year has been a fruitful year for the Service. The move to our new office has enabled the Service to grow and take the opportunities that additional space, willing volunteers and the partnership with USC has provided.

The partnership with the University has enabled many of our volunteers to re-engage their interest in volunteering, showing their skill and expertise to the students and therefore assisting clients to address their legal issues.

We continue to receive applications from local lawyers to join the Service and volunteer. Due to the additional space in the Maroochydore office we have been able to offer more opportunities for volunteers to assist in areas that suit their skills and availability. Over the year, we have increased our daytime appointment times for volunteers and clients. We have also been able to offer specialised appointments in Employment and Migration matters.

Likewise, we continually receive applications to volunteer as volunteer receptionists. The volunteer receptionist enables the Service to operate and assists in keeping the administration budget to a minimum. They are also extremely essential in the Outreaches, and often they are the ones opening and closing the local community centre. We have a little army of volunteers who regularly attend the office in Maroochydore to file all our client advices. These simple and necessary tasks enable our staff to concentrate on addressing client enquires in a timely manner.

This calendar year we started the year with a number of meetings to develop our Strategic Plan. This has been exciting to see how the organisation has developed and to discuss where we see the organisation going. As a result of these meetings a plan has been developed and will be driving the organisation over the next three years.
Some activities that have been borne out of the Strategic Plan better utilise the skills in our volunteer base, such as developing the following:

Pre-Advice Information
Thank you to Sjanna Steffen, a volunteer receptionist and law student who trialled and developed this concept. Volunteer receptionists and lawyers will have seen Sjaana's work where she has contacted clients to gather more information about their legal issue and, where appropriate, send resources to the client in preparation for their appointment. This information is also sent to the lawyer.

Countersigning/Follow up work
Thank you to Russell Faulkner, another law student and now newly admitted lawyer, who has been volunteering one day per week to assist in following up on issues that arise at the Countersigning stage.

New Communications/Events position
Welcome to Carolyn Beaton in this newly created position. This position has come about from our Strategic Plan and the need for the Service to be better known in the community for those with a legal issue, to maintain our relationships with stakeholders and develop relationships with the broader community to support the Service. We will be embarking on fundraising events to make us financially sustainable.

The most important achievement this year is the record-breaking statistics the Service has provided the Sunshine Coast. These achievements would not be possible without:

- Our wonderful volunteers;
- Committed and professional staff;
- Focused Management Committee;
- Our dedicated Stakeholders;
- Our partnership with the University.

I'm looking forward to 2015/16!

Louise Jeffs

11. Family Law

I have now been with SCLS for over two years. I am currently employed for 22 ½ hours per week, but will increase to 30 hours shortly.

As previously, on Mondays, I tend to work on my cases and do my counter-signing of family law advices by our volunteer solicitors. Julian Porter (Principal Solicitor) and I also have case conferences about once per month where we discuss each open case with each other.

On Tuesdays I see up to five clients at Maroochydore. Since about August, there have been law students attending and observing. They first attend to client intake, then report to me before we go and see each client.

I then alternate each Wednesday between Maroochydore and our Nambour outreach centre, where I provide advices to up to six clients per day. Similarly, on Thursdays I alternate between our Caloundra outreach centre and Maroochydore to see up to six clients per day.

As always, we adjust client numbers according to demand. Generally, there is about a one-week wait for an available appointment.

As the in-house lawyer, the more challenging clients are often booked in with me. I then have the flexibility to open a case for a particular client. Alternatively, I can see the same client regularly until their issue is fully addressed. An example would be seeing a client through the drafting, filing and serving of an Application for Divorce.

I often attend to case work completing Applications for Consent Orders, as well as subsequently filing them. This is usually done for clients who are struggling to complete this paperwork because, for example, English is their second language.

I still attend meetings on a regular basis, as I sit on the following committees:

- Domestic and Family Violence Partnership in Action, which is comprised of numerous organisations catering to families encountering domestic and family violence, such as SCOPE; Family Relationship Centre, providers of safe housing/refuges and community housing; Department for Child Safety; Centrelink; Legal Aid Queensland and Queensland Police Service. We meet once per month for two hours.

- Sunshine Coast Family Law Pathways Network, which offers networking opportunities via seminars, workshops, etc. for organisations and services in family law, such as family lawyers, mediators, counsellors, etc. We meet around every six weeks for between one to two hours.

- Sunshine Coast Family Contact Centre, which provides facilities for supervised visits and changeovers where the safety of children is at risk. They also offer training opportunities for separated parents. We meet around every six weeks for one hour.

- Queensland Association of Independent Services (QAILS), which is another networking opportunity amongst community legal services on a state- wide basis. We have a tele-conference every two months for up to one hour.

Alexandra Brunswick

12. Projects

Toni Wills has been busy working on the following Projects in the last year.

CLE Theatre Project
This community legal education project has used Applied Theatre principles to develop a dramatic script about elder abuse and the rights and responsibilities of Enduring Powers of Attorney. A script reading of the play was performed in front of an audience in April 2015 to very positive feedback.

Funding to record the play to produce a digital video resource has been obtained from the Legal Aid Queensland CLE Collaboration Fund.

Noosa Council has also contributed funding to the project through the Regional Arts Development Fund.

Recording of the play as a radio drama will take place in early December 2015.

Live performances of the play are scheduled for mid-2016. Further funding is currently being sought for the performances.

New SCLS Website and Logo
The new SCLS website was launched on 1 September 2015. The website brandishes our new logo and an online booking request form for legal advice appointments. It is hoped this new feature will increase the efficiency of appointment bookings.

Special thanks to the team at Sparx Digital for their in-kind support and co-operation in developing the site.

We also thank graphic design student, Emily Munckton, for designing our new logo. The logo will be integrated across the Service in the coming year.

Gala Dinner Fundraiser
Mark your diaries now!
SATURDAY 16th APRIL 2016!
In recent months, we have started preparations for our first ever GALA Dinner/Fundraiser. The event will be held at Novotel Twin Waters Resort next year.

We encourage all of you to come along, bring a friend or, even better, get a table of 10 together for a night to remember.

The event will be MC'd by Hot FM's Sam and Edmo and will feature dinner, drinks and entertainment.
We will be seeking volunteers for our organizing committee so if you have skills in event management and are interested in being part of this inaugural event, please contact us.

13. Community Legal Education

Stephen Taaffe (who is also one of our Volunteer Solicitors) has been working in the Maroochydore office two days each week to 1 July 2015 to coordinate the Community Legal Education (CLE) session. As a result of the development of the Strategic Plan, the Service has reviewed this position and recently created a new position; Communications and Events Officer. This position will take overall responsibility for coordinating all the CLE activities in addition to other tasks.

Library Talks

Presentations to the public on a range of legal topics continue to be the core of our community engagement. Our loyal and enthusiastic Volunteer Lawyers gave 27 talks at the 10 public libraries on the Sunshine Coast, attended by almost 500 participants.

Community Legal Education Events

As well as our Library Talks program, we commenced engagement with the University of the Third Age, with Stephen Taaffe lecturing at two campus events and establishing what we hope will be an ongoing relationship with this widely respected community group.

Stephen also lectured at the Maroochydore TAFE on Will Making and other end-of-life paperwork.

Stephen and Julian teamed up with the Sunshine Coast Law Students Association and ran an information booth at the USC Open Day during Orientation Week in February. They were able to engage with an estimated 500 plus students, principally on the theme of “Safe Night Out”.

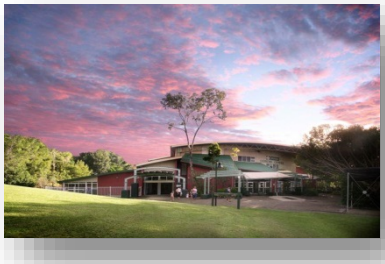
Continuing Professional Development

We continued our engagement with our wonderful Volunteer Lawyers by again delivering a program of Professional Development seminars presented by experienced practitioners from within our volunteer base and from external specialist organisations. Nine such events were held this year, attended by 135 participants.

14. Services provided and hours of operation

In June 2014, the main office in Maroochydore relocated to 170 Horton Parade, Maroochydore. The new office has provided the Service with opportunities to grow and offer additional appointments during the day and evenings to better meet the demands from the community. Having the first year students attending the Service on Tuesdays, with clients and volunteers, increased the office traffic considerably.

MAROOCHYDORE			
Service	***Day***	***Time***	***Provided by***
Casework advice	Wednesday and Thursday	10am to 2.00pm	1 x principal solicitor 1 x family lawyer 1 x general 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	11.30am 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 coordinator
Migration Advice	Fridays	10.00am – 12.00pm	1 x volunteer lawyer/Migration Agent 1 x administration assistant
Community Legal Education	Varies	Varies	Principal solicitor Community Legal Education Officer (from January 2014) Volunteer lawyers
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 administration assistant 1 x co-ordinator



The Noosa Outreach is located at the Noosa Leisure Centre, Wallace Drive, Noosaville. It has been in operation since January 2004 and is the longest-standing Outreach service. Noosa Council kindly enable SCLS to use this venue at no cost. This service was operating on fortnightly basis with two volunteer lawyers and a receptionist.

NOOSA			
Service	***Day***	***Time***	***Provided by***
Advice	Thursday Fortnightly from January	6.00pm to 7.15pm	2 x volunteer lawyers 1 x volunteer receptionist

The Nambour Outreach is located at the Nambour Community Centre, 2 Shearer Street, Nambour. It has been in operation since November 2009. The Centre staff constantly promote SCLS to their community and Centre users. This service operates on a fortnightly basis with two volunteer lawyers and a receptionist.

NAMBOUR			
Service	***Day***	***Time***	***Provided by***
Advice	Thursday Fortnightly from January	6.00pm to 7.15pm	2 x volunteer lawyers 1 x volunteer receptionist
Advice/casework	Tuesday Once every 3 weeks	9.30am to 12.00pm	1 x principal solicitor or
Advice/casework	Thursday – Fortnightly	9.30am to 12.00pm	1 x family lawyer (from August 2013)

The Caloundra Outreach is located at 58a Queen Street, Caloundra. It has been in operation since March 2009. There are many programs operating from the centre and therefore referrals are very common. This service operates on a fortnightly basis with two volunteer lawyers and a receptionist as well as during the day on a fortnightly basis with a staff lawyer.

CALOUNDRA			
Service	***Day***	***Time***	***Provided by***
Advice	Wednesday	6.00pm to 7.15pm	2 x volunteer lawyers 1 x volunteer receptionist
Advice/casework	Tuesday -Fortnightly	9.30 – 12.00pm	1 x principal solicitor or 1 x volunteer lawyer
Advice/casework	Thursday – Fortnightly	9.30 – 12.00pm	1 x family lawyer (from August 2013)

The Maleny Outreach is located at the Maleny Neighbourhood Centre, 17 Bicentenary Lane, Maleny which is a hub of activity in the community. The Outreach has been in operation since October 2009

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

The Landsborough Outreach is located at Morris House Neighbourhood Centre, 478 Old Landsborough Road, Landsborough. The Outreach service has been in operation since June 2009.

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

The Pomona Outreach is located at the Pomona Community and District House, 1 Memorial Drive, Pomona. The volunteer receptionists volunteer at the Community Centre and are aware of services available in the local community. The Outreach has been in operation since May 2010.

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

15. Advice targets & outcomes for 2014/15

Advice Contact and Method Types				
Advice Type	**Actual 14/15**	**Target 14/15**	**% of Target Achieved**	**Actual 13/14**
Face-to-Face	2611	2400	108%	2365
Telephone	253	100	253%	186
Information Activities	1981	1900	104%	1762
Community Legal Education	40	20	200%	25
Opened Cases	80	60	133%	47
Closed Cases	69	30	230%	38

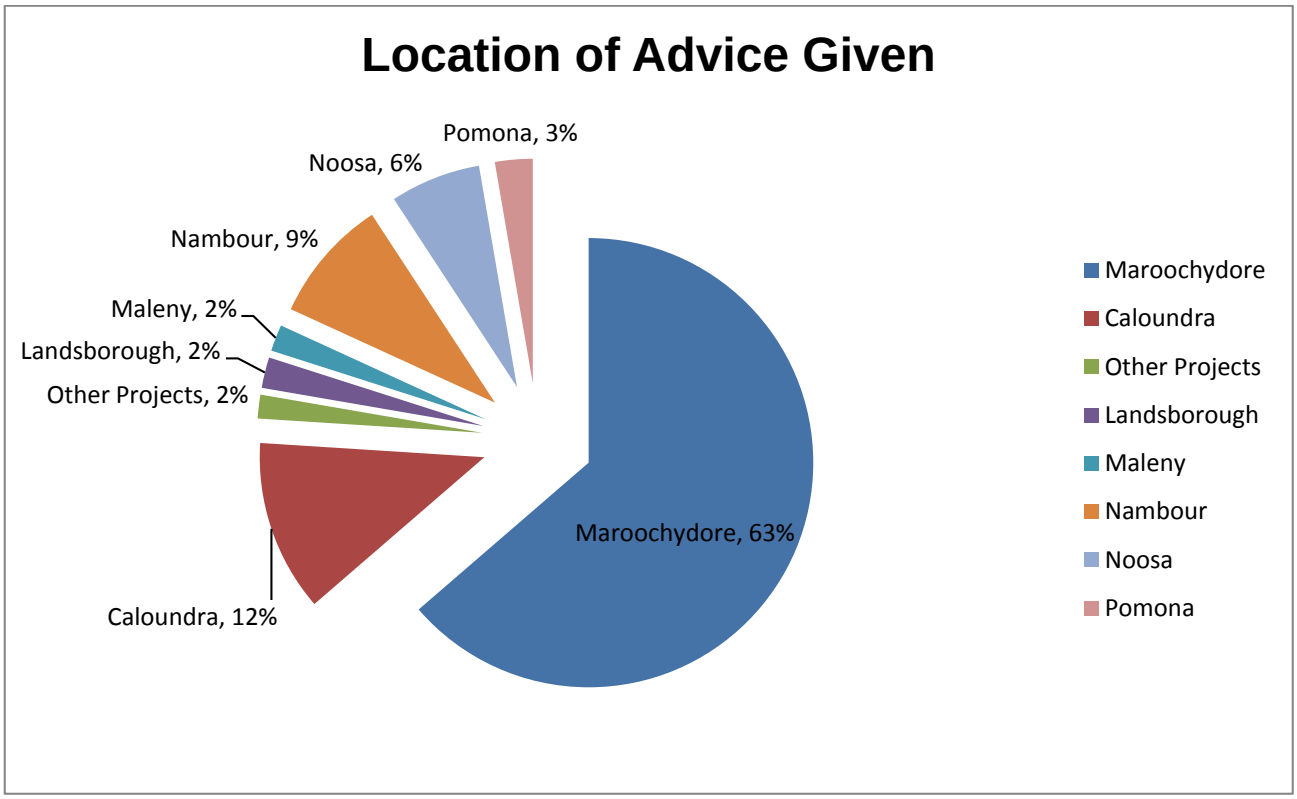
1703 Advices were provided by Volunteer Lawyers

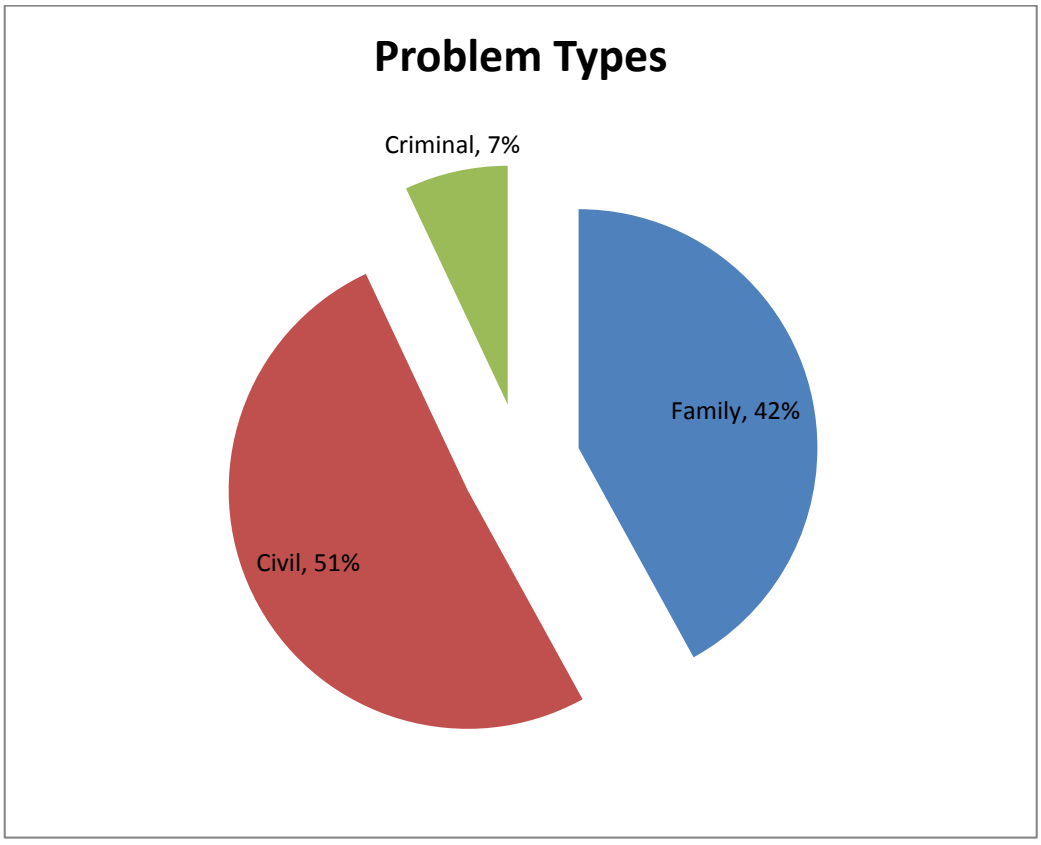
Thank you to all the volunteer lawyers and receptionists who have provided valuable services to their local community. Suncoast Community Legal Service cannot operate without you!

A total of 1981 information activities were provided

Thank you to the staff who answered the phone and provided information to clients to enable them to access an alternative service to meet their needs.

Top 5 Most Common Areas of Law			
Problem Type	**Advices Given**	**Percent of Total advice**	**Change from 13/14**
Contact & Residency	482	15.0%	16%
Property (Family)	362	11.5%	22%
Employment Law	271	8.6%	56%
Divorce & Separation	255	8.1%	-5%
Other Civil (Property disputes, Contracts, Defamation)	240	7.6%	-17%


Location of Advice Given
Pomona, 3%
Noosa, 6%
Nambour, 9%
Maleny, 2%
Landsborough, 2%
Other Projects, 2%
Caloundra, 12%
Maroochydore, 63%
Maroochydore
Caloundra
Other Projects
Landsborough
Maleny
Nambour
Noosa
Pomona


Problem Types
Criminal, 7%
Family, 42%
Civil, 51%

16. Case work studies

1. **This year's Family Law case study is** about a young mother who came to see me at the start of 2014 with a Family Court Order, providing for her to spend two hours per week of supervised time with her young son due to drug use. In reality she was only spending two hours once per fortnight, as the father only made the child available on the fortnight the visits were occurring locally. The other fortnightly visit was to occur around 100 kilometres away and the father unilaterally decided not to take the child for those visits.

My client explained to me that she had recently relocated to the Sunshine Coast to be near her child. Her visits still could only be accommodated once per fortnight due to the availability of the contact centre.

This client further instructed that she had ceased using drugs and provided a negative test result. Legal Aid Queensland had rejected funding to her due to the Family Report which recommended supervised time until she could prove she had stopped using drugs. Once she had supplied her negative test results to LAQ, they still provided no funding because of the previous family report recommendations.

This young mother then obtained work as a voluntary carer of special needs youth, while studying for a Certificate IV. Her employer was so impressed with her that he offered her paid work within a few months. This also increased her responsibilities at work and she was suddenly responsible for up to four youths with significant special needs, including overnight stays on her own there.

My client was eager and prepared to undergo hair follicle testing to prove to the Court and the father that she was "clean". However, due to the cost of such testing, she could not afford it. I then made an application to Queensland Public Interest Law Clearing House Incorporated (QPILCH), as they offer funding to community legal centre clients where appropriate. I was successful with this application and my client underwent hair follicle testing, which returned a negative result.

This test result proved very valuable in our negotiations with the father and the Independent Children's Lawyer. The matter settled out of court in late 2014. Consent Orders were made, allowing the child to spend significant time with the mother – five nights per fortnight, as well as special days, weekly time in the child's class room and half of all school holidays.

2. **SCLS kept two pensioners in their** seventies from certain homelessness after QCAT issued a warrant of possession returning their rental home to the landlord at the end of a periodic tenancy.

While no breach notices had ever been issued against the couple during the five years they had been in residence, problems with the property manager's accounting system had created a perception that there was an issue with timely payment of rent.

The landlord had decided it was time to move them on, with the minimum two month's notice period given. In a very tight rental market, they struggled to find another property suited to their various disabilities and to their many pets, and the warrant was sought and given. SCLS lawyers identified a technical fault in the warrant and brought an Appeal on that basis, and also in relation to the QCAT member's exercise of his discretion. While the appeal decision was essentially that the member had erred in law but no injustice was done, and the decision stood, the elderly couple had been afforded an extra three months to make an orderly departure. SCLS was able to link them up with community services, making this process was much more manageable.

17. University of the Sunshine Coast

The University of the Sunshine Coast clinical program has been extended over the last 12 months. The University has now rotated approximately 120 first year law students through an early emersion clinical experience with Suncoast Community Legal Service, thanks to the invaluable support of legal practitioners who volunteer their time.

The unit Law Clinic is now at capacity and students are busy with a steady flow of new and ongoing cases.

It's been a busy year which has seen a greater student intake and the development of our teaching program aimed at exposing our law students to a real-life professional learning context and supporting their acquisition of 'practice ready' skills.

Dr Gwynn MacCarrick
USC Lecturer (clinical law)

18. Source of Income

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.

Funding and income for 2014-15 was received from the following sources:

State Government funding	$252,676
Commonwealth Government funding	$127,676
Service Generated Income	$ 19,421

The Service received an increase in recurrent funding provided by the State and Commonwealth Governments for 2014/15.

SUNCOAST COMMUNITY LEGAL SERVICE INC.

Financial Report

For the Year Ended

30 June 2015

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

Financial Report for the Year Ended 30 June 2015

COMMITTEE'S REPORT

Your committee members submit the financial report of Suncoast Community Legal Service Inc. for the financial year ended 30 June 2015.

Committee Members

The names of committee members during the financial year were::

Trent Johnson (President)	Anita Owens (Treasurer)(appointed August 2014)
Peta Yujnovich (Vice President)	David Wise
Samantha Bolton	Trina Cash
Susan Douglas	Tim McClymont
Sarah Quilliam	Bernadette Farnell

Please note **Julian Porter** has been the Services Principal Solicitor since 2007 and **Louise Jeffs** has been the Service Co-ordinator since 2008.

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 2015 amounted to a surplus of $3,013. There was no income tax.

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

.....

Trent Johnson (President)

Dated: 02/10/2015.

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

INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2015

	2015	2014
Income		
Donations	16,890	14,268
State Funding	252,473	244,454
Commonwealth Funding	17,653	23,357
Additional Commonwealth Funding	110,023	0
CLE Collaboration Fund Grant	11,748	0
Uniting Care Family Relationship Centre	40,364	0
Miscellaneous & Fundraising Income	19,489	7,400
Interest earned	2,532	3,057
Total Income	**471,171**	**292,536**
Expenses		
Bank Charges	288	235
Library	0	573
Depreciation expense	5,081	7,091
Advertsiing / Signwriting	748	27
Sundries	745	202
Seminars - Maroochydore	1,188	1,880
Furniture & Fittings	-94	38
Dues & Subscriptions	4,846	6,424
Conferences	3,568	5,186
Staff training	424	362
Equipment Rental Expense	1,284	1,721
Security & Alarms	732	439
Insurance	1,708	2,161
Legal & Accounting & Audit	6,020	4,424
Contract Legal Firms	19,909	0
Maintenance	10	700
Staff Amenities	561	414
Volunteer recognition	355	1,564
Superannuation	28,757	24,003
Committee meeting expenses	726	1,086
Wages & Salaries	307,259	241,392
Wages - Telephone Allowance	63	513
Leave Loading	0	7,011
Workers' Compensation	204	455
Annual Leave expense	2,131	1,005
Sick Leave expense	38,203	0
Long Service Leave expense	15,016	0
Postage	750	892
Stationery & Printing	3,289	3,255
Interpreting Service	67	240
Rent	595	32,534
Cleaning	5	1,330
Telephone	6,385	5,285
Computer & Equip maintenance	2,337	7,016
Website and Internet	8,410	12,040
Electricity	0	3,196
Travel & Entertainment	1,611	3,624
Outreach Expenses	4,978	338
Total Expenses	**468,158**	**378,656**
Net Surplus / (Deficit)	**3,013**	**(86,120)**

The accompanying notes form part of these financial statements.

ASSETS AND LIABILITIES STATEMENT AS AT 30 JUNE 2015

	2015	2014
Assets		
Current Assets		
Cheque Account Bendigo Bank	104,042	34,369
Term Deposit Bendigo Bank	44,316	42,922
Petty Cash	23	23
Trade Debtors	13,140	0
Total Current Assets	161,521	77,314
Furniture & Fixtures at Cost	61,403	60,735
Furniture & Fixtures Accum Dep	(56,982)	(51,901)
Total Furniture & Fixtures	4,421	8,834
Total Assets	**165,941**	**86,148**
Liabilities		
Current Liabilities		
Trade Creditors	22,399	0
GST Payable	1,195	0
Provision for Annual Leave	14,031	11,900
Provision for Sick Leave	38,203	0
Total Current Liabilities	75,827	11,900
Provision for Long Service Leave	18,446	3,430
Total Liabilities	**94,273**	**15,330**
Net Assets	**71,668**	**70,818**
Members' Funds		
Retained Earnings	70,818	168,793
Prior period adjustment	(2,163)	(11,855)
Current Year Surplus/(Deficit)	3,013	(86,120)
Total Members' Funds	**71,668**	**70,818**

The accompanying notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

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. The benefits include wages & salaries, annual leave, sick leave and long service leave. Employee liabilities are classified as current where management do not have the unconditional right to defer settlement beyond 12 months. Superannuation is paid to employees based on statutory rates. The Associations legal or constructive obligation is limited to obligations to defined contribution funds for all applicable staff. Contributions are recognised as a n expense as they become payable.

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.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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).

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.

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 2015 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 .....

Trent Johnson

Dated: 02/09/2015

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

1. Income & Expenditure		2015	2014
NET SURPLUS/(DEFICIT) FROM PREVIOUS YEAR			
Surplus / (Deficit) from previous year	A	17,233	114,780
Approved expenditure from Surplus			
Nett Surplus / (Deficit) from previous year	B	17,233	114,780
CLSP INCOME			
Commonwealth Grants		127,676	23,357
State Grants		252,473	200,971
Service Generated Income & Interest		19,421	16,215
Total CLSP Income	J	399,570	240,543
CLSP General Purpose Income	K	416,803	355,323
CLSP EXPENSES			
Salaries		302,819	209,454
Superannuation		28,757	19,981
Staff On Costs		204	1,460
Rent		5,573	32,873
Repairs & Maintenance		0	700
Other Premises Costs		748	4,966
Staff Training		3,992	5,547
Staff Recruitment		0	0
Communications		15,545	7,035
Office Overheads		8,963	11,688
Insurances		1,708	2,161
Finance, Audit & Accounting Fees		6,308	4,659
Library, Resources & Subscriptions		4,846	6,997
Travelling & AGM Expenses		1,611	3,624
Programming & Planning		2,268	12,220
Client Disbursements		67	240
Minor Equipment		-94	4,478
Depreciation		5,081	7,091
Other		0	0
Total Expense Payments		388,397	335,174
Salary & Related Expenses		331,780	230,895
Operating Expenses		56,616	104,279
Total CLSP Expenses	L	**388,397**	**335,174**
Surplus / (Deficit) for current year (M = J - L)	M	**$11,174**	**($94,631)**
Capital Expenditure in current year	P	667	2,916
Surplus / (Deficit) carried forward to next year (N = A + M - P)	**N**	**$27,740**	**$17,233**
OTHER INCOME			
Total Funds received from other bodies		11,748	43,483
Total Funds received from other bodies for non-CLSP CLSIS Activities		0	8,510
TOTAL INCOME		**411,318**	**292,536**

2. Assets acquired with grant funds during the financial year	2014/15	2013/14
Item - Capital Purchases Description		
Total Capital	0	0

3. Future Contingency Amount

List all funds to and from the Future Contingency Amount

Item / Description	Balance	Balance
	0	0

focuspg
chartered accountants

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HTA Partners Pty Ltd
Level 5, 57 The Esplanade
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Cotton Tree Qld 4558

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e mail@focuspg.com.au
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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 2015, 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 2015 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).

.....

Allen William Hertel
Registered Company Auditor (No. 5977)

Dated: 2nd September 2015.

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

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

Schedule 3 of CLSP Service Agreement

This Schedule is established in respect of the 30 June 2015 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 have been used for the purpose for which they were provided;

(ii) The Terms and Conditions of the CLSP Service Agreement 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 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 Trent Johnson (President)

in the presence of

.....

Signature of Witness: Louise Jeffs

Dated: 22/09/2015

Auditor's Certification

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

Financial Year Period: 01 / 07 / 2014 to 30 / 6 / 2015

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 **(and updated by extension of Agreement to 30 June 2015)** 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 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

Dated: 25th September 2015.

Oaths Act 1867

STATUTORY DECLARATION

QUEENSLAND
TO WIT

I, TRENT JOHNSON,
care of: Maurice Blackburn, 135/10 Morayfield Rd, Caboolture South, QLD 4510

do solemnly and sincerely declare that:

as President and Chairperson of Suncoast Community Legal Service Inc. the proceeds received from Commonwealth SACS funding in 2014/15 were spent in accordance with the funding agreement.

And I make this solemn declaration conscientiously believing the same to be true., and by virtue of the provisions of the Oaths Act 1867.

Signature of declarant / deponent

Declarer:.....
Trent Johnson

Taken and declared before me at (location) Maroochydore

this 2nd day of September 2015

.....
(Signature)

TRINA LOUISE CASH
.....
(Full Name / Title)
A Justice of the Peace / Commissioner for Declarations.

/SOLICITOR