

16 November 2021

BDO Audit Pty Ltd
Level 2, 3 Emporio Place
MAROOCHYDORE QLD 4558

Dear Bruce,

AUDIT FOR YEAR ENDED 30 JUNE 2021 OF SUNSHINE COAST BUSINESS COUNCIL INC.

This representation letter is provided in connection with your audit of the financial report of Sunshine Coast Business Council Inc. for the year ended 30 June 2021, for the purpose of expressing an opinion as to whether the financial report presents fairly in accordance with the Australian Accounting Standards to the extent described in Note 1.

We confirm that to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purposes of appropriately informing ourselves:

Financial report

1. We have fulfilled our responsibilities, as set out in your engagement letter dated 15 November 2021, for the preparation for the financial report in accordance with Australian Accounting Standards to the extent described in Note 1; in particular that the financial report presents fairly in accordance therewith.
2. We have established and maintained adequate internal controls to facilitate the preparation of a reliable financial report and adequate records have been maintained. Any and all deficiencies in internal control of which we are aware have been communicated to you.
3. We confirm that the selection and application of accounting policies remains appropriate, and that there have been no changes to the accounting policies applied in the previous annual financial statements or the methods used in applying them.
4. We have no plans or intentions that may materially affect the carrying values, or classification, of assets and liabilities.
5. The entity has satisfactory title to all assets, and there are no liens or encumbrances on such assets that have not been disclosed, nor has any asset been pledged as collateral.

Books, records and documentation

6. We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters;

- All minutes of meetings held by the Board of Directors, Committees and shareholders since the end of the previous reporting period have been given to you for your inspection;
- Additional information that you have requested from us for the purpose of the audit;
- Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

7. All transactions have been recorded in the accounting records and are reflected in the financial report.

Uncorrected misstatements

8. We acknowledge that you have brought to our attention that there were no uncorrected misstatements detected during the course of your audit.

Related parties

9. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions.
10. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with Australian Accounting Standards in the financial report.

Fraud

11. We acknowledge our responsibility for the design, implementation and maintenance of accounting and internal control systems that are designed to prevent and detect fraud.
12. We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.
13. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
- Management;
 - Employees who have significant roles in internal control; or
 - Others where fraud could have a material impact on the financial report.
14. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial report communicated by employees, former employees, analysts, regulators or others.

Litigation and claims

15. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered in the financial report; and accounted for and disclosed in accordance with Australian Accounting Standards.

Compliance with laws and regulations

16. We have disclosed to you all known actual or possible non-compliance with laws and regulations whose effects should be considered when preparing the financial report.
17. There have been no instances of non-compliance of laws and regulations involving management or employees who have a significant role in internal control.
- There have been no communications from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial report.

Subsequent events

18. All events occurring subsequent to the date of the financial report and for which adjustment or disclosure are required, including but not limited to accounting estimates, have been adjusted or disclosed.

Other information

19. We have informed you of all the documents that we expect to issue which may comprise other information accompanying the financial report.
20. The financial report and any other information obtained by you prior to the date of the auditor's report are consistent with one another, and the other information does not contain any material misstatements.

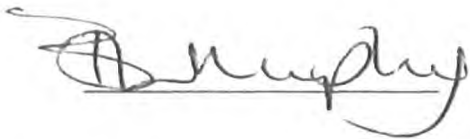
Electronic presentation of Financial Report

21. We are responsible for the electronic presentation of the financial report.
22. We will ensure that the electronic version of the audited financial report and the auditor's report on the web site will be identical to the final signed hard copy version.
23. We will clearly differentiate between audited and unaudited information in the construction of the entity's web site as we understand the risk of potential misrepresentation.
24. We have assessed the controls over the security and integrity of data on the web site and that adequate procedures are in place to ensure the integrity of the information published.
25. We will not present the auditor's report on the full financial statements with extracts only of the full financial statements.

Yours faithfully



Sandy Zubrinich
Chair & Director - Sunshine Coast Business Council Inc.



Bridget Murphy
Treasurer & Director - Sunshine Coast Business Council Inc.

Sunshine Coast Business Council Inc.
ABN: 99 680 681 766

Financial Statements
For The Year Ended 30 June 2021

SUNSHINE COAST BUSINESS COUNCIL INC.

**SPECIAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

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**SUNSHINE COAST BUSINESS COUNCIL INC.
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2021**

	2021	2020
	\$	\$
Income		
Membership Subscriptions	45,925	48,000
Interest income	5	258
Event income	11,026	-
Other income	291	526
Sponsorship	22,750	14,500
TOTAL INCOME	<u>79,997</u>	<u>63,284</u>
Expenditure		
Administration expenses	373	483
Bank fees	763	683
Catering	18,451	9,342
Depreciation	-	1,381
Function expenses	-	4,088
Insurance	2,085	2,021
Marketing	20,258	20,338
Other business expenses	5,990	4,725
Printing and stationery	298	886
Professional fees	15,000	15,000
Research costs	10,000	1,000
IT expenses	848	1,981
TOTAL EXPENDITURE	<u>74,066</u>	<u>61,928</u>
NET SURPLUS	<u>5,931</u>	<u>1,356</u>

This statement of income and expenditure is to be read in conjunction with the notes to and forming part of the financial statements set out on page 3.

**SUNSHINE COAST BUSINESS COUNCIL INC.
STATEMENT OF ACCUMULATED FUNDS
AS AT 30 JUNE 2021**

	2021	2020
	\$	\$
MEMBERS' FUNDS		
Opening balance 1 July	39,397	38,042
Net surplus	5,931	1,356
Closing balance 30 June	<u>45,328</u>	<u>39,398</u>
Represented by:		
ASSETS		
Current Assets		
Cash at Bank - General account	35,961	2,609
Cash at Bank - Investment account	69,193	54,947
Cash at Bank - Debit account	648	721
Trade debtors	-	14
GST Paid	1,791	472
TOTAL CURRENT ASSETS	<u>107,593</u>	<u>58,763</u>
TOTAL ASSETS	<u>107,593</u>	<u>58,763</u>
LIABILITIES		
Current Liabilities		
Revenue In Advance	58,625	17,600
GST Collected	3,640	1,765
TOTAL CURRENT LIABILITIES	<u>62,265</u>	<u>19,365</u>
TOTAL LIABILITIES	<u>62,265</u>	<u>19,365</u>
NET ASSETS	<u>45,328</u>	<u>39,398</u>

This statement of income and expenditure is to be read in conjunction with the notes to and forming part of the financial statements set out on page 3.

**SUNSHINE COAST BUSINESS COUNCIL INC.
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

1. Statement of significant accounting policies

The significant policies which have been adopted in the preparation of these financial statements are:

(a) Basis of Preparation

The financial statements have been drawn up in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views), the Associations Incorporation Act 1981 and accompanying Regulations, except for AASB107, Statement of Cash flows. They have been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets.

The accounting policies have been consistently applied by the Association and, except where there is a change in accounting policy, are consistent with those of the previous period.

(b) Taxation

The Association is considered to be exempt from the payment of income tax under Division 50 of the Income Tax Assessment Act 1997 and Regulations 1997.

2. Incorporation

The Sunshine Coast Business Council Incorporated was incorporated under Associations Incorporations Act 1981 on the 21st day of January 2005.

SUNSHINE COAST BUSINESS COUNCIL INC.

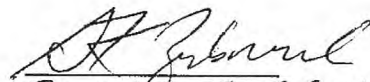
STATEMENT BY MANAGEMENT COMMITTEE

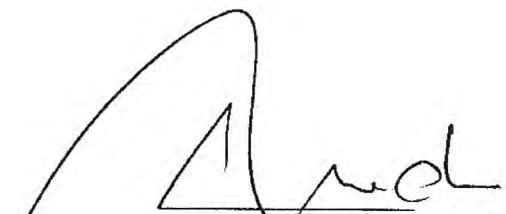
In the opinion of the Management Committee the financial statements, set out on pages 1 to 3 are drawn up so as to present fairly the financial position of the Association at 30 June 2021 and its results for the year then ended in accordance with applicable Australian Accounting Standards, the provisions of the Associations Incorporation Act 1981 and accompanying Regulations and the provisions of the Associations' rules except for non-compliance with Australian Accounting Standards:

1. AASB107 which required a Statement of Cash Flows to be included in the financial statements.

Dated at *Mareeola* this *25* day of *November* 2021

For and on behalf of the Management Committee.


SANDRA ZUBRINICH
Chairperson


ANDREW BRODIE
Board Member

INDEPENDENT AUDITOR'S REPORT

To the members of Sunshine Coast Business Council Inc.

Report on the Audit of the Financial Report

Qualified opinion

We have audited the financial report of Sunshine Coast Business Council Inc. (the Entity), which comprises the statement of accumulated members funds as at 30 June 2021, and the statement of financial performance, including a summary of significant accounting policies, and managements' assertion statement.

In our opinion, except for the effects of the matter described in the *Basis for qualified opinion* section of our report, the accompanying financial report presents fairly, in all material respects, the financial position of the Entity as at 30 June 2021 and of its financial performance for the year then ended in accordance with the basis of accounting described in note 1.

Basis for qualified opinion

It is impracticable to establish control over cash received prior to entry into its financial records. Accordingly, as the evidence available to us from this source was limited, our audit procedures with respect to this revenue had to be restricted to the amounts recorded in the financial records. We therefore are unable to express an opinion whether the revenue recorded is complete.

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 Entity in accordance with ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (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 qualified 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 Entity to meet the requirements of the *Incorporated Association Act 1981*. 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 for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report, and have determined that the basis of preparation described in note 1 is appropriate to meet the requirements of *Incorporated Association Act 1981* and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the 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 the 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 this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website (<http://www.auasb.gov.au/Home.aspx>) at:

http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of our auditor's report.

BDO Audit Pty Ltd

A handwritten signature in blue ink, appearing to read 'Bruce Swan', written over the printed name.

Bruce Swan
Director

Maroochydore, 26 November 2021