

2022-2023

ANNUAL REPORT



My Community Legal

G O L D C O A S T



ACKNOWLEDGMENT OF COUNTRY

We acknowledge the original inhabitants of this area, including the Yugambeh people and family groups within, and recognise their connection to the land, waters and resources in the area now known as the Gold Coast. We pay our respects to their Elders past, present and emerging.



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ABOUT MY COMMUNITY LEGAL

My Community Legal Inc. (MCL) is an independent initiative of the local legal profession via its Gold Coast District Law Association Inc. (GCDLA) and many collaborative partners. The other founding partners were the Queensland Law Society (QLS), Gold Coast City Council (GCCC) and Bond University (BU). MCL was formally launched by Sir Anthony Mason KBE at QLS/GCDLA Symposium Gold Coast 2013 and commenced operations in February 2014.

OUR PURPOSE

The purpose of My Community Legal, is to provide safe, reliable, and accessible legal and related services that empower disadvantaged individuals to use the law, legal system, and other support services to protect and advance their rights. MCL also aims to promote ethical practice, professional standards, and acknowledgement of mental health within legal practitioners and student volunteers.

MISSION

- Build a sustainable and inspiring incorporated community legal centre practice.
- Provide a free, responsive and accessible legal service to those who most need it.
- Facilitate the local legal profession to donate *pro bono publico* services.
- Promote holistic legal education of intending future legal practitioners through community volunteering.
- Provide collaboration with and referral to appropriate private legal practitioners and charities to support clients with complex issues.



MY COMMUNITY LEGAL

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Registered CLC

MCL has been a Community Legal Centres Queensland (CLCQ) member since its inception. It is the city's counterpart to the Gold Coast Community Legal Centre (GCCLC). MCL had a two-year start up process before operations commencement.

Accredited CLC

CLCQ is itself a member of Community Legal Centres Australia (CLCA). MCL gained CLCA accreditation in November 2014 and is covered by the national accreditation quality and insurance scheme.

Registered Charity & Deductible Gift Recipient

MCL is a registered charity with the Australian Charities and Not for Profits Commission (ACNC) as; Advancing Social or Public Welfare; and a Public Benevolent Institution. Making it easier to procure private funding and donations, MCL is an Australian Taxation Office (ATO) Deductible Gift Recipient (DGR). All gifts over \$2 are tax deductible.

Law Practice and Incorporated Association

MCL is a law practice under the Legal Profession Act 2007 and an association incorporated by the Associations Incorporation Act 1981 bearing registration number IA41079 and ABN 75 853 350 833.

The Honourable Chief Justice Helen Bowskill

Chief Justice of the Supreme Court of Queensland

- Chief Justice Bowskill is a graduate of Queensland University of Technology – Bachelor of Laws (Honours) (1995). Her Honour was the recipient of the university medal in 1995.
- Chief Justice Bowskill was associate to the Honourable Justice Douglas Drummond, Federal Court of Australia in 1996. In 1998, her Honour was admitted as a barrister of the Supreme Court of Queensland and was later appointed Queen’s Counsel in 2013.
- As a barrister her Honour practised widely in the areas of public, administrative, and commercial law, with a particular focus on native title law. Between 2011 and 2014, Chief Justice Bowskill served as councillor on the Incorporated Council of Law Reporting for the State of Queensland.
- Her Honour was appointed Chief Justice of the Supreme Court of Queensland on 19 March 2022, having previously served as a judge of the Supreme Court of Queensland (2017-2022), Senior Judge Administrator (2021-22), and a judge of the District Court of Queensland, the Childrens Court of Queensland and the Planning and Environment Court of Queensland (2014-17).



2023 BOARD

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Ross Lee

President, Acting Secretary



David Lobbezoo

Vice President



George Pharmacis

Treasurer



Andrew Bell

Board Member, Compliance



Chris Barron

Board Member, Social



Mitch Brown

Board Member, Community
Engagement



2023 BOARD

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Dr Samuli Haatja

Board Member Griffith University,
Engagement



Mandy Shircore

Board Member, Southern Cross
University Engagement



Miranda Podleska

Board Member, Bond University
Engagement



**Uncle Alfred 'Alfie'
Summers**

Board Member, Indigenous
Engagement



2023 OPERATIONS

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Sarah Galvin
Principal Solicitor



Chumani Brookhouse
Gold Coast Coordinator



Azara Englebretch
Southport Coordinator
September - Current



Richard Niu
Southport Coordinator
May-September



PRESIDENT REPORT

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I would like to start by celebrating our 10th year of operations.

Our Mission is simple: One Just Community. Few thought we could do it, but His Honour Chief Justice de Jersey AC (as His Excellency then was) supported us, as early as 3 June 2011:

"I begin by paying tribute to Ross Lee for his two years Presidency of the [Gold Coast District Law] Association. Ross has enthusiastically led the Association through its regular initiatives, the annual seminar – to be graced this year by Michael Kirby, the regular seminar breakfasts and drinks after work, and of course "Ipso Facto" begun some years ago by Ted Skuse. In addition, Ross is I understand spearheading the establishment of a community legal centre on the Coast modelled on the Caxton Legal Centre, which is an excellent prospect. That he secured today the presence of Mr Abedian illustrates his capacity and initiative. I thank Mr Abedian for his inspirational address. It is important for lawyers to be reminded that there is a justice dimension which transcends the law."


Likewise, we and our clients are concerned that State government has not similarly supported us with core funding of a full-time paid principal, coordinator and on-costs. We hope that our results will soon be accepted and core funding given.

Attracting and retaining good volunteers is never easy, even in the nation's sixth largest city. The consequences of response to COVID-19 still affect all volunteering-based not-for-profits, including ours. Some associations have not recovered and closed. But thanks to the tremendous positivity displayed by our volunteers, we are thriving.

I thank our Patron, Her Honour Chief Justice Bowskill for actively championing our pro bono publico objectives. I think it is so important that all judges, magistrates and tribunal members are directly connected with this profession's tradition. The administration of justice in a democracy founded on rule of law, depends on it.

PRESIDENT REPORT

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Apparently I have seen the most clients over the last 12 months, face to face. I'm not quite sure how I managed that. But let me say that it is my pleasure to serve. Not paid, but rather giving up revenue and family time. In the end, that is what keeps me coming back. While I have a UQ degree in Economics and understand the Big Picture, I hope all senior CLC staff are in front of clients regularly, too. There is always a lot of discussion about advocacy but being a good technical practitioner; on our feet, in ADR or in correspondence, keeps us grounded.

From opening in 2014 MCL volunteers have given well over 10,000 advice sessions. You will read many statistics in our annual report but truthfully, I find the joy is in the moment of liberating a fellow human being, face to face. Each client and volunteer are unique and have their own emotional and compelling story.

Thank you to my hard-working board: David Lobbezoo vice president; George Pharmacis treasurer; Chris Barron; Andrew Bell Mitch Brown; Dr Samuli Haataja, Griffith University representative; Associate Professors Jennifer Nielsen and Mandy Shircore, Southern Cross University representative; Miranda Podleska, Bond University representative; Tari Kajese community engagement; and Uncle Alfred Summers, indigenous representative. I would like to thank retiring committee member Jennifer Nielsen. As a fellow CLC founder, her insights have been significant. Special mention to diligent executive assistants: Azara Engelbrecht, Lauren Powell, Mechelle Blue and Varsha Jojo.

Thanks also to our operations team powerhouse headed up by principal Sarah Galvin, and coordinators Chumani Brooks and Richard Niu. There are many, many folks who answer and go far beyond the call of duty. The sheer depth and talent of our operations team must be seen to be believed.

PRESIDENT REPORT

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Our AGM celebrations are indeed hosted this year again, by Southern Cross University. We could not operate without support from our sponsors and other benefactors. To name just a few they include: landlord Gold Coast City Council the St Vincent de Paul Society and university partners Bond, Griffith and Southern Cross. Special thanks to Cr Hermann Vorster, Professors David Heilpern, Nick James and Therese Wilson.

In community engagement, I am pleased to report that our partnerships with the universities and St Vincent de Paul are blossoming. Our volunteers have attended many collaborative meetings with local associations.

Thank you sincerely to Attorney-General D'Ath, local Minister Scanlon and all Gold Coast parliamentarians including Ros Bates and Karen Andrews.

Also, a special thanks to our university partners, St Vincent de Paul and the Frizelle Group. Our revenue derives from law association and law student association fundraising events, corporate, ordinary and associate membership fees and donations from government, other not-for-profits and our own clients. We are still actively supported by the Gold Coast District Law Association (of which we are an independent initiative), Queensland Law Society and the Law Council of Australia. Thank you kindly to Gold Coast District Law Association president Cliff Kroesen and committee. Community Legal Centres Queensland and Australia have been tremendously helpful in helping us navigate the complicated and demanding national accreditation scheme.

Lawyers volunteer time in community endeavours - everywhere. We are sought-after as useful to such organisations. What makes CLCs special is the way we attract like-minded professionals so that the retired and practising lawyers bring on the future ones in collaboration with the community and government. CLCs have a proud tradition to enable giving back by volunteering.

And finally, thank you clients. The legal profession remains at your service, pro bono publico.

Ross Lee, President



OPERATIONS REPORTS

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Our Service

My Community Legal has continued to deliver free legal advice to Gold Coasters who cannot afford legal advice with the strong support of our volunteer practitioners and volunteer student to keep our service running.

Our service delivery has continued to improve and evolve. We have offered more client advice sessions than the previous financial year, and with changes to our phone system and upcoming changes to our technology capability to be delivered with a grant, the future is looking busier. We have continued to have strong numbers of students from our university partners which supports our day to day operations.

Our Team

We have seen a few changes in our Operations Team this period. We farewelled our Coordinator's Dayne Baskerville-Hodge and Charlotte Stubbs, both of whom moved on to progress their legal careers by taking up full time roles in private practice.

Our Southport Coordinator, Chumani Brookhouse, has stepped up to the role of Gold Coast Coordinator. The role of Southport Coordinator was taken up by Richard Nui. Richard has also very recently transitioned to a full time role in private practice. The mantle of Southport Coordinator has been passed to Azara Engelbrecht on an interim basis.

All of our Coordinators go above and beyond for MCL and we are lucky to have them for the time we do. It is bittersweet when they move on, but pleasing to have been able to offer them an opportunity which has assisted them to move onto real life practice. We wish them all well as they progress their legal careers and look forward to having them return as practitioners.

Sarah Galvin, Principal Solicitor



OPERATIONS REPORTS

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General changes

This year the focus has been on refining our Intake Process, telecommunications, technology and clinic development. My Community Legal has recovered operations to pre pandemic standards and client numbers. A lasting affect of the pandemic adaptions was our offering of remote web and phone based advice sessions. This has continued to be offered through Southport and on an as needed basis with Robina. This service has increased our service reach to rural and remote Gold Coast as well as Brisbane and further north.

Telecommunications

With increasing phone enquiries our systems needed to be able to keep up with the workload. Our Telecommunications has received a significant overhaul in the 2022-2023 year. Up until May 2023 our telecommunications have composed of 3 mobile phones; 1 at Southport and 2 at Robina. Including our internet, MCL was with 3 different providers with a working but convoluted system.

We set forth on a mission to transfer over our services to a single provider TPG. Throughout the months we met multiple difficulties, from complex services and communication issues between TPG departments. After 4 months and a considerable amount of time and patience, our new telecommunication system is up and running. Our TPG Bizphone has been running quite well. It allows for remote work, transferring between offices and receipt of voicemails to our Outlook inbox. This will enable Operations not only to take on a higher volume of calls incoming and outgoing, but we can have student's in remote locations taking and making phone calls. This will significantly improve the services we can offer.

Chumani Brookhouse, Gold Coast Coordinator

OPERATIONS REPORTS

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Robina Update

Robina has continued to operate from 5.00pm until 9.30pm throughout the year. We continue to utilise the Robina Community Centre, in facilitating our advice nights. We would like to give thanks to the Gold Coast City Council, who generously continue to provide a 85% discount in hiring fees for our Advice & Waiting Room.

Our Robina Office has been rearranged to encourage a team atmosphere. The new layout has been a great success.

We have been low on some practitioners during 2023, with many volunteers needing to step back due to personal and work commitments. We hope to increase expressions of interest and retention in our volunteers. We have nonetheless maintained a steady provision of services to clients.

Southport Outreach

Our Southport service has maintained our weekly Tuesday appointment sessions.

We continue to offer appointments between 9:00am and 11:00am and 6:00pm to 8:00pm. Due to the availability of a new practitioner, Ray Watanabe, we are able to offer 2 early morning appointments at 8.00am & 8.30am.

In early 2023, our Southport Office had a new second hand Toshiba printer delivered. After being without a printer for over 6 months the Southport Team was glad to have a working printer.

We continue to operate out of the Fredrick Ozanam House and provide our service in person, as well as remote, to increase accessibility.

Chumani Brookhouse, Gold Coast Coordinator
Azara Engelbrecht, Southport Coordinator

Clinic Development

Operations has engaged with Southern Cross University around increasing the number of students who can access a placement with My Community Legal. Both our Principal Solicitor and Coordinator, Chumani Brookhouse, attended a forum at Southern Cross University's Gold Coast campus with other Community Legal centres around the placement of students and we look forward to establishing a structured programme in future which will cater not just to Gold Coast based students, but to students in remote areas as well who might not be able to access a placement in their local area.

Intake Process

Our intake process has continued to evolve over our years of operations. Our Intake Form underwent a significant change during 2021-2022, when we implemented refined DFV focused questions. This year in July our process underwent another overhaul. Our intake is now split into two forms; Part A & Part B. Part A provides enough information to complete our internal process without needing in-depth details regarding the matter. Providing that Part A is passed all checks, Part B is given. This has hastened the process of turning away clients due to ethical obligations, eligibility, and capacity.

Grants and Funding

The Qld Vulnerable Women Grant enabled us to deliver a number of training videos on working with women at risk or experiencing domestic and family violence. MCL was given the unfortunate news that our 2021-2022 QLD Vulnerable Women funding would not be continued in 2023. This was disheartening news as this Grant was the first Legal service specific funding MCL has received. The reasons for not continuing this grant were not specific but we are preparing for the next round of NLAP funding that opens in 2024.

Sarah Galvin, Principle Solicitor
Chumani Brookhouse, Gold Coast Coordinator

PARTNERSHIPS & ENGAGEMENT

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Frizelle Charity Foundation

The Frizelle family visited MCL on 09/02/2023. The purpose of their visit was to see our service in action as well as a discussion regarding service delivery and grants. We were successful in receiving a Grant for Mental Health & Domestic Violence.

St Vincent de Paul Society

St Vincent De Paul's continues to offer sponsorship and support. Our office space in the Frederic Ozanam House, continues to be a vital component of ensuring our Southport service continues.

University Partnership

Our partnerships with Griffith, Bond & Southern Cross Universities maintained traction over the 22-23. Within the Griffith Community Partnerships we have taken on 7 Interns. This year we increased our intern offerings to now include Human Resources Assistant and Grant Writing. We continue to offer Office Administration and Marketing. We look forward to facilitating this program further in the coming year.

Gold Coast District Law Association

The GCDLA generously selected My Community Legal as the recipient of their AGM Raffle. Our GCC Chumani Brookhouse and Team Leader Dasha Chernova attended the AGM to market raffle tickets and interest in MCL. Despite issues with our eftpos terminal (Square's world wide outage) through our Teams work we raised \$2,950 for My Community Legal

Chumani Brookhouse, Gold Coast Coordinator



PARTNERSHIPS & ENGAGEMENT

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Griffith University Law Students Association

The Griffith LSA was fundamental in assisting MCL with a mid-trimester intake this year and established advertisements around campus to increase our student volunteers. In return our Principle Sarah Galvin, served as a judge in one of the LSA's competitions.

Other Memorable Engagements...

The Justice of Peace President Keith Woods and Secretary Susan Thorpe, visited our Thursday night service to reconnect the JP & My community Legal. We were honoured with a visit from Ros Bates MP who donated \$45,000 to My Community Legal.

Social Media Engagement

Our Marketing & Community engagement team become part of the coordinators duty as key members departed for full time work. Despite this our engagement overall on social media is up from the 2021-2022 year. Our new marketing Team Lead Yorke Jones is working on continuing this trend.



On average our audience identifies as 70% female and 30% male. (Meta Business currently does not provide data on genderqueer individuals.)

Page and profile visits

Facebook visits

1,813 ↑ 38.2%



Instagram profile visits

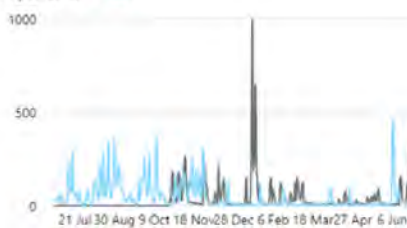
1,183 ↑ 30%



Reach

Facebook reach

4,505 ↑ 12.5%



Instagram reach

1,207 ↑ 270.2%



Chumani Brookhouse, Gold Coast Coordinator
Azara Engelbrecht, Southport Coordinator

VOLUNTEER RELATIONS

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Practitioner Relations

Practitioners are an integral part of the MCL team, their generous commitment and donation of time are what keep the service running. We have 8 practitioners volunteering at our Southport service and 23 volunteering at our Robina service.

Our Robina service has continued to run in-person for both practitioners and clients, allowing us to maintain face-to-face engagement between practitioners, volunteers, and clients. Our Southport service has maintained a blend of in-person and remote services, allowing us to grow our clientele and increase access to our service. This blend includes practitioners coming to in-person sessions, as well as the ability to attend sessions via phone-call and teams.

Across our Robina and Southport service we have had 9 new practitioners start volunteering with us, we have 31 active practitioners and 9 on leave.

Whilst our number of volunteer practitioners is steady and continues to grow, My Community Legal Volunteer Relations Team is dedicated to increase this number by cold-calling law firms and setting up stalls at upcoming QLS events in 2024.

Azara Engelbrecht, Southport Coordinator



VOLUNTEER RELATIONS

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Student Relations

We have continued to work with our university partners, Southern Cross University, Griffith University and Bond University.

Our Student Relations team has continued to focus on increasing the retention of our student volunteers with MCL after their clinic placements are completed. MCL has an internship at Griffith University where credits are awarded to students completing an internship based on office hours. We have seen an increase in student interest and attendance for office shifts as a result. This allows MCL to keep our offices open and staffed between weekly services, where tasks include answering phones, and completing critical tasks for the operation of our firm, such as data entry and booking appointments. Whilst interest in office shifts has increased, MCL still need to establish student retention for our Advice Nights.

This year we have focused on establishing operations teams, where each team has a central focus on an operation to keep MCL operating at the standard we continue to achieve. Our established operations teams include Volunteer Relations, Accreditation and Marketing. We offer positions in these teams remotely for students who are unable to attend office but still wish to volunteer, this has resulted in an increase of student and community engagement.

Chumani Brookhouse, Gold Coast Coordinator
Azara Engelbrecht, Southport Coordinator



VOLUNTEER PRACTITIONER

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RAY WATANBE

“

I joined My Community Legal (“MCL”) in March 2023 as a volunteer practitioner. Since being at MCL I have had the opportunity to work with a group of amazing people who share the same goal of providing assistance to those in the community who otherwise would not have the means to gain access to any legal advice. I have been able to connect with people in our community and be able to understand the everyday struggles that they have to endure. Being at MCL has given me the chance to give back to my community by utilising the skills I have developed throughout my legal career and also, it has given me the opportunity to provide some small level of mentoring to the volunteer students. I will continue to volunteer with MCL as it gives me a sense of purpose to not only help others in need but also provide the students with some practical knowledge to develop their skills as the next generation of legal practitioners on the Gold Coast.

”



VOLUNTEER STUDENT

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TAHLIA HICKS

“

I am a second year Griffith University law student passionate about criminal law and advocacy. I chose My Community Legal to be a part of something bigger for the community – which is the best decision I have made! Volunteering has been an invaluable experience. It is the community members you are privileged to connect with and those who you see walk in needing guidance and walk out smiling. And it is the welcoming legal practitioners and the like-minded students who all make My Community Legal the experience it is. For me personally, each day has been an opportunity to give back, to learn and to grow as a student. Thanks to My Community Legal, I have a newfound confidence that I cannot wait begin my legal career with. I would highly recommend My Community Legal to anyone in hardship seeking a welcoming and safe avenue for accessible legal services, and to legal practitioners and students who are wanting to engage with the community.

”





In the past year, My Community Legal has closely collaborated with Coordinators to identify and address compliance standards relevant to our operations. As part of this effort, we have taken actions to develop and implement policies that align with these standards. This proactive approach ensures that our organization remains compliant with regulatory and industry requirements.

A review of My Community Legal's 6-month report has indicated substantial progress in implementing our compliance plan. It has also been noted, however, that timelines for completing some policies may need updating to better reflect our current status and priorities.

To enhance our commitment to compliance and accreditation, we have initiated the development of a comprehensive compliance plan. This plan will facilitate a more proactive approach to meeting accreditation standards and ensuring ongoing adherence. It will encompass regular monitoring of standards and the establishment of reporting mechanisms to the president, as well as, track and maintain compliance effectively.

In light of challenges faced by other states in completing the current round of reviews under the National Accreditation Scheme (NAS), Community Legal Centres Australia (CLCA) has decided to delay the commencement of the next round of reviews by 12 months. This means that My Community Legal's current certification, set to expire in July 2024, will be extended by 12 months. The extension provides us with additional time to prepare for the upcoming review.

Our primary objective for 2024 is to ensure that My Community Legal is fully prepared for the next major review scheduled to commence in March 2025. This extended timeline allows us to make necessary improvements, align our policies with updated standards, and demonstrate our commitment to maintaining high compliance and accreditation standard.

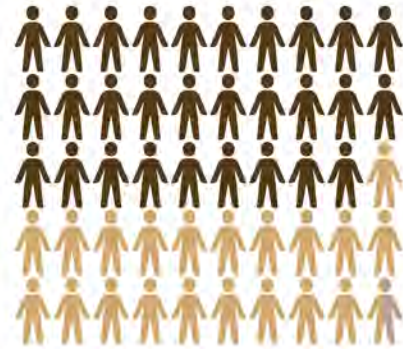
Varsha Jojo, Accreditation

SERVICES 2022-2023

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Brief Overview

My Community Legal serviced a total of 1049 clients this financial year and **1,293** advice sessions conducted. This is a slight increase from last year where the total number of legal advice services provided during the 2021-2022 financial year amounted to 1,279.



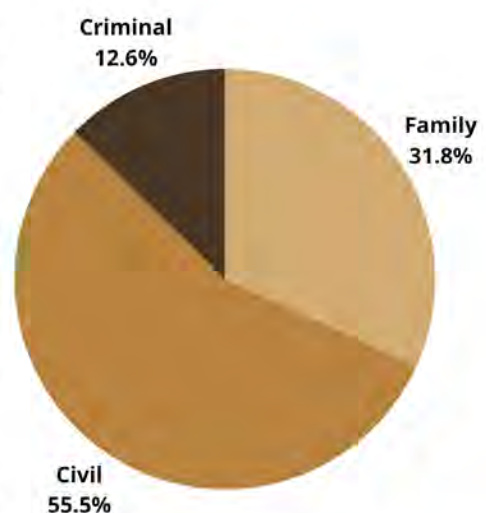
In addition to, or as part of those 1,293 legal advice sessions, our practitioners & volunteers facilitated 173 legal tasks and 376 referrals. In addition, our student volunteers have recorded over 750 triages (enquiries) throughout the year, with a majority transforming into services such as legal advices & referrals.

The majority of our services concern civil legal issues at 55.5% which can range from neighbourhood disputes to employment issues. The remaining 44.4% of advice given were seen for family law issues (31.8%) and criminal matters (12.6%) .

Our data shows that 58.15% of our clients are female and 40.90% are male and 0.95% identify as other or unknown.

Clients of middle ages from 35 and above remain the majority of our clientele. With 320 client being between the ages of 25-49 and closely followed by 266, 50-64 year olds seeking legal assistance.

At least 20.59% of our clients presented with signs of family & domestic violence.

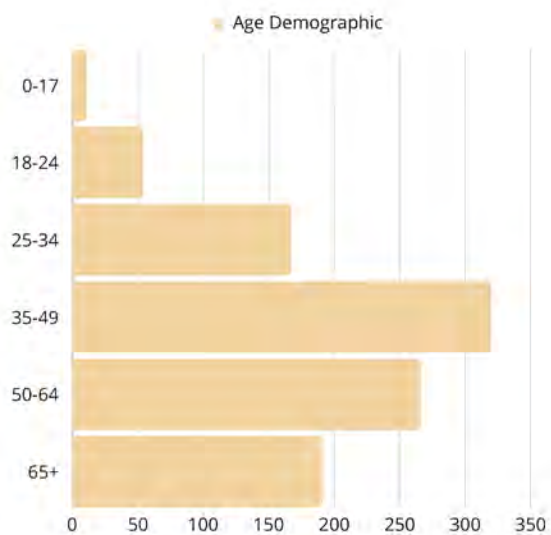
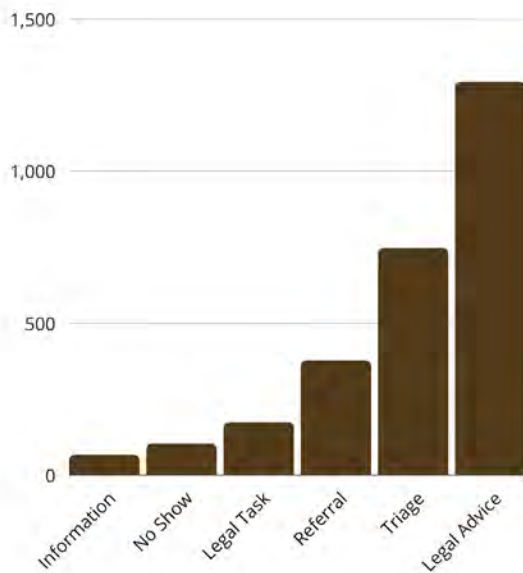
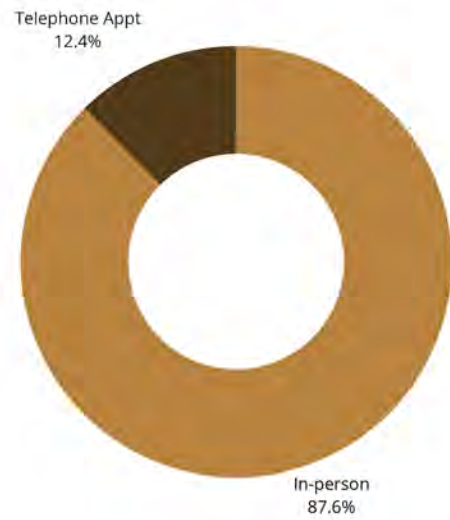
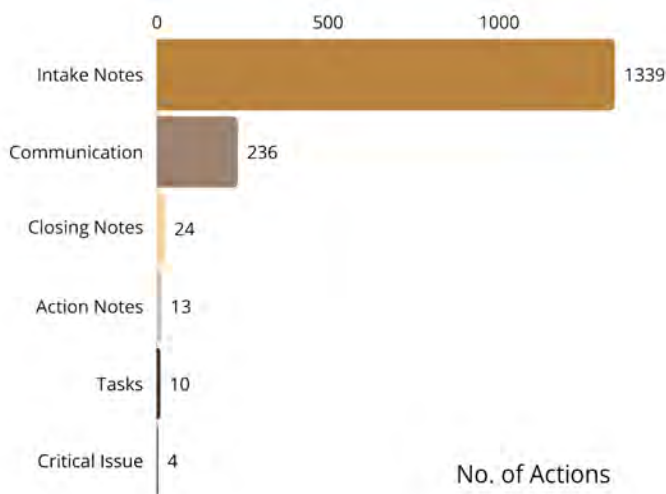


Sarah Galvin, Principle Solicitor
Chumani Brookhouse, Gold Coast Coordinator

SERVICES 2022-2023

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Services provided to Clients



TREASURER REPORT

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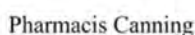
JAMES FRIZELLE
CHARITABLE FOUNDATION

James Frizelle Charitable Foundation

MCL received \$50,000 in funding from James Frizzell to assist with the discontinuance of the Attorney General Withdrawal of ongoing funding. MCL will receive assistance from James Frizzell for Mental Health and Domestic Violence for \$16,400. MCL Thanks our neighbours for assisting their local community.

Partnerships & University Engagement

MCL continues their partnerships with Bond University, Griffith University, Southern Cross and St Vincent de Paul Society. Assisting MCL since inception MCL could not have survived without their assistance.



Continued & Historical Support

MCL thanks Gold Coast District Law Association, Queensland Law Society and the Gold Coast City Council for all their support since opening their free legal service to the community.

MCL also thanks all its Corporate Partners.

The table on the next page summarises our selected historical financial information for each of the last three years. The summary of operations data for the years ended 30 June 2023, 2022, and 2021 and the balance sheet data as at 30 June 2023, 2022 and 2021, have been derived from audited Financial Statements of which only the 30 June 2023 is enclosed. The historical selected financial information may not be indicative of future performance.

My Community Legal Centre Inc Detailed Profit and Loss Statement For the year ended 30 June 2022	Twelve Months Ended 30 June		
	2023	2022	2021
Summary of Operations	\$	\$	\$
Income			
Insurance recoveries			
Profit on sale of property,plant,equip			
Community Grants	80150	134085	37991.44
Donations - public	8516.17	12475.78	3787.99
Donations - corporate		11923	21630
Donations - universty	37500		
Government - Donations			
Raffle tickets			2271.1
Ordinary membership	6170.18	1800	1901.14
Associate membership		4520	499.18
Corporate Membership	660		
Functions income		3430	6830.89
Furniture Sales			
Partnership Proposal Income	12500	10000	4166.66
JobKepper Payments			45300
Cash Flow Boost			10000
Total income	145496.35	178233.78	134378.4
Expenses			
Advertising & promotion	532		
Audit fees		627	616
Bank fees & charges	56.21	59.02	0.86
Bank Fees Vulnerable Women	24.09		
Bookeeping Fees	1349.5	612.72	300
Bookeeping Fees Vulnerable Women	535.5		
Computer expenses & software			1346.63
Depreciation - plant	54	1107	6590
Donations			
Fees & registrations	1386.89	1472.81	318
Fundraising Costs	1563.1	2736.59	4806.45
Fundraising Cost Vulnerable Women	669.9		
Furniture Removals			
Insurance	170.16	750.74	1110.29
Insurane Vulenrable Women	34.05		
Merchant fees	319.96	604.76	284.48
Merchant Fees Vulenrable Women	115.35		
Office Expenses	7582.33		
Office Expenses Vulenrable Women	395.15		
Membership Fees			
Printing & Stationery		2939.13	3372.66

My Community Legal Centre Inc Detailed Profit and Loss Statement For the year ended 30 June 2022	Twelve Months Ended 30 June		
	2023	2022	2021
Expenses continued...			
Printing & Stationery		2939.13	3372.66
Refreshments			
Rent on land & buildings	11672.47	3436.25	14056.07
Rent expnese Vulernable Womer	2586.47		
Staff Training	1050		
Staff Training Vulernable Training	450		
Subscriptions	572.82	1131.6	709.5
Subscriptions Vulernable Women	133.64		
Sundry Expenses			
Superannuation	3437.82	8601.73	6518.47
Superannuation Vulernable Women	7100.8		
Telephone & Internet	2097.17	2569.51	3104.26
Telephone & Internet Vulernable Women	481.5		
Training			1500
Travel, functions & conference			
Website and IT Expenses			147
Wages	32741.68	86017.45	69471.52
Wages - Vulernable Women	67627.02		
Total expenses	144739.58	112666.31	114252.19
Profit from Ordinary Activities	756.77	65567.47	20126.21
Assets			
Current Assets			
Cash Assets	94099.26	116470.23	54066.66
Receivables	22500		
Total Current Assets	116599.26	116470.23	54066.66
Non Current Assets			
Property, plant and equipment	54.62	108.62	218.62
Less Accumulated depreciation			
Total Non Current Assets	54.62	108.62	218.62
Total Assets		116578.85	54285.28
Equity			
Retained profits	107807.08	107049.51	41482.04
Total Equity	107,807.08	107,049.51	41482.04

**MY COMMUNITY
LEGAL INC**

FINANCIAL STATEMENTS

30 JUNE 2023



**AUDITOR'S INDEPENDENCE DECLARATION TO THE COMMITTEE OF
MY COMMUNITY LEGAL INCORPORATED**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2023, there have been:

- (i) no contraventions of the auditor independence requirements as set out in the *Australian Charities and Not for profits Commission Act 2012* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

WSC GROUP – AUDIT PTY LTD

A handwritten signature in black ink, appearing to read 'A F Gilbert'.

A F Gilbert, CA
Director
Authorised Audit Company No. 527749



INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
MY COMMUNITY LEGAL INCORPORATED

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of **My Community Legal Incorporated**, which comprises the statement of financial position as at 30 June 2023 and the statement of profit or loss, and notes to the financial statements, including a summary of significant accounting policies, and committee's declaration.

In our opinion, the accompanying financial report presents fairly, in all material respects, including:

- (i) giving a true and fair view of the Association's financial position as at 30 June 2023 and of its financial performance for the year ended; and
- (ii) complying with the *Australian Charities and Not for profits Commission Act 2012*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Association in accordance with the auditor independence requirements of the *Australian Charities and Not for profits Commission Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the Association to meet the requirements of the *Australian Charities and Not for profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance

The responsible entities of the Association are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Australian Charities and Not for profits Commission Act 2012* and for such internal control as the responsible entities determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.



INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
MY COMMUNITY LEGAL INCORPORATED. (CONT'D)

In preparing the financial report, the responsible entities are responsible for assessing the Association'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 management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association'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.

WSC Group - Audit Pty Ltd

A F Gilbert CA
Director

Dated this 8th day of November 2023

BRANCHES AT:

SYDNEY SOUTH SYDNEY CBD BRISBANE
NEWCASTLE MELBOURNE GOLD COAST

info@wscgroup.com.au
ABN 88 660 087 418

My Community Legal Inc
Statement of Financial Position as at 30 June 2023

	Note	2023 \$	2022 \$
Assets			
Current Assets			
Cash assets	8	94,099.26	116,470.23
Receivables	9	22,500.00	
Total Current Assets		116,599.26	116,470.23
Non-Current Assets			
Property, plant and equipment	14	53.82	107.82
Total Non-Current Assets		53.82	107.82
Total Assets		116,653.08	116,578.05
Liabilities			
Current Liabilities			
Payables	16	3,047.45	158.74
Current tax liabilities	18	3,066.00	8,222.00
Provisions	19	2,733.35	1,147.80
Total Current Liabilities		8,846.80	9,528.54
Total Liabilities		8,846.80	9,528.54
Net Assets		107,806.28	107,049.51
Equity			
Retained profits		107,806.28	107,049.51
Total Equity		107,806.28	107,049.51

The accompanying notes form part of these financial statements.

My Community Legal Inc
Profit and Loss Statement
For the year ended 30 June 2023

	2023	2022
	\$	\$
Operating profit before income tax	756.77	65,567.47
Income tax (credit) attributable to operating profit (loss)		
Operating profit after income tax	<u>756.77</u>	<u>65,567.47</u>
Retained profits at the beginning of the financial year	<u>107,049.51</u>	<u>41,482.04</u>
Total available for appropriation	107,806.28	107,049.51
Retained profits at the end of the financial year	<u><u>107,806.28</u></u>	<u><u>107,049.51</u></u>

The accompanying notes form part of these financial statements.

My Community Legal Inc
Detailed Profit and Loss Statement
For the year ended 30 June 2023

	2023	2022
	\$	\$
Income		
Grants received	80,150.00	134,085.00
Donations - public	8,516.17	12,475.78
Donations - corporate		11,923.00
Donations - university	37,500.00	
Partnership proposal income	12,500.00	10,000.00
Ordinary membership	6,170.18	1,800.00
Corporate membership	660.00	4,520.00
Functions income		3,430.00
Total income	145,496.35	178,233.78

Expenses

Advertising and promotion	532.00	
Audit fees		627.00
Bank Fees And Charges	56.21	59.02
Bank fees - vulnerable women	24.09	
Bookkeeping fees	1,349.50	612.72
Bookkeeping fees - vulnerable women	535.50	
Depreciation - plant	54.00	1,107.00
Fees & registrations	1,386.89	1,472.81
Fundraising costs	1,563.10	2,736.59
Fundraising costs - vulnerable women	669.90	
Insurance	170.16	750.74
Insurance - vulnerable women	34.05	
Merchant fees	319.96	604.76
Merchant fees - vulnerable women	115.35	
Office expenses	7,582.33	2,939.13
Office expenses - vulnerable women	395.15	
Rent expense	11,672.47	3,436.25
Rent expense - vulnerable women	2,586.47	
Staff training	1,050.00	
Staff training - vulnerable women	450.00	
Subscriptions	572.82	1,131.60
Subscriptions - vulnerable women	133.64	
Superannuation	3,437.82	8,601.73
Superannuation - vulnerable women	7,100.80	
Telephone & internet	2,097.17	2,569.51
Telephone & internet - vulnerable women	481.50	

The accompanying notes form part of these financial statements.

My Community Legal Inc
Detailed Profit and Loss Statement
For the year ended 30 June 2023

	2023	2022
	\$	\$
Wages	32,741.68	86,017.45
Wages - vulnerable women	67,627.02	
Total expenses	<u>144,739.58</u>	<u>112,666.31</u>
Profit from Ordinary Activities before income tax	<u><u>756.77</u></u>	<u><u>65,567.47</u></u>

The accompanying notes form part of these financial statements.

My Community Legal Inc
Notes to the Financial Statements
For the year ended 30 June 2023

Note 1: Summary of Significant Accounting Policies

The financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Australian Charities and Not for profits Commission Act 2012. The committee has determined that the association is not a reporting entity as defined in Statement of Accounting Concepts 1 "Definition of the Reporting Entity".

Basis of Preparation

The financial report has been prepared in accordance with the requirements of the Australian Charities and Not for profits Commission Act 2012. These statements have been prepared on an accruals basis, from the records of the association. They are based on historical costs and do not take into account changing money values, or except where specifically stated, current valuations of non current assets.

The entity is a non-for-profit for financial reporting purposes under Australian Accounting Standards.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, which the committee has determined are appropriate to meet the needs of members. Such accounting policies are consistent with the previous period unless stated otherwise.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes. The material accounting policies that have been adopted in the preparation of the statements are as follows:

Accounting Policies

(a) Property, Plant and Equipment

Each class of property, plant and equipment are carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Plant and equipment

Plant and equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the committee to ensure it 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 asset's employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Depreciation

The depreciable amount of all fixed assets, excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the company commencing from the time the asset is held ready for use.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised immediately in profit or loss. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

My Community Legal Inc
Notes to the Financial Statements
For the year ended 30 June 2023

2023

2022

Note 8: Cash assets

Bank accounts:

Cash at bank - Suncorp account 509157123	94,099.26	116,470.23
	<u>94,099.26</u>	<u>116,470.23</u>

Note 9: Receivables

Current

Trade debtors	22,500.00	
	<u>22,500.00</u>	

Note 14: Property, Plant and Equipment

Plant and equipment:

- At cost	18,615.82	18,615.82
- Less: Accumulated depreciation	(18,562.00)	(18,508.00)
	<u>53.82</u>	<u>107.82</u>
	<u>53.82</u>	<u>107.82</u>

Note 16: Payables

Unsecured:

- Trade creditors	3,047.45	158.74
	<u>3,047.45</u>	<u>158.74</u>
	<u>3,047.45</u>	<u>158.74</u>

My Community Legal Inc
Notes to the Financial Statements
For the year ended 30 June 2023

2023

2022

Note 18: Tax Liabilities

Current

Amounts withheld from salary and wages	3,066.00	8,222.00
	<u>3,066.00</u>	<u>8,222.00</u>

Note 19: Provisions

Current

Superannuation payable	1,284.15	1,147.80
Wages payable	1,449.20	
	<u>2,733.35</u>	<u>1,147.80</u>

My Community Legal Inc
Statement by Members of Committee
For the year ended 30 June 2023

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

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of My Community Legal Inc as at 30 June 2023 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

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

President

Ross Andrew Lee



Treasurer



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AWARD RECIPIENTS

My Community Legal's highest award is its Volunteer of the Year. Each award recipient has displayed an outstanding commitment to MCL and has gone above and beyond in ensuring the smooth operation of MCL. My Community offers our deepest gratitude to our awardees.

Volunteer of the Year

Winner - Sarah Galvin
Runner Up - Dasha Chernova

Volunteer Practitioner of the Year

Winner - Steven Shepard
Runner Up - Carman Baldwin

Most Clients Seen

Winner - Ross Lee

Best Mentor

Winner - Ray Watanabe

Volunteer Executive Assistants

Azara Engelbrecht **to the President**
Lauren Powell, **to the Treasurer**
Mechelle Blue, **to the Secretary**

University of the Year

Winner - Griffith University
Runner Up - Southern Cross University

Volunteer Student of the Year

Griffith University
Winner - Varsha Jojo
Runner Up - Benjamin Horne

Bond University

Winner - Isha Ghotra
Runner Up - Shams Aminzada

Southern Cross University

Winner - Mechelle Blue
Runner Up - Helen Crawford

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Queensland. Australia



Southern Cross
University



BOND
UNIVERSITY



THANK YOU

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