

CLIENT NAME: SHIRE OF WONGAN-BALLIDU

YEAR END: 30 JUNE 2021

FINANCIAL AUDIT ENTRANCE MEETING AGENDA

Date of Meeting: 25 May 2021

Time: 4:00 pm

Location: Shire of Wongan-Ballidu, Corner of Quinlan St & Elphin Crescent,
Wongan Hill Australia, WA 6603 / Zoom

Attendees:

Eion Ganzer	Councillor, Audit Committee Chair
Stuart Boekeman	Audit Committee Member
Brad West	Deputy Shire President, Audit Committee Member
Stuart Taylor	Chief Executive Officer
Alan Hart	Deputy Chief Executive Officer
Mona Loo	Office of the Auditor General, Director Financial Audit
Marcia Johnson	Butler Settineri, Audit Director

DISCUSSION POINTS

1. **OUR AUDIT APPROACH**

2. **BUSINESS OPERATIONS**

3. **SIGNIFICANT RISKS AND AUDIT FOCUS AREAS IDENTIFIED**

- **CHANGES TO ACCOUNTING STANDARDS**
- **CHANGES TO LOCAL GOVERNMENT REGULATIONS**
- **RELATED PARTY TRANSACTIONS**
- **REVENUE RECOGNITION AND CUT-OFF**
- **UNAUTHORISED & INCOMPLETE EXPENDITURE**
- **UNRECORDED LIABILITIES**
- **FICTITIOUS EMPLOYEES**
- **VALUATION OF LAND HELD FOR RESALE**
- **JOINT VENTURE – HOUSING UNITS**
- **PROVISIONS – INCLUDING CASUAL EMPLOYEES**

4. **SIGNIFICANT ASSETS ACQUIRED AND DISPOSED**

5. **COMPLIANCE WITH LAWS AND REGULATIONS**

6. **CHANGES IN ACCOUNTING POLICIES**

7. **RELATED PARTIES / ENTITIES**

8. **REPORTING PROTOCOLS**

- **SIGNIFICANT ISSUES IDENTIFIED DURING THE AUDIT**
- **INTERIM MANAGEMENT LETTER**
- **FINAL MANAGEMENT LETTER**

9. **AUDIT TEAM**

10. **AUDIT TIME TABLE**