

FY21 ANNUAL REPORT



Special Interest Articles:

- Aboriginal Elders Event
- Birth Certificate Fee Waiver Program
- Case studies

1 Smoking Ceremony by Uncle Kevin (Gavi) Duncan welcoming new Principal Solicitor, Sym'mon Andrews



ACKNOWLEDGEMENT

We would like to acknowledge and pay respect to the traditional custodians of the land, the Darkinyung people. We pay respect to their elders past and present and to their youth, their emerging leaders.

As a Community Legal Centre working toward a fair and just society, with equal access to justice for all, we cannot ignore the discrimination and disadvantage that Aboriginal and Torres Strait Islander people, families and communities have, and continue to face in our legal system. Our work to achieve our vision of a just society must come from a foundation that values and respects the knowledge and teaching forever embedded within the Aboriginal custodianship of this country.

Always remembering that this is Aboriginal land, Always was and Always will be.

Message from the Chair & CEO

In July of 2020 we found ourselves once again standing side by side together as a team, returning to the office following the isolation and distance of working from our own homes because of the COVID-19 Pandemic.

To celebrate our return, we spent a beautiful day together on Darkinjung Country and some of its special places of cultural significance. Our tour guide was BJ Duncan, our Aboriginal Access Worker (Acting) and Children's Court Assistance Scheme Worker, BJ has lived on Darkinjung country for over 50 years. BJ's generous sharing of his knowledge gave us the opportunity to connect with country and with one another.

We welcomed back Bobbi Murray, our Aboriginal Access Worker, introducing us to her 2nd daughter, Georgia. Bobbi returning to her role after parental leave having had her child amid COVID restrictions. Bobbi supporting our Aboriginal and Torres Strait islander clients through difficult legal challenges and coordinating events to ensure our work with Aboriginal community is culturally safe. We hear more of Bobbi's great work in her report.

The office we returned was a very different space, one that had to accommodate the on-going requirements to ensure that we could operate in a COVID safe way, for staff, clients, and visitors. Offices and furniture re-arranged, temperature checks for all and hand sanitiser on every surface!

One of the most notable changes was the need for the Centre to drastically reduce the number of legal volunteers, volunteers who play a crucial role in our legal services. We went from a total of 23 volunteers on our roster to just 4.

The other big change for our team was the reduction in our face-to-face work with some of our most vulnerable clients, many of our Outreach partners having to close their doors and limit the number of visitors to their premises to ensure safety.

We also said goodbye to our Principal Solicitor, Ryan Flippence, in October and our Management Committee Chair, Giles Finney, in November, both having made a significant impact on the work of Central Coast CLC. Ryan having started as a Practical Legal Training student in 2015 and Giles joining our committee in 2014. I thank them both for all their contributions. I (Steve Mannall) was appointed Chair, I have served on our Management Committee since 2016 and I bring an in-depth knowledge of the justice system.

However, times of change can bring out the best, and our team rose to the challenge to continue to provide the best service to our community, embracing new technologies and adapting their work. We attended many interagency and stakeholder meetings via ZOOM and face to face interviews were rare, with lawyers providing much needed legal information and advice by phone appointments.



Figure 2 BJ Duncan explaining cultural significance @ Bulgandry

Health harming effects of unmet legal need

Access to justice research over two decades has documented the health-harming effects of unmet legal needs. At Central Coast Community Legal Centre, we continue make a significant contribution to the health and well-being of those living and working on the NSW Central Coast by providing free legal assistance services and access to justice.

Figure 3 The team @ Bulgandry



We saw the appointment of Senior Solicitor, Sym'mon Andrews, to the role of Principal, Sym'mon quickly embracing the position and guiding the team through the new workplace "normal" and providing strong leadership throughout the year, enabling the team to achieve great outcomes for our clients.

In February we welcomed Ken Beilby as Senior Solicitor, Ken is an experienced CLC Solicitor who relocated from Lismore to join our team, Ken has been a welcome addition to our Senior Staff.

In November we welcomed local member for Wyong, David Harris MP, Shadow Minister for Aboriginal Affairs and Treaty, Shadow Minister for Jobs, Investment and Tourism, and Shadow Minister for the Central Coast. David acknowledging the work of our Centre in parliament. David has long been a friend and supporter of our Centre and we valued opportunity to discuss our work.

Our outcomes are discussed by our Principal Solicitor in their report, but we should like to thank our Management Committee members, our volunteers, community partners and our team for their resilience, flexibility, and continued commitment to our Centre

4 Deborah Macmillan CEO, David Harris MP



5 Stephen Mannall - Chair



Our Team

BIGAN MOB

BOARD MEMBERS
 Giles Finney
 Steve Mannall
 Gerard Andrews
 Sidonie Shaw
 Amber Gunn
 Hilary van Haren
 Samantha McKensey

FY21 STAFF
 Deborah Macmillan
 Ryan Flippence
 Rae Fiechter
 Sym'mon Andrews
 Ken Beilby
 Bradley Williams
 Mark Jongebloed
 Ben Nicholson
 Sarah Etherington
 Bobbi Murray
 Vicki Scholte
 Felicity Sando
 Tom Hindsford
 Barry (BJ) Duncan
 Kym George

LEGAL VOLUNTEERS
 Sarah Etherington
 Natalie Ashbrook
 Samantha Murrell
 Carl Smith
 Jessica Maree
 Krystal Johnson
 April Small
 Daniel Graham
 Tom Meagher
 Thomas Boyes
 Emma Forrest
 Lambrós Zeliós
 Philip Abadee

ADMIN VOLUNTEERS
 Virginia Bowen
 Jenny Watt
 Michael O'Beirne
 Libin Antony

Funding from the Australian Government, NSW Government and the Public Purpose Fund through the Community Legal Centres Program administered by Legal Aid NSW

Providing access to quality, free legal services

2020/2021 marked an unprecedented year for the staff at the Central Coast CLC as the Centre continued to navigate its way through the impacts of the global pandemic. Notably, COVID-19 brought some significant changes to the way we provide legal services including changing our triage system, moving towards mostly paperless records and remote working and remote supervision.

Our dedicated staff integrated back to the office early July following the first lockdown and we welcomed back our highly committed volunteers. Despite ongoing restrictions and significantly reduced numbers due to space all our volunteers and staff both legal and admin, continued to provide thousands of services to our community. This included **12,015** referrals and/or information, **1620** legal services (not including duty lawyer services), **29** community legal education activities and we participated in **6** law reform projects.

Of importance, our team continued to make it a priority to put our legal resources into supporting our local Aboriginal and Torres Strait Islander communities. Our staff participated in reforms and dialogues to ensure Local Aboriginal organisations can propel a Regional Voice in response to the Family is Culture report and the constitutional enshrinement of a National Voice to Parliament. The NSW Central Coast is the home to one of Australia's

largest and growing nations for Aboriginal and Torres Strait Islander peoples, therefore our commitment to such reforms is unwavering.

Due to the challenges of the pandemic our outreaches were either limited or non-operational. However, with minor adjustments our Local Court duty clinics at Gosford Local Court and Wyong Local Court were able to remain operational for the most part of the year. We continued to work collaboratively with the Court and Domestic Violence stakeholders at Wyong Local Court and Gosford Local Court on AVO list days to bring about workable and achievable ADVOs. We also continued our Traffic Clinic at Wyong Local Court. Our team provided **666** duty lawyer services for the financial year.

We continued our cooperative pro bono legal advice services with Gilbert & Tobin and Brazel Moore and we are grateful for the services they continue to provide to our Centre and community. We continued to work closely with other pro bono providers in other areas in the Centre.

At the end of October 2020, we were saddened to say goodbye to our dedicated Principal Solicitor Ryan Flippence. Senior Solicitor, Sym'mon Andrews, was appointed to the role of Principal Solicitor. We welcomed our new Senior Solicitor Ken Beilby in February 2021. Ken came to the team with a wealth of legal experience in the CLC sector from Northern Rivers.

Sym'mon and Ken continued to work together throughout the year to support the Legal Team in their achievements.

Of course, it is only possible due to the relentless commitment of our Executive Officer, Administration Manager, staff, volunteers, Management Committee and pro bono and community partners.

As always, we thank you!

Sym'mon Andrews
Principal Solicitor



Financial Performance

Objectives

Central Coast Community Legal Centre is a nonprofit, 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, principal 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 principal 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 2021. The results can be summarised as follows:

	2021	2020
Operating Surplus/(Deficit)	66,809	58,291
Net Assets	230,337	163,528

The reported surplus of \$66,809 is the result of completed and ongoing programs utilising their funding received and the COVID-19 \$50,000 ATO Cashflow Boost. All programs either reported a small deficit or completely expended funding. Detailed reports for each project are contained within the financial reports.

Cash flow increased by \$210,047 a reflection of the surplus generated during the year and prepaid funding received in advance. Our cash position and liquidity remain strong with \$659,682 available to meet operational expenditure & provisions. The Centre's net assets on 30 June 2021 is \$230,337 up by \$66,809 on last year's results.

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.

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Future Developments

The outlook for 2022 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 2022. Funding includes Generalists' Services, Children's Court Assistance Scheme, Co-operative Legal Services Delivery Program, Homeless Program, Care Partners Program, Aboriginal Access Worker Program, and the Traffic Law List Program.

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.

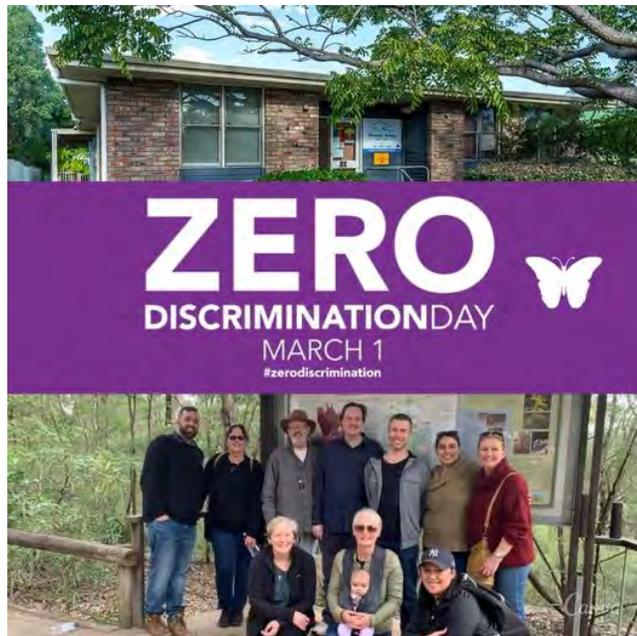
Staff & Volunteers

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 and independence of the legal centre during 2022.



Gerard Andrews *B. Bus*
Chartered Accountant
Treasurer

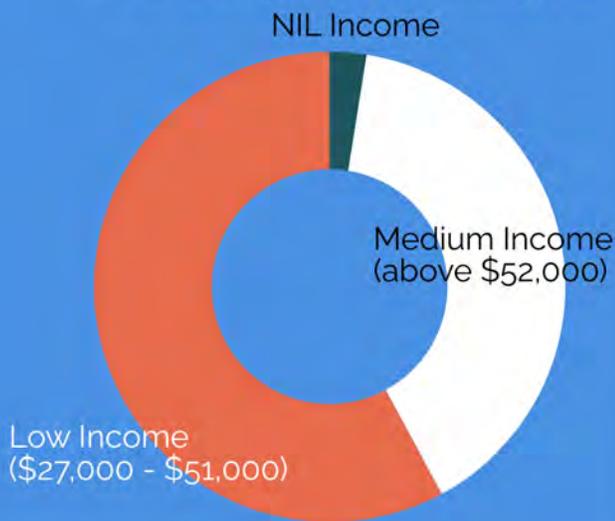


FY21 SNAPSHOT

Many of our clients are **DISADVANTAGED**

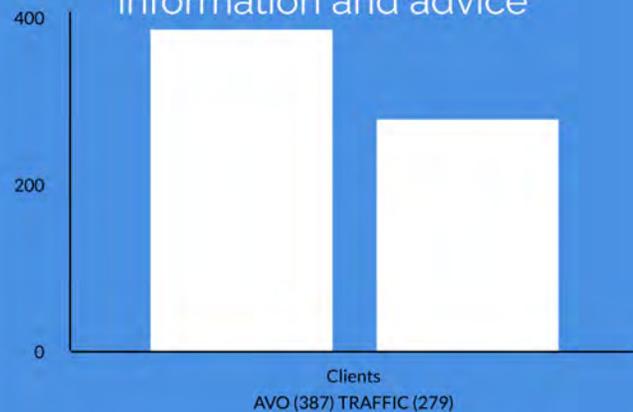
33.72% live with a **disability**
 39.26% experience **domestic violence**
 3.28% are **homeless** or at risk of **homelessness**
 14.37% identify as **Aboriginal** and/or **Torres Strait Islander**

96.71% of our clients are financially disadvantaged



Court Clinics

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

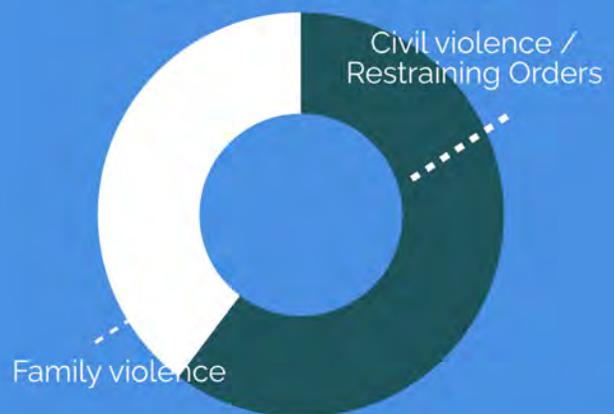


We ran free legal education sessions for community workers on hot legal topics including:

- Apprehended Violence Orders
- Employment
- Aboriginal People and the Law
- Subpoenas

PLUS we attended 48 Stakeholder Engagement activities

39.26% of our clients' problems are related to violence



We helped 583 young people and 410 of their family/carers through the Children's Court Assistance Scheme.

COVID19 Identified Services

There were 343 legal services provided that directly related to COVID19.

Problem types included:

- Consumer issues
- Credit & Debt
- Domestic & Family Violence
- Employment
- Housing
- Parenting Arrangements
- Traffic Offences

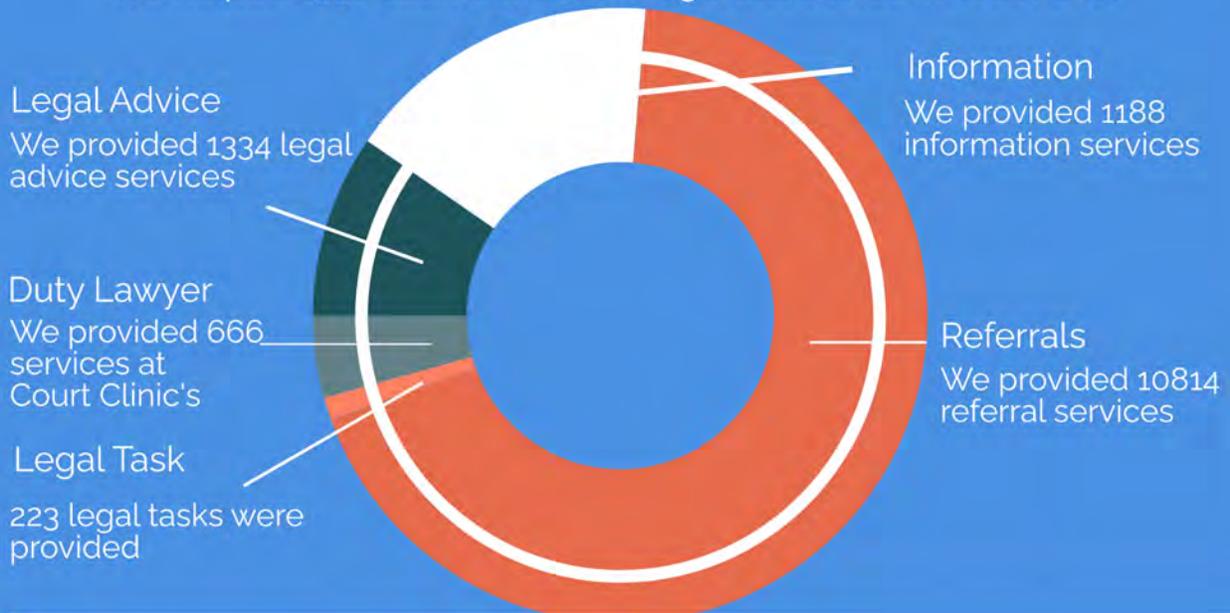
676 related Referrals



- Civil Law (61.39%)
- Criminal Law (18.05%)
- Family Law (20.56%)

Our Services

We helped 1551 Clients with free legal assistance in 2020/2021



Our solicitors provided ADVICE on:

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

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

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

Supporting Young People

6 Award recipients at 25th anniversary luncheon

In FY2021 the Acting Children's Court Assistance Scheme coordinator BJ Duncan continued to deliver services across three Courts, Broadmeadow, Wyong and Woy Woy. BJ provided much needed support to **583** young people attending the Children's Court on criminal matters despite the suspension

of the Court during the pandemic lockdown period. There were **235** support staff and stakeholders assisted during this time.

The program celebrated its 25th Anniversary with a lunch hosted by the Attorney General at NSW Parliament House in December. CCCLC original CCAS worker Tracey Young also attended.



Identifying Unmet Legal Need

Tom Hinds coordinated the Regional Cooperative Legal Services Delivery Program.

The program continues to bring together legal and non-legal service providers in the region identifying unmet legal need and potential solutions.

This year the program has included in partnership with Legal

Aid Domestic Violence Unit and Women's Domestic Violence Court Assistance Scheme (WDVCAS) the Cut It Out initiative for hairdressers.

This program encompassed issues of responding to disclosures of family and domestic violence and how best to support a client who discloses family violence

including referrals and self-care for the client and the hairdresser and was well received by those who attended.



Relevant and Accessible Legal Education

Over the past year due to the COVID-19 Pandemic our CLE team consisting of a CLE Coordinator & a dedicated Solicitor converted our very popular Talking Law workshops from face to face to online delivery.

We have also delivered responsive CLE to vulnerable groups in the community including Aboriginal youth groups, University & TAFE

students, and Men's & Women's Rehabilitation centres –The Glen & Kamira.

Topics delivered included:

Family Law/Care & Protection
Aboriginal People and the Law
Subpoenas
Traffic Law
Employment Law
Tenancy
Need an AVO?
Legal Health Check

We attended the Central Coast Youth Employment Expo which gave us the opportunity to converse with young people whilst networking with other stakeholders to present CLE's for their staff in the future.

Vicki Scholte CLE Coordinator



Working with Aboriginal Community

Like many of our programs our work with community was impacted by the on-going COVID restrictions. With our continued commitment to working closely with our Aboriginal community and partners on beautiful Darkinjung land our team made sure we rose to the challenge and adapted. We have a commitment to work alongside community, listening to community, developing responses in partnership with our community partners.

Our Aboriginal Access program continued to support community members and organisations to ensure that the Centre provided a culturally safe environment. Our workers working closely with staff and our community partners to identify gaps in service and respond to need.

We worked alongside community to provide a Central Coast CLC submission on the Family Is Culture Report by Professor Meagan Davis (2019), a report listing recommendations to ensure that the Out of Home Care system didn't continue to fail Aboriginal children and families. Our community seeing high numbers of Aboriginal children in the system and a community frustrated with the NSW Government response to the report.

We continue to work closely to support community and provide accessible and culturally safe legal services for families on the Coast.

Throughout the year our Aboriginal Access team of Bobbi Murray and BJ Duncan steered community advocacy and the call to have an Aboriginal Community Liaison Officer (ACLO) assigned to the Coast. A role that could have a positive impact on the relationship between community and Police, giving a voice to issues experienced by Aboriginal people and the justice system.

The Centre staff continue to highlight the importance of this role on the Coast, particularly with its' youth.

Many community members continued to experience social isolation and our Aboriginal Access Team were particularly concerned about the Elders living on Darkinjung Country, so in May we held a 2-day event to celebrate and care for our community's Elders.

Our Centre worked in close partnership with Yerin, Eleanor Duncan Aboriginal Health Service, Barang Regional Alliance, Gudjagang Ngarra Li Dhi and Legal Aid NSW Gosford to host this event. The event saw a day out on beautiful Darkinjung Country, with tour guide Gavi Duncan from our Local Aboriginal Land Council followed by a wonderful evening of karaoke and dinner.

The Elders and guests sang and danced for hours, and we hope that next year we can host another event to celebrate these amazing community members.



Birth Certificate Fee Waiver Program

In partnership with the NSW Registry of Births Deaths and Marriages, our Centre was able to offer a Birth Certificate Fee Waiver program for vulnerable clients of Central Coast support agencies including The Glen, Catholic Care, Uniting, Regional Youth Support, Wesley Mission, Salvation Army, Coast Shelter refuges Elandra, Maya and Kara and high school support officers.

This valuable program allowed us to assist 98 men, women and children access a free birth certificate.

Whether fleeing domestic violence, family breakdown or rebuilding their lives though attending rehabilitation, without a birth certificate, these clients were unable to access services such as Centrelink, Housing, early learning, and school registration and obtaining a drivers licence.

We acknowledge the work of the NSW Registry in partnering with our Centre to offer this amazing service to assist the most vulnerable on the Coast.

Coordinated by Bobbi Murray and Vicki Scholte

Really appreciated your assistance. You have been a star to deal with.

(CatholicCare)

Thanks a million for helping support our vulnerable students at Narara with their birth certificates. Your time and patience are much appreciated

(Student Support – Narara High)



8 NAIDOC event at GNL



7 Staff, Volunteers and Guests @ Principal Solicitor welcome



We are a teaching practice

My role at the Central Coast Community Legal Centre started with an application to be a legal volunteer to complete my practical legal training, I chose the legal centre as I really wanted to gain an overall experience of the legal system in action.

The legal centre provides advice in many areas of law from criminal, family, debt, and consumer to tenancy issues.

As an intake officer you are given many opportunities such as, shadowing a solicitor at court for duty clinic, interacting with clients, undertaking research, learning filing procedures and assisting in legal tasks.

Within this role I have really been able to see first-hand the work a community legal centre provides.

It provides an access to justice for those in the community who are often the most vulnerable. It really allows me to develop my skills and have a sense of achievement when a client calls to pass on a small victory they have experienced.

Natalie Ashbrook PLT

I have been volunteering with the Central Coast Community Legal Centre since March 2020 and certainly over the past year have seen great changes in how we operate.

I have volunteered at the Centre as a way of putting my legal skills to use for the community all the while developing them as per the community's needs.

I have always found it a rewarding experience being able to work alongside the staff at the Centre to help the community.

It has also been wonderful to part of such a fluid organisation that has been able to adapt to the recent lockdowns with relative ease.

This allowed me to continue volunteering despite being stuck at home. With the continual meetings and morning huddles I am not simply stuck at home dealing with clients on the phone by myself.

I still feel connected to the Centre and continually feel their support.

I am proud to have called myself a volunteer of the Central Coast Community Legal Centre.

Samantha Murrell PLT

"I have really enjoyed my time at the legal centre and am looking forward to enjoying my next chapter now my training has been completed and extending my experience and knowledge as a volunteer solicitor, with the help from my colleagues who have been an invaluable resource."

Natalie Ashbrook

"Particularly over the past year we volunteers have been included more and more in the Centre and its activities. The staff continually check in to ensure we are feeling useful and stimulated."

Joining more training opportunities and meetings has helped us feel more a part of the Centre than before."

Samantha Murrell



Case Study – Quash Declaration

Betty is a mother on a Jobseeker payment from Centrelink. She has found it difficult to seek gainful employment or attend TAFE courses without a driver license.

Betty cannot drive or even apply to get a license as she has been labelled a habitual traffic offender. This is affecting her ability to work and take care of her child. When Betty was younger, she was convicted of three or more serious driving offences, so the Court declared Betty a habitual traffic offender for 15 years.

The habitual traffic offender scheme has now been abolished.

Central Coast CLC agreed to assist Betty, filing an application to the Local Court for quashing her declaration as a habitual traffic offender and represented Betty at court.

The Local Court agreed and quashed Betty's habitual traffic offender declaration. She is now free to obtain her licence again.

Betty was extremely grateful for the help the Centre offered her.



Case Study – Bond Refund

Lisa has been living in a rental property for over 6 years and recently moved out. Lisa's landlord would not refund her bond as they said damage was caused to the property.

At the end of the tenancy, Lisa had the carpets professionally cleaned and had photo evidence of no damage to the property. The landlord argued that there was damage to the property.

Lisa applied to NCAT for a refund of the bond, but because the landlord lived outside of NSW then NCAT

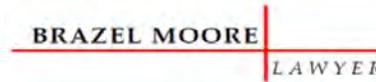
could not decide on her matter. The Central Coast CLC gave advice and agreed to represent Lisa by filing in the Local Court. As a result, the landlord agreed to pay the full bond back to Lisa.

This amount was paid to Lisa and the application to the Local Court was vacated.

Had we not assisted Lisa, she would not have had her bond returned as she would not have been able to pursue the matter through the Local Court.



Our pro-bono partners:



Louise Macdonald
Private Solicitor



Our Outreach partners:



CCCLC DETAILS

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INSTAGRAM: [cclc_nsw](https://instagram.com/cclc_nsw)

Annual Financial Report

Wyong/Gosford Community Legal Services Inc

ABN 42 476 745 942

For the year ended 30 June 2021

Contents

3	Consolidated Income and Expenditure Statement
5	Movements in Equity
6	Assets and Liabilities Statement
8	Notes to the Financial Statements
10	Committee Statement
12	Audit Independence Declaration Under Section 370C of the Corporations Act 2001
13	Independent Auditor's Report
15	Income and Expenditure Statement - Care Partner
16	Income and Expenditure Statement - CCAS
18	Income and Expenditure Statement - CCCLC
19	Income and Expenditure Statement - CLSD
20	Income and Expenditure Statement - CLSP
23	Income and Expenditure Statement - COVID DFV
24	Income and Expenditure Statement - COVID Frontline
25	Income and Expenditure Statement - Cut it Out

Consolidated Income and Expenditure Statement

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

	2021	2020
Income		
Cash Flow Boost Cost Recovery	50,000	50,000
Contributions	6,500	-
Donations	1,500	-
Grants - Commonwealth, Recurrent	522,981	515,177
Grants - Other	26,924	11,001
Grants - State, Recurrent	370,736	380,435
Grants C'wealth Non-Recurrent	73,776	-
Grants, State - Non-Recurrent	58,075	30,830
Interest	3,981	4,393
Membership fees	15	11
Recoupments	2,997	(205)
Total Income	1,117,484	991,642
Total Income	1,117,484	991,642
Expenses		
Accounting Fees	25,750	25,750
Advertising & Promotion	7,050	500
Assets Immediately Written Off	20,836	1,030
Audit Fees	3,670	3,600
Bad Debts	264	-
Bank Charges	194	182
Board/Governance Expenses	-	8
Cleaning & Pest Control	3,799	3,341
Client Support Services	2,070	988
Computer Expenses	2,476	3,126
Consultancy Fees	-	700
Depreciation Plant & Equipment	4,324	3,325
Employment Support & Supervision	1,853	-
Equipment Hire/Lease	1,320	1,210
Fees & Permits	473	80
Health & Safety	480	1,360
Increase/(Decrease) Provision for Annual Leave	1,259	26,886
Increase/(Decrease) Provision for Long Service Leave	5,880	(663)
Insurance - Associations	793	456
Insurance - General	3,155	3,174
Insurance - Professional Indemnity	985	632
Insurance - Volunteers	436	438
Meeting Expenses	815	612
Membership Fees Paid/Subscriptions	8,025	8,193
Postage, Freight & Courier	417	558

Consolidated Income and Expenditure Statement

	2021	2020
Printing & Stationery	2,143	2,782
Publications & Info Resources	550	384
Recruitment Expenses	1,330	-
Rent	23,768	17,826
Repairs & Maintenance	3,891	1,353
Salaries & Wages	823,837	737,763
Security Expenses	381	525
Staff Amenities	1,107	842
Superannuation	75,407	67,478
Telephone & Internet Charges	11,031	9,184
Training & Development	2,388	2,669
Travel & Accommodation	1,246	3,845
Utilities	4,698	(16)
Workers Compensation	2,840	3,231
Total Expenses	1,050,939	933,351
Profit/(Loss) for the period	66,545	58,291

Movements in Equity

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2021

	2021	2020
Equity		
Opening Balance	163,528	105,237
Increases		
Profit for the Period	66,545	58,291
Total Increases	66,545	58,291
Total Equity	230,073	163,528

Assets and Liabilities Statement

Wyong/Gosford Community Legal Services Inc

As at 30 June 2021

30 JUN 2021

30 JUN 2020

Assets

Current Assets

Cash and Cash Equivalents

Bendigo Bank Term Deposit 1 Acc135248383	98,494	97,219
Bendigo Bank Term Deposit 2 Acc135248565	191,126	188,420
Bendigo Debit Card, N Arrage	3,258	2,453
Bendigo, Operating account	366,305	161,042
Petty Cash	500	500
Total Cash and Cash Equivalents	659,682	449,635

Trade and Other Receivables

Accounts Receivable	1,789	-
Clearing Account	800	200
Other Debtors	-	264
Prepayments	8,824	3,731
GST	-	2,386
Total Trade and Other Receivables	11,413	6,581

Total Current Assets

671,096 **456,215**

Non-Current Assets

Property, plant and equipment

Computer Equipment

Computer Equipment at cost	35,605	34,151
Accumulated Depreciation of Computer Equipment	(28,747)	(24,893)
Total Computer Equipment	6,858	9,258

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	9,952	8,202
Accumulated Depreciation of Office Furniture & Fittings	(5,525)	(5,055)
Total Office Furniture & Fittings	4,427	3,148

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

11,286 **12,406**

Total Non-Current Assets

11,286 **12,406**

Total Assets

682,381 **468,621**

Liabilities**Current Liabilities****Financial Liabilities**

Grants Received in Advance	219,096	84,945
Total Financial Liabilities	219,096	84,945

Provisions

Provision for Annual Leave	87,008	85,748
Provision for Furniture and P & E Replacement	17,100	17,100
Provision for Long Service Leave	5,454	-
Provision for Maternity Leave	15,000	15,000
Provision for Staff Training	6,055	6,055
Total Provisions	130,617	123,904

Trade and Other Payables

Accounts Payable	-	2,564
Accrued Expenses	7,184	33,587
Centrelink PPL	-	6,369
GST	25,491	-
PAYG Withholding Payable	24,819	12,838
Superannuation Payable	8,986	5,197
Total Trade and Other Payables	66,481	60,555

Total Current Liabilities

416,194	269,404
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Non-Current Liabilities**Provisions**

Provision for Long Service Leave	36,114	35,689
Total Provisions	36,114	35,689

Total Non-Current Liabilities

36,114	35,689
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Total Liabilities

452,308	305,093
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Net Assets

230,073	163,528
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Equity

Retained Earnings	230,073	163,528
Total Equity	230,073	163,528

Notes to the Financial Statements

Wyong/Gosford Community Legal Services Inc For the year ended 30 June 2021

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.

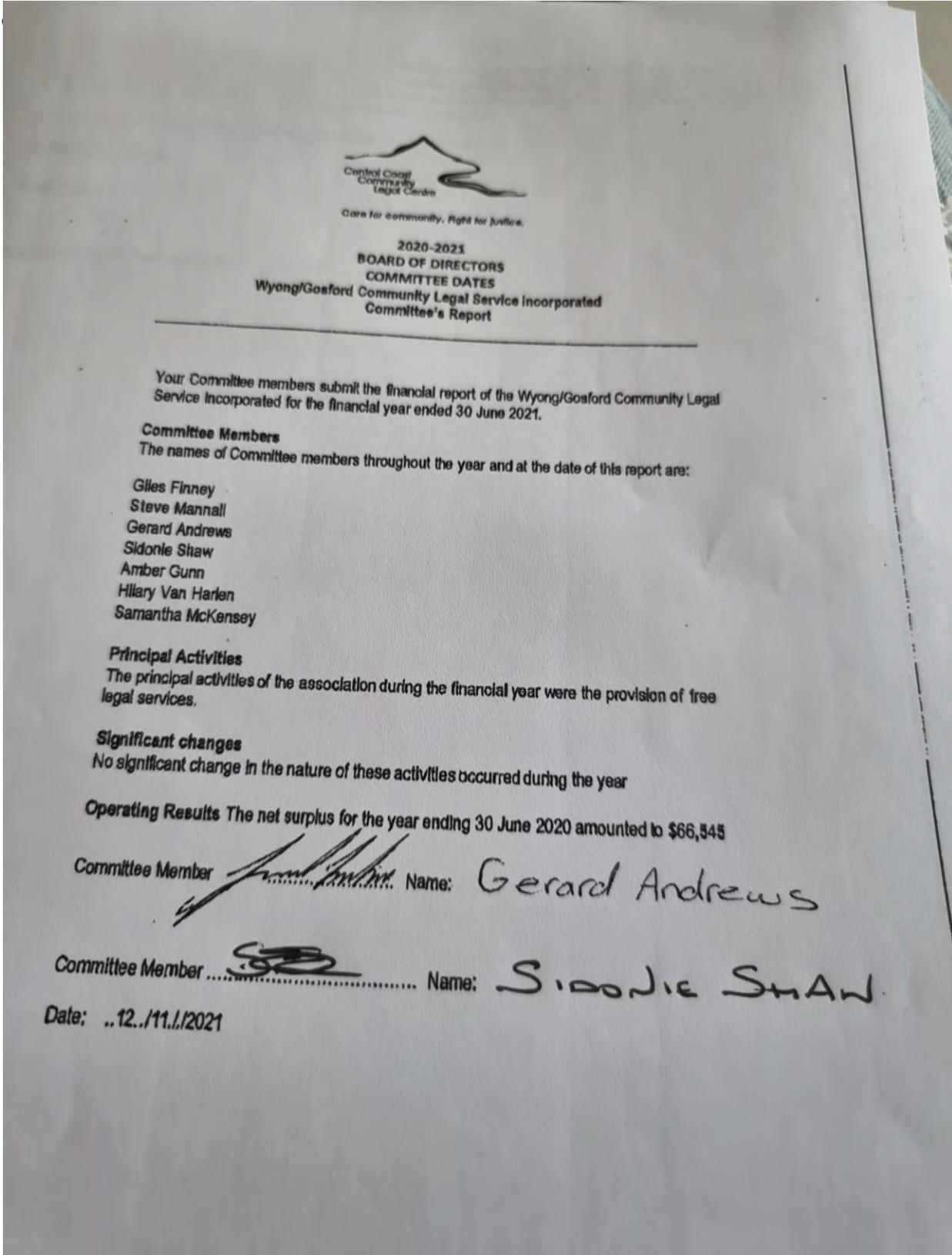
Grants

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.

Committee Statement

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2021



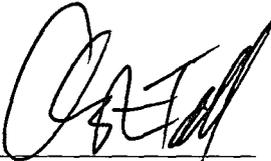
MANAGEMENT COMMITTEE DATE	PRESENT
01/09/2020 Via ZOOM	Steve Mannall Gerard Andrews Sidonie Shaw Amber Gunn
20/10/2020	Gikes Finney SteveMannall Gerard Andrews
17/11/2020 AGM	Steve Mannall Gerard Andrews Amber Gunn Hilary Van Harlen
09/02/2021	Steve Mannall Sidonie Shaw Amber Gunn Hilary Van Harlen
13/04/2021	Steve Mannall Gerard Andrews Sidonie Shaw Amber Gunn, Hilary Van Harlen Sam McKensey
22/06/2021	Steve Mannall Gerard Andrews Sidonie Shaw Hilary Van Harlen Sam Mckensey

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

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2021

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2021 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:

Address: Suite 2, Unit 7 19 Mitchell Drive
GREEN HILLS NSW 2323

Independent Auditor's Report

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

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 2021, 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 2021 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 9th day of November 2021

Income and Expenditure Statement - Care Partner

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

	2021	2020
Income		
Grants - State, Recurrent	-	9,975
Total Income	-	9,975
Total Income		
	-	9,975
Expenses		
On Costs		
Increase/(Decrease) Provision for Annual Leave	-	13
Workers Compensation	-	33
Total On Costs	-	46
Salaries & Wages		
Salaries & Wages	-	9,069
Total Salaries & Wages	-	9,069
Superannuation		
Superannuation	-	860
Total Superannuation	-	860
Total Expenses	-	9,975
Profit/(Loss) for the period	-	-

Income and Expenditure Statement - CCAS

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2021

	2021	2020
Income		
Grants - State, Recurrent	-	85,145
Total Income	-	85,145
Total Income		
	-	85,145
Expenses		
Communications		
Telephone & Internet Charges	-	913
Total Communications	-	913
Depreciation		
Depreciation Plant & Equipment	-	332
Total Depreciation	-	332
Finance, Audit & Accounting		
Accounting Fees	-	2,575
Audit Fees	-	360
Total Finance, Audit & Accounting	-	2,935
Insurance		
Insurance - Associations	-	46
Insurance - General	-	317
Insurance - Professional Indemnity	-	63
Insurance - Volunteers	-	44
Total Insurance	-	470
Leases		
Equipment Hire/Lease	-	110
Total Leases	-	110
Library, Resources & Subscriptions		
Membership Fees Paid/Subscriptions	-	528
Publications & Info Resources	-	36
Total Library, Resources & Subscriptions	-	564
Minor Equipment		
Assets Immediately Written Off	-	38
Total Minor Equipment	-	38
Office Overheads		
Computer Expenses	-	313
Health & Safety	-	119
Meeting Expenses	-	11
Postage, Freight & Courier	-	55
Printing & Stationery	-	260

	2021	2020
Staff Amenities	-	45
Total Office Overheads	-	803
On Costs		
Increase/(Decrease) Provision for Annual Leave	-	2,255
Workers Compensation	-	323
Total On Costs	-	2,578
Other Premises Costs		
Cleaning & Pest Control	-	333
Security Expenses	-	53
Utilities	-	428
Total Other Premises Costs	-	813
Programming & Planning		
Advertising & Promotion	-	50
Consultancy Fees	-	70
Total Programming & Planning	-	120
Rent		
Rent	-	1,783
Total Rent	-	1,783
Repairs & Maintenance		
Repairs & Maintenance	-	134
Total Repairs & Maintenance	-	134
Salaries & Wages		
Salaries & Wages	-	44,290
Total Salaries & Wages	-	44,290
Superannuation		
Superannuation	-	3,772
Total Superannuation	-	3,772
Travel		
Travel & Accommodation	-	3
Total Travel	-	3
Total Expenses	-	59,658
Profit/(Loss) for the period	-	25,487

Income and Expenditure Statement - CCCLC

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

	2021	2020
Income		
Contributions	6,500	-
Donations	1,500	-
Grants - Other	-	3,050
Grants C'wealth Non-Recurrent	18,000	-
Grants, State - Non-Recurrent	6,440	2,830
Interest	3,981	4,216
Membership fees	15	11
Recoupments	2,997	(369)
Cash Flow Boost Cost Recovery	50,000	50,000
Total Income	89,432	59,738
Total Income	89,432	59,738
Expenses		
Advertising & Promotion	6,781	-
Assets Immediately Written Off	14,561	-
Bank Charges	-	-
Repairs & Maintenance	1,280	-
Travel & Accommodation	-	1,447
Bad Debts	264	-
Total Expenses	22,887	1,447
Profit/(Loss) for the period	66,545	58,291

Income and Expenditure Statement - CLSD

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

	2021	2020
Income		
Grants, State - Non-Recurrent	28,000	28,000
Total Income	28,000	28,000
Total Income		
	28,000	28,000
Expenses		
Library, Resources & Subscriptions		
Membership Fees Paid/Subscriptions	-	10
Total Library, Resources & Subscriptions	-	10
Office Overheads		
Meeting Expenses	-	81
Total Office Overheads	-	81
On Costs		
Increase/(Decrease) Provision for Annual Leave	(1,734)	2,305
Workers Compensation	-	171
Total On Costs	(1,734)	2,476
Salaries & Wages		
Salaries & Wages	26,344	22,887
Total Salaries & Wages	26,344	22,887
Superannuation		
Superannuation	2,503	2,139
Total Superannuation	2,503	2,139
Travel		
Travel & Accommodation	887	406
Total Travel	887	406
Total Expenses	28,000	28,000
Profit/(Loss) for the period	-	-

Income and Expenditure Statement - CLSP

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

	2021	2020
Income		
CLSP Income - Commonwealth		
Grants - Commonwealth, Recurrent	522,981	515,177
Total CLSP Income - Commonwealth	522,981	515,177
CLSP Income - State		
Grants - State, Recurrent	370,736	285,315
Total CLSP Income - State	370,736	285,315
Other Income		
Grants - Other	26,924	7,951
Recoupments	-	164
Total Other Income	26,924	8,115
Services Generated Income		
Interest	-	177
Total Services Generated Income	-	177
Total Income	920,641	808,784
Total Income	920,641	808,784
Expenses		
Client Disbursements		
Client Support Services	1,995	988
Total Client Disbursements	1,995	988
Communications		
Telephone & Internet Charges	11,031	8,270
Total Communications	11,031	8,270
Depreciation		
Depreciation Plant & Equipment	4,324	2,993
Total Depreciation	4,324	2,993
Finance, Audit & Accounting		
Accounting Fees	25,750	23,175
Audit Fees	3,670	3,240
Bank Charges	194	182
Total Finance, Audit & Accounting	29,614	26,597
Insurance		
Insurance - Associations	793	410
Insurance - General	3,155	2,857
Insurance - Professional Indemnity	985	569
Insurance - Volunteers	436	394
Total Insurance	5,369	4,230

	2021	2020
Leases		
Equipment Hire/Lease	1,320	1,100
Total Leases	1,320	1,100
Library, Resources & Subscriptions		
Fees & Permits	393	80
Membership Fees Paid/Subscriptions	8,025	7,655
Publications & Info Resources	550	347
Total Library, Resources & Subscriptions	8,968	8,082
Minor Equipment		
Assets Immediately Written Off	1,658	992
Total Minor Equipment	1,658	992
Office Overheads		
Computer Expenses	2,476	2,814
Health & Safety	480	1,241
Meeting Expenses	815	520
Postage, Freight & Courier	417	503
Printing & Stationery	2,085	2,521
Staff Amenities	1,107	797
Total Office Overheads	7,379	8,396
On Costs		
Increase/(Decrease) Provision for Annual Leave	286	22,313
Increase/(Decrease) Provision for Long Service Leave	5,880	(663)
Workers Compensation	2,840	2,703
Total On Costs	9,006	24,353
Other Premises Costs		
Cleaning & Pest Control	3,799	3,009
Security Expenses	381	473
Utilities	4,698	(444)
Total Other Premises Costs	8,879	3,037
Programming & Planning		
Advertising & Promotion	269	450
Board/Governance Expenses	-	8
Consultancy Fees	-	630
Total Programming & Planning	269	1,088
Recruitment		
Recruitment Expenses	1,330	-
Total Recruitment	1,330	-
Rent		
Rent	23,768	16,043
Total Rent	23,768	16,043
Repairs & Maintenance		

Income and Expenditure Statement - CLSP

	2021	2020
Repairs & Maintenance	2,611	1,219
Total Repairs & Maintenance	2,611	1,219
Salaries & Wages		
Salaries & Wages	731,719	661,516
Total Salaries & Wages	731,719	661,516
Staff Training		
Employment Support & Supervision	1,853	-
Training & Development	2,388	2,669
Total Staff Training	4,240	2,669
Superannuation		
Superannuation	66,804	60,707
Total Superannuation	66,804	60,707
Travel		
Travel & Accommodation	359	1,990
Total Travel	359	1,990
Total Expenses	920,641	834,270
Profit/(Loss) for the period	-	(25,487)

Income and Expenditure Statement - COVID DFV

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

	2021	2020
Income		
Grants, State - Non-Recurrent	23,560	-
Total Income	23,560	-
Total Income	23,560	-
Expenses		
Minor Equipment		
Assets Immediately Written Off	3,047	-
Total Minor Equipment	3,047	-
Office Overheads		
Printing & Stationery	58	-
Total Office Overheads	58	-
Salaries & Wages		
Salaries & Wages	18,816	-
Total Salaries & Wages	18,816	-
Superannuation		
Superannuation	1,639	-
Total Superannuation	1,639	-
Total Expenses	23,560	-
Profit/(Loss) for the period	-	-

Income and Expenditure Statement - COVID Frontline

Wyong/Gosford Community Legal Services Inc
For the year ended 30 June 2021

	2021	2020
Income		
Grants C'wealth Non-Recurrent	55,776	-
Total Income	55,776	-
Expenditure		
Library, Resources & Subscriptions		
Fees & Permits	80	-
Total Library, Resources & Subscriptions	80	-
Minor Equipment		
Assets Immediately Written Off	1,570	-
Total Minor Equipment	1,570	-
On Costs		
Increase/(Decrease) Provision for Annual Leave	2,707	-
Total On Costs	2,707	-
Salaries & Wages		
Salaries & Wages	46,958	-
Total Salaries & Wages	46,958	-
Superannuation		
Superannuation	4,461	-
Total Superannuation	4,461	-
Total Expenditure	55,776	-
Current Year Surplus/ (Deficit)	-	-

Income and Expenditure Statement - Cut it Out

Wyong/Gosford Community Legal Services Inc

For the year ended 30 June 2021

	2021	2020
Income		
Grants, State - Non-Recurrent	75	-
Total Income	75	-
Expenditure		
Client Disbursements		
Client Support Services	75	-
Total Client Disbursements	75	-
Total Expenditure	75	-
Current Year Surplus/ (Deficit)	-	-