Grant Thornton

Appendix 14

Body Corporate : Marina Views BC 209549 **

BC No : 209549

Financial year-end : 31/01/2025

	Procedures Performed	Factual Findings
1.	Inspection of special purpose financial statements of the Body Corporate by: ▪ Performing additions checks on the balance sheet and income statement; ▪ Agree the cash balances as at reporting date to the bank statements; ▪ Confirm whether the Owner's equity surplus agrees to the income statement; ▪ Agree the receivable balances to the total of the detailed receivables list; ▪ Agree the total revenue to the revenue listing and agree the total expenses to the detailed expense breakdown.	Inspected the special purpose financial statements as of 31/01/2025 by: ▪ Performed add checks on the balance sheet and income statement with no exceptions noted. ▪ Agreed to the cash balances to the bank statements as at reporting date with no exceptions. ▪ Agreed the Owner's equity surplus to the income statement with no exceptions noted. ▪ Agreed the receivable balances to the detailed receivable listing with no exceptions. ▪ Agreed the total revenue and total expenses to the revenue listing and detailed expenses breakdown respectively. No exceptions were noted.
2.	Inspection of the AGM Minutes of the Body Corporate by: ▪ Identifying the date of the most recent AGM; ▪ Identifying the levy revenue to be invoiced per approval of the AGM minutes; ▪ Identify the levy budgeted and whether this agrees to the levies raised per the income statement; and ▪ Identifying and report all unresolved long-term maintenance plan (LTMP) decisions.	We inspected the AGM Minutes of the Body Corporate with: ▪ The date of the AGM was 08/04/2024. ▪ Identified the levy revenue of $131,580.00 to be invoiced as per approval of the AGM minutes. ▪ Identified the budgeted levy of $131,580.00. ▪ No unresolved LTMP decisions were identified in the AGM minutes.
3.	Inspection of the long-term maintenance plan by: ▪ Confirming that LTMP has been established by the body corporate. ▪ Confirming that LTMP cover a period of at least 10 years from the date of the plan or the last review of the plan.	▪ We confirmed that the LTMP has been established and covered 15 years from the date of the plan.
4.	Testing Income Statement transactions ▪ Randomly select 5 expense samples, trace to the supporting documents including invoice and bank statements. The samples above include the insurance premiums paid by the Body Corporate as Insurance expenses are often a large part of the expenses. ▪ Randomly select 2 samples of revenue transactions and trace them to the Trust Bank Account.	▪ Randomly selected 5 expense samples and traced to supporting documents including the relevant invoices and bank statements. The documents that were selected were: IN14957449, 502119001, 6216, INV-1119, INV-9460. No exceptions noted from the samples selected. ▪ Randomly selected 2 samples of revenue from administrative and contingency funds for Lot 24 and Lot 22 traced to the Trust Bank Account with no exceptions noted.