



ANNUAL REPORT 2018

Central Coast Community Legal Centre

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Care for community. Fight for just

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ACKNOWLEDGEMENT

We pay our respects to the traditional custodians of this land and to the Darkinyung people and their elders both past and present. We acknowledge this is Aboriginal land. Always was. Always will be.



About Us

The Central Coast Community Legal Centre (Central Coast CLC) is a not-for profit community based organisation that provides a free, accessible and non-judgmental legal service for the Central Coast's most disadvantaged and vulnerable people.

The Central Coast CLC services a population of more than 320,000 people in the Local Government area of the Central Coast, reaching from Alison to Yattalunga.

The impressive achievements of the Central Coast CLC would not be possible without the great commitment and energy of our staff and volunteers, and we thank them for their service.

The Central Coast CLC values its ties with the community highly, and we work in collaboration and partnership with many organisations. We thank them, along with our own families and friends, for their ongoing support.

While we endeavour to provide comprehensive and high-quality legal services to those most disadvantaged and vulnerable in our community, we are acutely aware of the general level of unmet legal needs and it is our mission to keep striving to advance justice on the Central Coast.

Funding

The Central Coast CLC receives funding from the Commonwealth Legal Service Program (CLSP) administered by the Commonwealth Attorney General's Department and the Public Purpose Fund. The Cooperative Legal Service Delivery (CLSD) Program is funded through Legal Aid NSW.



CHAIRPERSONS REPORT



I am now near the end of my second year as Chair of the CCCLC and I am very pleased to say that we are in a sound and stable position.

We have been fortunate to retain Deborah Macmillan as the CEO as she has done an excellent job in reviewing the operations to ensure CCCLC is as financially stable as possible, as well as streamlining efficiency, ably supported by Administration Manager, Rae Fiechter.

Olenka Motyka has been exceptional in the role of Principal Solicitor and we very much look forward to her return to the centre in 2019. Whilst Olenka has

been on maternity leave, Ryan Flippence accepted the task of Acting Principal Solicitor and has been admirable in the role.

As always, funding the Centre was a priority and whenever the opportunity presented itself, applications were submitted to apply for grants. Grant applications take time and effort and it is a source of frustration that time spent on applying detracts from the provision of legal support which should be the primary focus of the organisation.

Our legal centre continues to play a vital role in the provision of free legal advice to disadvantaged and vulnerable people within our community. I continue to be impressed by our Aboriginal Access worker Bobby Murray, for her continual work amongst our Aboriginal community and I know she is very highly regarded. It's extremely important to keep this post funded, particularly in light of the number of Aboriginal people who are incarcerated each year.

Our Duty Lawyer service continues to assist defendants (406 in total) in traffic and AVO matters at Wyong Local Court and is greatly appreciated by the Registrar of the court.

Once again, I would like to thank the work of the volunteers at the Centre - it's not always easy being a volunteer but they are vital to the continued ability for our Community Legal Centre to provide a quality service to the community.

I also want to thank the committee members for their support and dedication towards the ongoing viability of the centre who, I am sure, very much appreciate their time as well as all the staff for their hard work in assisting people with their legal issues.

Giles Finney
Chairperson

CEO REPORT



Once again, this year I am proud of the continuous hard work and commitment of my team of staff and dedicated volunteers at Central Coast Community Legal Centre.

Over the last 12 months our Centre has provided over **9000** discrete legal services to ensure access to justice for people living or working on the NSW Central Coast.

We understand that legal issues do not exist in isolation and if unresolved can result in the burden of additional issues and challenges such as poor health outcomes, homelessness, unemployment, or other financial stress. The provision of timely and accessible legal services is crucial to a healthy, vibrant community on our Coast.

At the heart of everything we do is our commitment to work in partnership with the other services on the Coast that provide a wealth of supports to our shared clients. I thank all of those services and organisations that have assisted both our team and clients to achieve positive outcomes.

I would particularly like to thank our outreach partners, Coast Shelter, Toukley Neighbourhood Centre, Yerin Aboriginal Health Service, Mingaletta Aboriginal Corporation and Wyong Hospital, Mental Health Unit, Legal Aid and Wyong Local Court.

Our team of lawyers have given **650** legal advices over the phone, at our outreach clinics and in our Alison Road offices. Our lawyers work tirelessly to provide a timely and responsive service, keeping abreast of a broad range of legal issues including, fines & debts, family law, employment law, care and protection to name just a few.

Our Legal volunteers have provided **1,915** information services and made **6,407** referrals. Without the work of our legal and administrative volunteers we could not achieve what we do.

I should like to thank my Management Committee for their continued commitment to our service, their work with our organisation ensures that we have a strong governance structure and provides the foundation to everything we do.

With continued funding from our Commonwealth and State funding partners we look forward to a year ahead with a focus on the expansion of our outreach clinics to ensure we are reaching the Coasts most vulnerable people, families and communities.

Deborah Macmillan
CEO

ACTING PRINCIPAL SOLICITOR REPORT



Wow, what a year! 2017/18 presented Central Coast Community Legal Centre with its usual abundance of drama - uncertain funding, staff changes and babies - so many babies!

We lost the caring capability of Naomi Morris and the joyous enthusiasm of Carrie Alton to private practice. We waited patiently while Alice Osborne welcomed her first boy to her growing brood and were thrilled when Olenka Motyka, Principal Solicitor, confirmed the safe arrival of her first born. If it were not for the dedicated staff and the commitment of volunteers, both legal and admin, it is unlikely that we would be able to provide the level of service we currently do to the people of the Central Coast.

As a generalist legal centre, we continue to provide legal information and advice in most areas of law that affect people in their day to day lives like traffic matters, debt, care & protection and employment issues. However quite unfortunately, the majority of our work is still within the Family Law/Domestic Violence space.

During 2017/18, our AVO Clinic begun a collaborative partnership with Legal Aid's DV Unit at Wyong Local Court on AVO list day. This has ensured that both applicants and defendants receive access to legal advice in an equitable and timely manner, bringing about workable and achievable ADVOs.

Our Traffic Clinic at Wyong Local Court has continued to exceed expectations, with a significant number of unrepresented clients now being referred to us by the sitting magistrate to assist the court and provide much needed legal advice.

Our outreach services were extended to Yerin Aboriginal Health Centre to continue and maintain the outstanding work of our Aboriginal Access Worker.

Finally, we continued our cooperative pro bono legal advice service with Gilbert & Tobin and opened up a new pro bono relationship with Watts McCray.

Of course, the above is only possible due to the relentless commitment of our staff, volunteers, Management Committee and pro bono and community partners. We thank you!

Ryan Flippence
Acting Principal Solicitor

TREASURERS REPORT



Objectives

Central Coast Community Legal Centre is a non-profit, community legal centre providing legal support to disadvantaged people across the Central Coast. The centre is part of a National Association of Community Legal Centre's committed to social justice and defending human rights.

Strategies

The Centre is run by an executive officer, administration manager, principle solicitor and other staff overseen by the board of committee members. The committee in conjunction with the executive officer set yearly and quarterly budgets which enable the committee to monitor performance and ultimate expenditure on funding obtained. The committee also meets bi-monthly to make decisions on the operations of the Centre. Monthly reports from the executive office and principle solicitor are reviewed to assist in decision making.

Operating Results

The financial performance and financial position of Central Coast Legal Centre has been independently audited for the year ended 30 June 2018. The results can be summarised as follows:

	2018	2017
Operating Surplus/(Deficit)	5,440	(10,586)

The small reported surplus of \$5,440 is the result of completed and ongoing programs utilising their funding received. All programs either reported a small deficit or completely expended funding. Detailed reports for each project are contained within the financial reports.

Cash flow decreased by \$15,655 a reflection of the reduction in liabilities from the previous year. Our cash position and liquidity remain strong with \$320,558 available to meet operational expenditure & provisions. The Centre's net Assets at 30 June 2018 is \$95,207 up by \$5,440 on last year's results as a result of this year's surplus.

Measurement of Performance

The committee sets key performance indicators at the start of every financial year in the form of budgets and monitors these in monthly committee meetings. We receive funding from a variety of funding bodies including the Commonwealth Attorney General's Department, Legal Aid Commission, NSW Public Purpose Fund, Legal Aid NSW and The Office for Women's Policy NSW Department of Premier and Cabinet. These funds are reported each quarter and given compliance clearance from funders. Most of this funding is received on the condition that specific services are delivered and is considered as reciprocal revenue. This funding is initially recognised as deferred revenue disclosed as grants in advance in the balance sheet, and revenue is recognised as services are performed or conditions fulfilled.

Future Developments

The outlook for 2019 has been assured with funding from the Public Purpose Fund and both Federal and State Governments administered by Legal Aid NSW through to 30 June 2019. Funding includes Generalists' Services, Children's Court Assistance Scheme, Co-operative Legal Services Delivery Program, Care Partners Program and Aboriginal Access Worker Program. Beyond 2019 is the subject of the Cameron Review.

We are also in the continual process of applying for funding available where we see the legal centre able to provide the expertise to new initiatives promoted by the government apartments and general fundraising activities and events.

Staff & Volunteers

I wish to thank our office and professional staff together with our numerous volunteers that make our organisation of a high quality in servicing the needs of deserving members of our community. The committee expresses its warm appreciation to the quality services that all our volunteers provide and encourage continued contribution of their valued time.

I look forward to being part of the committee overseeing the governance of the legal centre during 2019.

Gerard Andrews *B.Bus CA*
Treasurer



SERVICES SNAPSHOT

FY2018 SNAPSHOT

Many of our clients are DISADVANTAGED

37% live with a **disability**
33% experience **domestic violence**
4% are **homeless** or at risk of **homelessness**
18% indentify as **Aboriginal** and/or **Torres Strait Islander**

53 % of our clients are living below the poverty line



Court Clinics

Every week our solicitors attend clinics at Wyong Court to assist unrepresented people with information and advice



We ran free legal education sessions for community workers on hot legal topics including:

- Family Violence
- Housing and tenancy problems
- Supporting clients living with mental illness
- Sexting
- How to spot your clients' legal problem

PLUS we attended 47 Stakeholder Engagement activities

33% of our clients' problems are related to violence

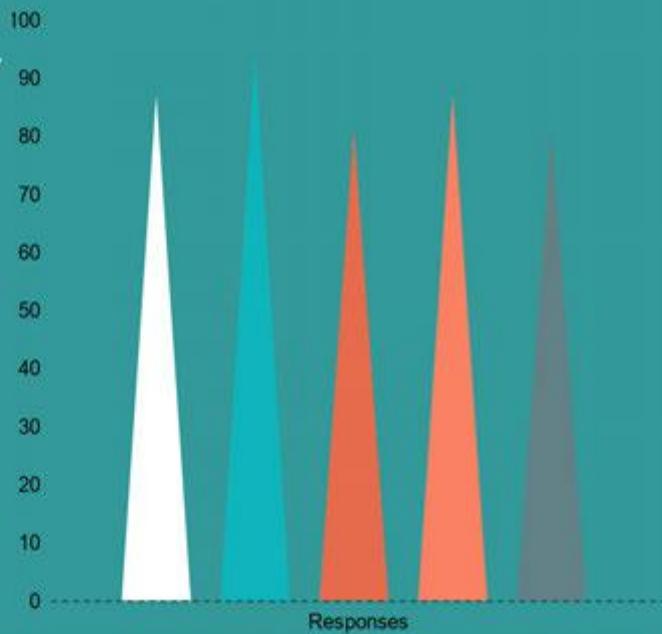


We helped 2589 young people through the Children's Court Assistance Scheme.

Client Survey

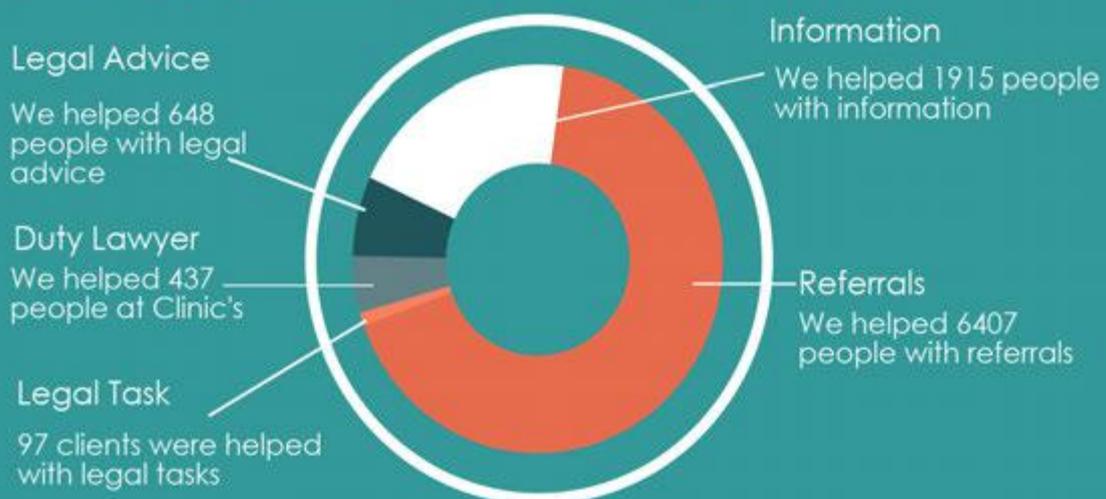
Central Coast CLC is heartened by the feedback we have received during our Client Satisfaction Survey

- 87% agreed it was easy to contact CCCLC when they needed help
- 94% agreed that CCCLC listened to their legal problem
- 81% agreed that CCCLC helped them understand their legal problem
- 87% agreed that they knew where to seek legal advice in the future
- 81% would recommend CCCLC to another person



Services

We helped 9504 Coasties with free legal help in 2017/2018



Our solicitors provided ADVICE on:

434 civil law problems: consumer credit & debt, discrimination, government, victims compensation

249 family law problems: child contact orders, domestic violence orders, parenting plans, mediation

364 criminal offences: road traffic and motor vehicle regulatory offences, acts intended to cause injury

HIGHLIGHTS THIS YEAR:

An integrated approach to service delivery allows CCCLC to provide client-centred services.



CASE STUDY: Criminal & Apprehended Domestic Violence Order

Callan is a father of two children and suffers from a brain injury. Callan's brain injury has left him with long term health issues both physically and cognitively. He suffers from memory loss so he finds it difficult to get help from services and then difficulty retaining any information he receives.*

Callan approached the Central Coast CLC AVO Clinic which we provide weekly at the Wyong Local Court. Callan was self-representing himself and was having trouble navigating the legal steps for both his Criminal and ADVO Court matter. The legal system can be difficult to navigate especially for someone with a brain injury. Callan also told us that he was self-representing himself in the Federal Circuit Court for family law matters. The legal system had become a huge obstacle for Callan to overcome and he was not linked in with any community services on the Central Coast. Due to Callan's brain injury he could only work part-time so he could not afford a private solicitor. Callan chose to self-represent as he thought this was his only option however he could not remember what was happening at his court appearances.

The Central Coast CLC were able to find ways to work with Callan so that he could understand what was happening for him with all his legal issues and remember

what he needed to do to progress these matters. The Central Coast CLC was also able to represent Callan in the Local Court and arrange legal representation for him in the Federal Circuit Court for his family law matters. In addition, the Central Coast CLC made sure that Callan was linked up with support services in the community for his non-legal issues.

Callan had our assistance alongside the support services we linked him up with at every Local Court mention and hearing. The criminal charge that Callan was facing was dismissed and a workable and achievable ADVO for Callan negotiated. Callan was also able to get further treatment and supports to reduce the risk of any further legal issues occurring in his future. Negotiations were also made for Callan in his family law matter so he could continue to have contact with his children.

Without the help of the Central Coast CLC, Callan may have continued to self-represent himself and this may have impacted on both his legal and social outcomes. It is also likely that it would have impacted on the public costs and additional Court resources needed to have Callan continue to self-represent in both the Local Court and Federal Circuit Court.

**Name changed to protect identity*



CASE STUDY: Care & Protection and Stolen Generations

Reparation Scheme

Martin, an Aboriginal grandfather approached our service as he was having difficulty accessing justice and was concerned that his grandchildren were not having contact with their Aboriginal family, community and culture. Martin's grandchildren had been placed with non-Aboriginal carers.*

Martin who is a member of Australia's Stolen Generation, forcibly removed from his own family and Aboriginal community at a young age, had real concerns that this would result in a loss of cultural rights and inheritance for his grandchildren.

The Central Coast CLC was able to assist Martin with legal advice and advocacy regarding the Care + Protection matters of his grandchildren.

Martin had made several complaints about his concerns and told us that he was just not being heard by the organisations involved. The Central Coast CLC were able to give Martin legal advice and advocated for Martin in an informal mediation and

assisted him to file formal complaints. Our Aboriginal Access Worker was able to support Martin with creating a cultural plan for his grandchildren and provide necessary cultural guidance as well as referrals in the community for the organisation involved so that the children can be embedded into their Aboriginal community and exposed to their Aboriginal culture. A plan was also put in place by the organisations involved to have all the children's matters referred to a Family Group Conference so that Martin and all other family members could participate in sharing stories and making decisions about their children.

The Central Coast CLC are also a generalist centre so our solicitor was able to recognise that Martin, as a member of the Stolen Generation could apply for the Stolen Generation Reparation Scheme.

Our solicitor assisted him with his application and his supporting documents. Martin would not have known about the scheme had he not received this information from the Central Coast CLC.

**Name changed to protect identity.*



Bigan "Legal" Mob

ABORIGINAL ENGAGEMENT



This financial year has been a particularly busy one with lots of change for our Aboriginal programs.

I feel like the Centre is moving forward with lots of new initiatives and projects to include Aboriginal participation as well as greatly improving staff involvement in Aboriginal community.

Due to my maternity leave and the birth of my baby girl Hannah "Kunika" in May 2017, the Centre replaced the Aboriginal Access Worker position with staff from Bara Barang Corporation Ltd on a contract basis. This Aboriginal organisation is the 2017 NSW Law Society Charity and did a great job when available filling in the Aboriginal Community work. I was kept in the loop of what is happening in the office and continued to attend community meetings and stayed in touch for any support when it was needed.

The intake for Aboriginal clients this financial year (165) has been down from last year (207) and we identified this as me being on maternity leave and the changes of staff from Bara Barang Corporation which we contracted to replace me during that time.

In the next financial year, the Aboriginal Access Worker position is no longer Legal Aid CLSD funded, but the Central Coast CLC is committed to supporting our Aboriginal clients on the Central Coast and will maintain the position in some capacity.

The development of a Reconciliation Action Plan (RAP) is underway and the Central Coast CLC will undertake a workshop series with Blakworks Employment Solutions to define and hone in targets, practices, opportunities for change and updates of procedures and policies concerning Aboriginal and Torres Strait Islander people, families and community.

The Central Coast CLC has a continued commitment to provide:

- Assist Aboriginal clients to obtain free legal advice and/or assistance.
- Conduct appointments and a drop-in service to appropriate Aboriginal organisations on the Central Coast. These are Yerin Eleanor Duncan Aboriginal Health Centre in Wyong and Mingaletta Aboriginal and Torres Strait Islander Corporation in Umina Beach. The clinics are run at these locations on alternating Tuesday mornings.
- Provide Community Legal Education workshops for Aboriginal community workers and Aboriginal community itself where we aim to now run 4 per year. One of these is the Aboriginal Wills Day.
- Have an Aboriginal Access Worker available to support Aboriginal clients with legal problems and navigate referrals to appropriate services and acting as a cultural interpreter.
- Continue to engage in and develop local events to celebrate Aboriginal significant dates to continue to connect and educate staff which better connects our staff with the community and in turn, creates trust with clients.



We look forward to new and exciting projects and programs in 2018-2019 and increasing access to justice for the local Aboriginal community.

Bobbi Murray - Aboriginal Access Worker

Cooperative Legal Service Delivery: A partnership in Legal Service Delivery on the Central Coast.

The program aims to improve outcomes for economically and socially disadvantaged people by building networks of key legal services and community organisations to identify and possibly resolve legal need.

The 2017-2018 financial year was slow due to wrapping up the end of the projects for a new funding round and changes to the tender process as well as changes to the staff at Legal Aid Head Office

We are at the end of our 3-year Action plan and are preparing for our planning day in October 2018 and new projects in the new plan.

We are looking at more projects to collaborate with other agencies and encouraging them to take the lead with our support from the CLSD team.

With changes from Head Office that CLSD funding will now be run as a funding round process, some of our projects will no longer be funded. The Central Coast CLC has had to absorb four of the crucial projects with no increase in core funding

These projects are:

- Traffic Law Clinic
- AVO Clinic
- Legal Health = Mental Health
- Aboriginal Access

The Aboriginal Wills Day is still run annually but will in future include a number of new local law firms and will change the days running.

Numbers of attendances in quarterly meetings has decreased and a membership drive during the planning day promotion and early into 2019 is planned to increase community organisations and private firms.

Central Coast CLSD now has a members' page on www.hsnet.nsw.gov.au where members can view and post updates and flyers on projects and information share. Members can also see Agenda, Minutes and meeting dates, times and locations for all meetings for the calendar year. It is planned that Central Coast CLSD will continue with some projects that includes supporting the Aboriginal Wills' Day and CLE in hot topic areas.

The Sorry Business Project has been a success in being notified that funding has been allocated for 12 months. This is a huge project that the CLC will lead and the outcome will be a resource that explains in plain English to community members what to do when someone dies in the Aboriginal community and where to find help and advice. This is to be a resource to be used state-wide and possibly nationally if the content permits.

The 2018/19 financial year is sure to be a busy and exciting one for the CLSD program.

Bobbi Murray

Regional Coordinator CLSD Program

CHILDRENS COURT ASSISTANCE SCHEME



The CCAS program continues to provide vital assistance to young people and their families at the Children's Court. The CCAS program provides a friendly face and information about the court process.

The decreased sitting days at Wyong Court has resulted in greater numbers of young people. This presents challenges for the CCAS program that needs to ensure all appearing on that day receive the information they need.

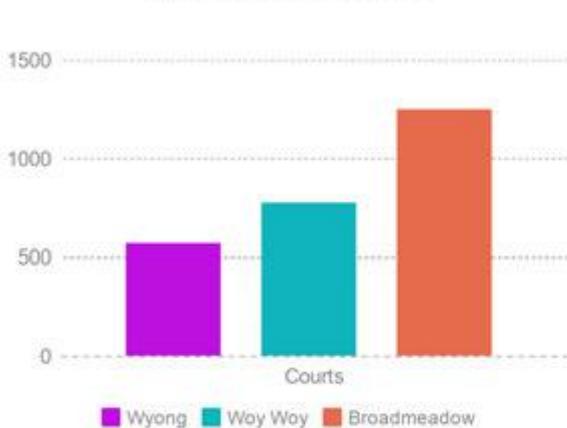
I thank Deborah and the Management Committee for continuing to obtain funding to maintain the CCAS program.

Without the help from volunteers the program would not be as efficient as it is. I would like to thank the following volunteers for their dedication to the CCAS program: John Sloane; Robyn Logan; Mandi Moynahan; Kellie Baker and various Oasis volunteers who regularly attend Wyong Court to assist with on the spot linkage to their service and extended support beyond the day in court.

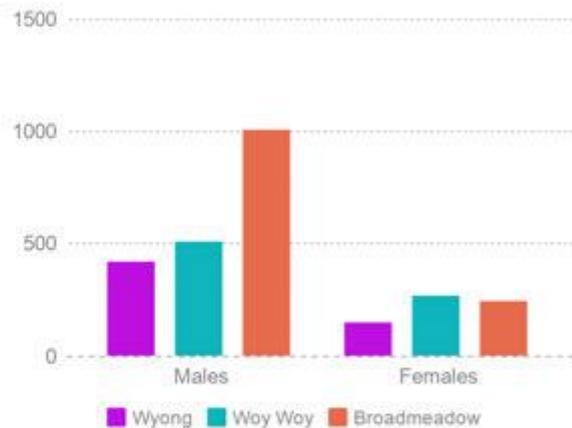
Bec Shiels and Rebecca Shields from Alambi (Pilot Court outreach service) have been a great asset at Broadmeadow court. I hope the service will continue as it completes the CCAS program by case managing young people from the day we refer them.

Tracey Young
CCAS Coordinator

CCAS Assisted 2589 Young People and their Families



Gender Statistics



VOLUNTEER VOICE

I began volunteering with the CCCLC in February 2018. I applied to volunteer to complete my Practical Legal Training having finished my law degree in 2017. In the months I have worked at the Centre I have gained valuable legal experience which has been both challenging and immensely rewarding.

Shortly after starting at the CCCLC, I began attending the AVO clinic. At this clinic the Centre's solicitors provide unrepresented clients with legal advice regarding their AVO matter. This service empowers clients to make an informed decision by ensuring they understand the implications and consequences of their AVO. I have found it very satisfying to witness how this legal advice immediately assists clients at a time of real need. My work at the AVO clinic also provided me with the opportunity to engage with court volunteers, other legal services, court staff and domestic violence liaison officers. From this experience I have gained a far greater understanding of the work that occurs within the Local Court.

Back at the CCCLC office I have fulfilled many other roles including telephone intake, paralegal work and participation in Community Legal Education. As the Centre provides clients with advice across many areas of law, I have had the opportunity to engage with a wide variety of legal issues. Two days are rarely the same! I have particularly enjoyed getting to know my fellow volunteers from diverse and interesting backgrounds.

CCCLC staff are friendly, caring and always willing to share their legal knowledge. As a result, I have gained a far better and practical understanding of many areas of law. My work at the CCCLC has opened my eyes to the many other vital organisations which service our community.



I have had the opportunity to interact with many of these services through my attendance at various interagency meetings and legal centre events. A major part of the Centre's service is to connect clients with other community organisations which may be of assistance. It is gratifying to know of so many services available to assist those in our community.

I have thoroughly enjoyed being a part of the CCCLC team who continually strive to help some of the most disadvantaged members of our community.

Whilst confronted with a variety of legal issues, both simple and complex, the Centre had managed to always be a positive and fun learning environment. I look forward to continuing to complete my Practical Legal Training at the CCCLC.

Amelia Cox

PLT Volunteer

INDEPENDENT AUDITOR'S REPORT

Annual Financial Report

Wyong/Gosford Community Legal Services Inc
ABN 42476745942
For the year ended 30 June 2018

Consolidated Income and Expenditure Statement

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2018

	2018	2017
Income		
Donations	1,077	2,199
Grants - Commonwealth, Recurrent	506,006	506,006
Grants - Other	7,642	-
Grants - State, Recurrent	308,291	354,864
Interest	4,843	7,399
Membership fees	16	16
Other Sundry Income	9,182	23,421
Total Income	837,057	893,906
Total Income		
	837,057	893,906
Expenses		
Accounting Fees	19,927	11,115
Advertising & Promotion	74	225
Assets < \$500	2,010	5,281
Audit Fees	3,300	3,000
Bank Charges	344	343
Board/Governance Expenses	572	41
Cleaning & Pest Control	4,240	-
Client Support Services	241	-
Computer Expenses	8,310	990
Consultancy Fees	2,309	4,849
Depreciation Plant & Equipment	3,805	7,097
Entertainment Costs	114	-
Equipment Hire/Lease	1,320	4,201
Fees & Permits	271	-
Health & Safety	518	-
Increase/(Decrease) Provision for Annual Leave	23,748	(1,420)
Increase/(Decrease) Provision for Long Service Leave	(120)	-
Insurance - Associations	886	-
Insurance - General	2,955	6,139
Insurance - Professional Indemnity	976	-
Insurance - Volunteers	435	-
Meeting Expenses	2,448	682
Membership Fees Paid/Subscriptions	7,428	16,154
Postage, Freight & Courier	790	824
Printing & Stationery	4,078	12,342
Publications & Info Resources	261	143
Recruitment Expenses	725	-
Rent	23,768	22,688
Repairs & Maintenance	1,356	12,180

Consolidated Income and Expenditure Statement

	2018	2017
S & W Govt Parental Leave recoupment	1,112	-
Salaries & Wages	620,672	686,681
Security Expenses	3,275	-
Staff Amenities	3,627	1,020
Sundry Expenses	467	-
Superannuation	55,589	64,879
Telephone & Internet Charges	8,768	17,422
Training & Development	4,780	10,594
Travel & Accommodation	4,991	5,772
Utilities	10,816	11,338
Volunteer Costs	216	-
Workers Compensation	2,442	-
Total Expenses	833,842	904,491
Profit/(Loss) for the period	3,214	(10,586)

Movements in Equity

Wyong/Gosford Community Legal Services Inc For the year ended 30 June 2018

	2018	2017
Equity		
Opening Balance	89,767	100,788
Increases		
Profit for the Period	3,214	-
Total Increases	3,214	-
Decreases		
Loss for the Period	-	10,586
Other Decreases	-	436
Total Decreases	-	11,022
Total Equity	92,981	89,767

Assets and Liabilities Statement

Wyong/Gosford Community Legal Services Inc
As at 30 June 2018

	30 JUN 2018	30 JUN 2017
Assets		
Current Assets		
Cash and Cash Equivalents		
Bendigo Bank Term Deposit 1 Acc135248383	93,593	91,567
Bendigo Bank Term Deposit 2 Acc135248565	180,462	88,045
Bendigo Debit Card, N Arrage	1,120	2,560
Bendigo, Operating account	44,883	153,541
Petty Cash	500	500
Total Cash and Cash Equivalents	320,558	336,213
Trade and Other Receivables		
Accounts Receivable	270	856
Accrued income	-	99
Prepayments	1,947	2,233
Total Trade and Other Receivables	2,217	3,189
Total Current Assets	322,775	339,402
Non-Current Assets		
Property, plant and equipment		
Computer Equipment		
Computer Equipment at cost	60,725	52,344
Accumulated Depreciation of Computer Equipment	(55,062)	(51,656)
Total Computer Equipment	5,663	689
Leasehold Improvements		
Leasehold Improvements at Cost	9,294	9,294
Accumulated Depreciation of Leasehold Improvements	(9,294)	(9,294)
Total Leasehold Improvements	-	-
Office Furniture & Fittings		
Office Furniture & Fittings at Cost	7,772	7,772
Accumulated Depreciation of Office Furniture & Fittings	(4,216)	(3,818)
Total Office Furniture & Fittings	3,557	3,955
Plant & Equipment		
Plant & Equipment at Cost	11,738	11,738
Accumulated Depreciation of Plant & Equipment	(11,738)	(11,738)
Total Plant & Equipment	-	-
Total Property, plant and equipment	9,219	4,643
Total Non-Current Assets	9,219	4,643
Total Assets	331,994	344,045

Assets and Liabilities Statement

	30 JUN 2018	30 JUN 2017
Liabilities		
Current Liabilities		
Financial Liabilities		
Grants Received in Advance	64,641	88,540
Total Financial Liabilities	64,641	88,540
Provisions		
Provision for Annual Leave	53,633	29,885
Provision for Furniture and P & E Replacement	17,100	17,100
Provision for Long Service Leave	9,418	-
Provision for Maternity Leave	15,000	15,000
Provision for Staff Training	6,055	6,055
Total Provisions	101,206	68,040
Trade and Other Payables		
Accounts Payable	1,731	-
Accrued Expenses	24,004	36,199
GST	4,379	6,993
Other Current Liabilities	163	163
PAYG Withholding Payable	9,694	10,850
Superannuation Payable	4,537	5,297
Total Trade and Other Payables	44,509	59,502
Total Current Liabilities	210,356	216,082
Non-Current Liabilities		
Provisions		
Provision for Long Service Leave	28,658	38,196
Total Provisions	28,658	38,196
Total Non-Current Liabilities	28,658	38,196
Total Liabilities	239,013	254,278
Net Assets	92,981	89,767
Equity		
Retained Earnings	92,981	89,767
Total Equity	92,981	89,767

Notes to the Financial Statements

Wyong/Gosford Community Legal Services Inc For the year ended 30 June 2018

1. Statement 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 New South Wales & Associations Incorporation Regulations (NSW) 2010. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accrual basis and under the historical cost convention, except for certain assets, which, as noted, have been written down to fair value as a result of impairment. Unless otherwise stated, the accounting policies adopted are consistent with those of the prior year.

The accounting policies that have been adopted in the preparation of the statements are as follows:

Property, Plant and Equipment

Property, plant and equipment is initially recorded at the cost of acquisition or fair value less, if applicable, any accumulated depreciation and impairment losses. Plant and equipment that has been contributed at no cost, or for nominal cost, is valued and recognised at the fair value of the asset at the date it is acquired. The plant and equipment is reviewed annually by directors to ensure that the carrying amount is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the utilisation of the assets and the subsequent disposal. The expected net cash flows have been discounted to their present values in estimating recoverable amounts.

Freehold land and buildings are measured at their fair value, based on periodic, but at least triennial, valuations by independent external valuers, less subsequent depreciation for buildings.

Increases in the carrying amount of land and buildings arising on revaluation are credited in equity to a revaluation surplus. Decreases against previous increases of the same asset are charged against fair value reserves in equity. All other decreases are charged to profit or loss.

Any accumulated depreciation at the date of revaluation is offset against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Trade and Other Receivables

Trade receivables and other receivables, including distributions receivable, are recognised at the nominal transaction value without taking into account the time value of money. If required a provision for doubtful debt has been created.

Financial Assets

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.

Trade and Other Payables

Trade and other payables represent the liabilities for goods and services received by the trust that remain unpaid at 30 June 2018. Trade payables are recognised at their transaction price. They are subject to normal credit terms and do not bear interest.

Employee Benefits

Provision is made for the liability for employee entitlements arising from services rendered by employees to balance date. Employee benefits have been measured at the amounts expected to be paid when the liability is settled, plus related costs.

Provisions

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

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held on call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

Revenue Recognition

Revenue from the sale of goods is recognised upon the delivery of goods to customers.

Revenue from the rendering of services is recognised upon the delivery of the services to customers.

Revenue from commissions is recognised upon delivery of services to customers.

Revenue from interest is recognised using the effective interest rate method.

Revenue from dividends is recognised when the entity has a right to receive the dividend.

All revenue is stated net of the amount of goods and services tax (GST).

Goods and Services Tax

Transactions are recognised net of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

Grants

Grant revenue is recognised in the income statement when the entity receives the grant, when it is probable that the entity will receive the economic benefits of the grant and the amount can be reliably measured.

If the grant has conditions attached which must be satisfied before the entity is eligible to receive the grant, the recognition of the revenue will be deferred until those conditions are satisfied.



Care for community. Fight for justice.

**2017-2018
BOARD OF DIRECTORS
COMMITTEE DATES
Wyong/Gosford Community Legal Service Incorporated
Committee's Report**

Your Committee members submit the financial report of the Wyong/Gosford Community Legal Service Incorporated for the financial year ended 30 June 2018.

Committee Members

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

- Giles Finney
- Gerard Andrews
- Sidonie Shaw
- Amber Gunn
- Carina Bekkers
- Steve Mannall
- Alicia Bragg

Principal Activities

The principal activities of the association during the financial year were the provision of free legal services.

Significant changes

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

Operating Results

The net surplus for the year ending 30 June 2018 amounted to ~~XXXX~~ \$3,214

Signed in accordance with a resolution of the Members of the Committee

Committee Member  Name: Sidonie Shaw

Committee Member  Name: Gerard Andrews

Date: 17/10/2018

Audit Independence Declaration Under Section 370C of the Corporations Act 2001

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2018

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2018 there has been:

- (i) no contraventions of the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.



Name of Firm: Acumon Auditing

Name of Auditor: Christian Tapp

Dated: 5th OCTOBER 2018

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 Wyong/Gosford Community Legal Services Inc
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newcastle:

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 (by appointment)
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 standards legislation.

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Independent Auditor's Report

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2018



Independent Auditor's report to the Committee Members of Wyong/Gosford Community Legal Services Incorporated.

We, Acumon Auditing have audited the financial report of Wyong/Gosford Community Legal Services Incorporated, which comprises the Assets and Liabilities Statement as at 30 June 2018, the Consolidated Income and Expenditure statement, the statement of Movements in Equity, and Notes to the financial statements, including a summary of significant accounting policies, and the responsible entities' declaration.

In our opinion, the financial report of Wyong/Gosford Community Legal Services Incorporated has been prepared in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- (a) giving a true and fair view of the Organisation's financial position as at 30 June 2018 and of its financial performance for the year then ended; and
- (b) complying with Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for Opinion

We, Acumon Auditing, conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. We are independent of the registered entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. Acumon Auditing have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Responsibilities of Responsible Entities for the Financial Report

The responsible entities of the registered entity are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the ACNC Act, and for such internal control as the responsible entities determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the responsible entities are responsible for assessing the Organisation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the responsible entities either intends to liquidate the Organisation or to cease operations, or has no realistic alternative but to do so.

Responsible entities are responsible for overseeing the registered entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole, is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

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- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 registered entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by responsible entities.
- Conclude on the appropriateness of the responsible entities' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organisation's ability to continue as a going concern. If I, Christian Tapp conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Organisation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate evidence regarding the financial information of the entities or business activities within the Organisation to express an opinion on the financial report. Acumon Auditing are responsible for the direction, supervision and performance of the Organisation audit. We, remain solely responsible for my audit opinion.

We communicate with responsible entities regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during our audit.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of section 60-45(3) (b) of the ACNC Act, we are required to describe any deficiency, failure or shortcoming in respect of the matters referred to in paragraph 60-30(3)(b), (c) or (d) of the ACNC Act.

ACUMON AUDITING



CHRISTIAN TAPP

Registered Company Auditor (190631)

Dated this 5th day of October 2018

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standards legislation.

Income and Expenditure Statement - Aboriginal Access

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2018

	2018
Income	
Grants - State, Recurrent	20,000
Total Income	20,000
Total Income	
20,000	
Expenses	
Salaries & Wages	18,497
Superannuation	1,503
Total Expenses	20,000
Profit/(Loss) for the period	

Income and Expenditure Statement - Care Partner

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2018

	2018
Income	
Grants - State, Recurrent	29,925
Total Income	29,925
Total Income	
Expenses	
Communications	
Telephone & Internet Charges	346
Total Communications	346
Office Overheads	
Computer Expenses	428
Printing & Stationery	154
Total Office Overheads	582
On Costs	
Workers Compensation	291
Total On Costs	291
Salaries & Wages	
Salaries & Wages	26,147
Total Salaries & Wages	26,147
Superannuation	
Superannuation	2,484
Total Superannuation	2,484
Travel	
Travel & Accommodation	74
Total Travel	74
Total Expenses	29,925
Profit/(Loss) for the period	-

Income and Expenditure Statement - CCAS

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2018

	2018
Income	
Grants - State, Recurrent	85,145
Total Income	85,145
Total income	
85,145	
Expenses	
Communications	
Telephone & Internet Charges	855
Total Communications	855
Depreciation	
Depreciation Plant & Equipment	311
Total Depreciation	311
Finance, Audit & Accounting	
Accounting Fees	2,014
Total Finance, Audit & Accounting	2,014
Insurance	
Insurance - Associations	89
Insurance - General	295
Insurance - Professional Indemnity	98
Insurance - Volunteers	44
Total Insurance	525
Leases	
Equipment Hire/Lease	132
Total Leases	132
Library, Resources & Subscriptions	
Fees & Permits	99
Membership Fees Paid/Subscriptions	597
Publications & Info Resources	17
Total Library, Resources & Subscriptions	712
Minor Equipment	
Assets < \$500	171
Total Minor Equipment	171
Office Overheads	
Computer Expenses	1,101
Health & Safety	52
Meeting Expenses	256
Postage, Freight & Courier	55
Printing & Stationery	396

Income and Expenditure Statement - CCAS

	2018
Staff Amenities	232
Sundry Expenses	18
Total Office Overheads	2,109
On Costs	
Increase/(Decrease) Provision for Annual Leave	1,644
Workers Compensation	244
Total On Costs	1,888
Other Premises Costs	
Cleaning & Pest Control	397
Security Expenses	328
Utilities	1,082
Total Other Premises Costs	1,806
Programming & Planning	
Board/Governance Expenses	57
Volunteer Costs	10
Total Programming & Planning	67
Recruitment	
Recruitment Expenses	45
Total Recruitment	45
Rent	
Rent	2,377
Total Rent	2,377
Repairs & Maintenance	
Repairs & Maintenance	234
Total Repairs & Maintenance	234
Salaries & Wages	
Salaries & Wages	63,718
Total Salaries & Wages	63,718
Staff Training	
Training & Development	478
Total Staff Training	478
Superannuation	
Superannuation	5,904
Total Superannuation	5,904
Travel	
Travel & Accommodation	1,799
Total Travel	1,799
Total Expenses	85,145
Profit/(Loss) for the period	-

Income and Expenditure Statement - CCCLC

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2018

	2018
Income	
Donations	1,077
Interest	2,031
Membership fees	16
Other Sundry Income	91
Total Income	3,215
Total Income	3,215
Profit/(Loss) for the period	3,215

Income and Expenditure Statement - CLSD

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2018

	2018
Income	
Grants - State, Recurrent	21,229
Total Income	21,229
Total Income	
	21,229
Expenses	
Depreciation	
Depreciation Plant & Equipment	151
Total Depreciation	151
Finance, Audit & Accounting	
Accounting Fees	764
Total Finance, Audit & Accounting	764
Insurance	
Insurance - General	117
Insurance - Professional Indemnity	38
Total Insurance	155
Library, Resources & Subscriptions	
Membership Fees Paid/Subscriptions	161
Publications & Info Resources	7
Total Library, Resources & Subscriptions	168
Minor Equipment	
Assets < \$500	56
Total Minor Equipment	56
Office Overheads	
Computer Expenses	396
Meeting Expenses	217
Postage, Freight & Courier	21
Printing & Stationery	145
Total Office Overheads	779
On Costs	
Workers Compensation	69
Total On Costs	69
Other Premises Costs	
Cleaning & Pest Control	145
Utilities	428
Total Other Premises Costs	573

Income and Expenditure Statement - CLSD

	2018
Rent	
Rent	1,110
Total Rent	1,110
Repairs & Maintenance	
Repairs & Maintenance	76
Total Repairs & Maintenance	76
Salaries & Wages	
Salaries & Wages	14,994
Total Salaries & Wages	14,994
Staff Training	
Training & Development	280
Total Staff Training	280
Superannuation	
Superannuation	1,424
Total Superannuation	1,424
Travel	
Travel & Accommodation	305
Total Travel	305
Telephone & Internet Charges	323
Total Expenses	21,227
Profit/(Loss) for the period	2

Income and Expenditure Statement - CLSP

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2018

2018

Income	
CLSP Income - Commonwealth	
Grants - Commonwealth, Recurrent	506,006
Total CLSP Income - Commonwealth	506,006
CLSP Income - State	
Grants - State, Recurrent	135,735
Total CLSP Income - State	135,735
Other Income	
Grants - Other	7,642
Total Other Income	7,642
Services Generated Income	
Interest	2,812
Other Sundry Income	9,091
Total Services Generated Income	11,903
Total Income	661,286
Total Income	661,286
Expenses	
Consultancy Fees	2,309
Client Disbursements	
Client Support Services	241
Total Client Disbursements	241
Communications	
Telephone & Internet Charges	6,997
Total Communications	6,997
Depreciation	
Depreciation Plant & Equipment	3,228
Total Depreciation	3,228
Finance, Audit & Accounting	
Accounting Fees	16,564
Audit Fees	3,300
Bank Charges	344
Total Finance, Audit & Accounting	20,208
Insurance	
Insurance - Associations	797
Insurance - General	2,452
Insurance - Professional Indemnity	810

Income and Expenditure Statement - CLSP

	2018
Insurance - Volunteers	392
Total Insurance	4,451
Leases	
Equipment Hire/Lease	1,188
Total Leases	1,188
Library, Resources & Subscriptions	
Fees & Permits	172
Membership Fees Paid/Subscriptions	6,546
Publications & Info Resources	233
Total Library, Resources & Subscriptions	6,950
Minor Equipment	
Assets < \$500	1,738
Total Minor Equipment	1,738
Office Overheads	
Computer Expenses	6,082
Health & Safety	466
Meeting Expenses	1,810
Postage, Freight & Courier	697
Printing & Stationery	3,272
Staff Amenities	3,396
Sundry Expenses	449
Total Office Overheads	16,171
On Costs	
Increase/(Decrease) Provision for Annual Leave	22,104
Increase/(Decrease) Provision for Long Service Leave	(120)
Workers Compensation	1,784
Total On Costs	23,768
Other Expenses	
Entertainment Costs	114
Total Other Expenses	114
Other Premises Costs	
Cleaning & Pest Control	3,587
Security Expenses	2,948
Utilities	8,980
Total Other Premises Costs	15,514
Programming & Planning	
Advertising & Promotion	74
Board/Governance Expenses	515
Volunteer Costs	206
Total Programming & Planning	795

Income and Expenditure Statement - CLSP

	2018
Recruitment	
Recruitment Expenses	680
Total Recruitment	680
Rent	
Rent	19,431
Total Rent	19,431
Repairs & Maintenance	
Repairs & Maintenance	988
Total Repairs & Maintenance	988
Salaries & Wages	
S & W Govt Parental Leave recoupment	1,112
Salaries & Wages	485,834
Total Salaries & Wages	486,946
Staff Training	
Training & Development	3,807
Total Staff Training	3,807
Superannuation	
Superannuation	43,182
Total Superannuation	43,182
Travel	
Travel & Accommodation	2,580
Total Travel	2,580
Total Expenses	661,286
Profit/(Loss) for the period	-

Income and Expenditure Statement - Traffic Clinic

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2018

	2018
Income	
Donations	16,257
Total Income	16,257
Gross Surplus	16,257
Expenditure	
Communications	
Telephone & Internet Charges	248
Total Communications	248
Depreciation	
Depreciation Plant & Equipment	115
Total Depreciation	115
Finance, Audit & Accounting	
Accounting Fees	585
Total Finance, Audit & Accounting	585
Insurance	
Insurance - General	90
Insurance - Professional Indemnity	30
Total Insurance	120
Library, Resources & Subscriptions	
Membership Fees Paid/Subscriptions	124
Publications & Info Resources	5
Total Library, Resources & Subscriptions	129
Minor Equipment	
Assets < \$500	44
Total Minor Equipment	44
Office Overheads	
Computer Expenses	303
Meeting Expenses	166
Postage, Freight & Courier	17
Printing & Stationery	111
Total Office Overheads	597
On Costs	
Workers Compensation	53
Total On Costs	53
Other Premises Costs	
Cleaning & Pest Control	111

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

Income and Expenditure Statement - Traffic Clinic

	2018
Utilities	327
Total Other Premises Costs	438
Rent	
Rent	850
Total Rent	850
Repairs & Maintenance	
Repairs & Maintenance	58
Total Repairs & Maintenance	58
Salaries & Wages	
Salaries & Wages	11,482
Total Salaries & Wages	11,482
Staff Training	
Training & Development	215
Total Staff Training	215
Superannuation	
Superannuation	1,091
Total Superannuation	1,091
Travel	
Travel & Accommodation	234
Total Travel	234
Total Expenditure	16,259
Profit/(Loss) for Period	(2)

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

Attachment B**Auditor's Certification (from Schedule 5 of Current Agreement)**

Name of Organisation: Wyong/Gosford Community Legal Services Incorporated
Financial Year Period: 01/07/2017 to 30/06/2018

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 Financial Position, a Statement of Comprehensive Income, and Notes to the Financial Statements of the above-mentioned Organisation ('the Organisation'), and, if general purpose reports are provided, a Statement of Cash Flows, for the stated Financial Year Period are:
- i. based on proper accounts and present true and fair view of the Organisation's financial position and financial performance 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 – Legal Aid Commission of NSW & Wyong Gosford Community Legal Services Incorporated – 5 December 2017, a copy of which has been made available to me, in relation to the provision of community legal services.
- (c) The 12 Months CLASS 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 unqualified audit report.

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

AUDITOR DETAILS

Full Name: Acumon Auditing

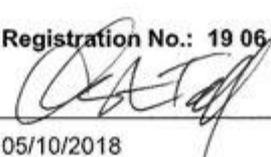
Name of Company (if applicable): _____

ACN or ABN Number: 81 246 167 062

Registered Auditor: // Yes:

Yes **No**

Registration No.: 19 06 31

Signature: 

Date: 05/10/2018