



**Tasmanian**  
Audit Office



**Guide to using reports  
on the audit of financial  
statements of State entities**

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# Table of contents

<b>1. Introduction</b>	<b>1</b>
<b>2. Volumes of the report</b>	<b>2</b>
<b>3. Audit findings</b>	<b>3</b>
<b>4. Findings classifications</b>	<b>4</b>
<b>5. Financial analysis</b>	<b>9</b>
Performance indicators	9
<b>6. Financial analysis measures</b>	<b>10</b>
<b>7. Glossary</b>	<b>18</b>
<b>8. Acronyms and abbreviations</b>	<b>28</b>

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# 1. Introduction

Our Report on the financial statements of State entities is prepared under section 29 of the *Audit Act 2008* (the Audit Act), which requires the Auditor-General, on or before 31 December in each year, to report to Parliament in writing on the audit of State entities and Audited subsidiaries of State entities in respect of the preceding financial year.

Our report titled the *Audit of State entities and audited subsidiaries of State Entities, 31 December 2020 and 30 June 2021* (the Report), comprising two volumes, satisfies this requirement for 2021.

The purpose of this guide is to provide additional information for the reader of both this Report and our previous reports on the audits of State entities and their audited subsidiaries, which can be found on our website at [Financial Audit Reports Archives - Tasmanian Audit Office](#)

## 2. Volumes of the report

Volume 1 of the Report was tabled in Parliament on 25 November 2021.

This volume provided information on:

- the status of audits of financial statements for entities with financial years ending 31 December 2020 and 30 June 2021
- analysis and commentary on State entities and audited subsidiaries of State entities in the General Government Sector and Total State Sector
- analysis and commentary on Government businesses, comprising Government Business Enterprises, State-owned Companies, and Tasmanian Water and Sewerage Corporation Pty Ltd
- other uncategorized state entities

Volume 2 of the Report was tabled in Parliament on 24 March 2022.

This volume provided information on:

- the findings and outcomes from the audit of all entities with financial years ending 31 December 2020 and 30 June 2021
- analysis and commentary on the Local Government sector.

### 3. Audit findings

In reporting audit findings to clients, we attribute a risk category to each finding. These categories reflect their significance and potential impact on the client.

Risk category	Audit impact	Management action required
<p><b>High</b></p>	<p>Matters categorised as high risk pose a significant business or financial risk to the entity and have resulted or could potentially result in a modified or qualified audit opinion if not addressed as a matter of urgency.</p> <p>High risk findings represent a:</p> <ul style="list-style-type: none"> <li>control weakness which could have or is having a significant adverse effect on the ability to achieve process objectives and comply with relevant legislation</li> <li>material misstatement in the financial report is likely to occur or has already occurred.</li> </ul>	<p>Requires immediate management intervention with a detailed action plan to be implemented within one month.</p> <p>Requires management to correct the material misstatement in the financial report to avoid a modified audit opinion.</p>
<p><b>Moderate</b></p>	<p>Moderate risk findings are matters of a systemic nature that pose a moderate business or financial risk to the entity if not addressed as high priority within the current financial year, matters that may escalate to high risk if not addressed promptly or low risk matters which have been reported to management in the past but have not been satisfactorily resolved or addressed.</p> <p>Moderate risk findings represent a:</p> <ul style="list-style-type: none"> <li>systemic control weakness which could have or is having a moderate adverse effect on the ability to achieve process objectives and comply with relevant legislation</li> <li>misstatement in the financial report that is not material and has occurred.</li> </ul>	<p>Requires prompt management intervention with a detailed action plan implemented within three to six months.</p>
<p><b>Low</b></p>	<p>Matters categorised as low risk are isolated, non-systemic or procedural in nature and reflect relatively minor administrative shortcomings and could be addressed in the context of the entity's overall control environment.</p> <p>Low risk findings represent</p> <ul style="list-style-type: none"> <li>an isolated or non-systemic control weakness with minimal but reportable impact on the ability to achieve process objectives and comply with relevant legislation</li> <li>a misstatement in the financial report that is likely to occur but is not expected to be material</li> <li>an opportunity to improve an existing process or internal control.</li> </ul>	<p>Requires management intervention with a detailed action plan implemented within six to 12 months.</p>

## 4. Findings classifications

Primary category	Secondary category	Non-IT Environment	IT Environment
Internal control	Control environment	<ul style="list-style-type: none"> <li>• Governance structures</li> <li>• Commitment to integrity and ethical values</li> <li>• Assignment of authority and responsibility</li> <li>• Attraction, development and retention of competent individuals</li> </ul>	<ul style="list-style-type: none"> <li>• Governance over IT is commensurate with the nature and complexity of the entity and its business operations enabled by IT, including the complexity or maturity of the entity's technology platform or architecture and the extent to which the entity relies on IT applications to support its financial reporting</li> </ul>
Internal control	Risk assessment	<ul style="list-style-type: none"> <li>• Identification of business risks relevant to financial reporting objectives</li> </ul>	<ul style="list-style-type: none"> <li>• Identification of IT risks relevant to financial reporting objectives</li> </ul>
Internal control	Information system and communication	<ul style="list-style-type: none"> <li>• Initiation, recording, processing and correction (if necessary) of transactions</li> <li>• Capture, processing and disclosure of other events and conditions (other than transactions) in the financial report</li> <li>• Accounting records</li> <li>• Financial reporting process to prepare the financial statements</li> <li>• Resources relevant to the above (excluding IT)</li> </ul>	<ul style="list-style-type: none"> <li>• IT application – program(s) used to initiate, process, record and report transactions or information</li> <li>• IT infrastructure - network, operating systems, and databases and their related hardware and software</li> <li>• IT processes: <ul style="list-style-type: none"> <li>- Manage access (e.g. authentication, authorisation, provisioning, deprovisioning, privileged access, user access reviews, security configuration controls, physical access)</li> <li>- Manage changes to the IT environment and programs (e.g. change management process,</li> </ul> </li> </ul>



Primary category	Secondary category	Non-IT Environment	IT Environment
			<p>segregation of duties over change migrations, systems development or acquisition and implementation, data conversion)</p> <ul style="list-style-type: none"> <li>- Manage IT operations (e.g. job scheduling, job monitoring, back-up and recovery, intrusion detection)</li> </ul>
<b>Internal control</b>	<b>Control activity</b>	<ul style="list-style-type: none"> <li>• Authorisations and approvals</li> <li>• Reconciliations</li> <li>• Manual verifications</li> <li>• Physical controls</li> <li>• Safeguarding of assets</li> <li>• Segregation of duties</li> </ul>	<ul style="list-style-type: none"> <li>• Completeness checks - controls that ensure all records were processed from initiation to completion.</li> <li>• Validity checks - controls that ensure only valid data is input or processed.</li> <li>• Input controls - controls that ensure data integrity fed from upstream sources into the application system.</li> </ul>
<b>Internal control</b>	<b>Monitoring activity</b>	<ul style="list-style-type: none"> <li>• Processes to monitor the effectiveness of controls, identification and remediation of control deficiencies</li> <li>• Internal audit function</li> </ul>	<ul style="list-style-type: none"> <li>• Processes to test the effectiveness of IT controls, identification and remediation of IT control deficiencies</li> </ul>
<b>Financial reporting</b>	<b>Going concern</b>	<ul style="list-style-type: none"> <li>• Disclosure deficiencies in relation to uncertainty around going concern</li> <li>• Financial statements prepared on the incorrect accounting basis</li> </ul>	

Primary category	Secondary category	Non-IT Environment	IT Environment
Financial reporting	Fair value	<ul style="list-style-type: none"> <li>Processes for the use and selection of experts</li> <li>Assessment of advice and information provided by experts</li> <li>Inappropriate valuation methodology applied</li> </ul>	<ul style="list-style-type: none"> <li>Poor design of accounting models</li> <li>Incorrect system calculation design</li> </ul>
Financial reporting	Accounting estimate	<ul style="list-style-type: none"> <li>Incorrectly sourced rates and indexes</li> <li>Rates and other indexes not suitable for purpose</li> <li>Incorrect application of assumptions</li> </ul>	<ul style="list-style-type: none"> <li>Poor design of accounting models</li> </ul>
Financial reporting	Related party	<ul style="list-style-type: none"> <li>Inadequate identification processes for related parties</li> <li>Inadequate documentation of related party activities</li> </ul>	
Financial reporting	Accounting standard non-compliance	<ul style="list-style-type: none"> <li>Misinterpretation of facts</li> <li>Lack of trained/or experience accountants/finance staff</li> <li>Failure to seek expert accounting advice</li> </ul>	
Financial reporting	Unintentional misstatement	<ul style="list-style-type: none"> <li>Calculation errors</li> <li>Misinterpretation of facts</li> </ul>	<ul style="list-style-type: none"> <li>Incorrect system calculation design</li> </ul>
Financial reporting	Disclosure	<ul style="list-style-type: none"> <li>Incomplete disclosure in accordance with accounting standards</li> <li>Unclear or ambiguous disclosures</li> </ul>	

Primary category	Secondary category	Non-IT Environment	IT Environment
<b>Fraud</b>	<b>Intentional misstatements</b>	<ul style="list-style-type: none"> <li>• Manipulation, falsification (including forgery), or alteration of accounting records or supporting documentation from which the financial report is prepared.</li> <li>• Misrepresentation in, or intentional omission from, the financial report of events, transactions or other significant information.</li> <li>• Intentional misapplication of accounting principles relating to amounts, classification, manner of presentation, or disclosure</li> <li>• Recording fictitious journal entries, particularly close to the end of an accounting period, to manipulate operating results or achieve other objectives.</li> <li>• Inappropriately adjusting assumptions and changing judgements used to estimate account balances.</li> <li>• Omitting, advancing or delaying recognition in the financial statements of events and transactions that have occurred during the reporting period.</li> <li>• Omitting, obscuring or misstating disclosures required by the applicable financial reporting framework, or disclosures that are necessary to achieve fair presentation.</li> <li>• Concealing facts that could affect the amounts recorded in the financial report.</li> </ul>	

Primary category	Secondary category	Non-IT Environment	IT Environment
		<ul style="list-style-type: none"> <li>Engaging in complex transactions that are structured to misrepresent the financial position or financial performance of the entity.</li> <li>Altering records and terms related to significant and unusual transactions.</li> </ul>	
<b>Fraud</b>	<b>Misappropriation of assets</b>	<ul style="list-style-type: none"> <li>Note: we do not make legal determinations of whether fraud has actually occurred</li> </ul>	
<b>Non-compliance with laws or regulations</b>	<b>Non-compliance with laws or regulations</b>	<ul style="list-style-type: none"> <li>Insolvent trading</li> <li>Systemic underpayment of employee salaries, wages and superannuation</li> <li>Other non-compliance</li> </ul>	
<b>Other significant matters</b>	<b>Management actions</b>	<ul style="list-style-type: none"> <li>Restrictions imposed on us by management</li> <li>Significant delays by management</li> <li>Unavailability of entity personnel</li> <li>Unwillingness by management to provide information necessary for us to perform our audit procedures</li> </ul>	
<b>Other significant matters</b>	<b>Other difficulties</b>	<ul style="list-style-type: none"> <li>Extensive unexpected effort required to obtain sufficient appropriate audit evidence</li> <li>Unavailability of expected information</li> </ul>	

## 5. Financial analysis

### Performance indicators

The financial analysis tables in each State entity Chapter provides an indication on whether there has been a material improvement or deterioration in a measure or line item. The three indicators used are depicted below.

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▲ Improvement from prior year	Reflects a 5% or more favourable movement in the measure or line item
▼ Deterioration from prior year	Reflects a 5% or more unfavourable movement in the measure or line item
● No material change from prior year	Reflects a movement in the measure or line item that is less than 5%

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## 6. Financial analysis measures

Financial analysis measures are commonly applied to the evaluation of financial performance. Care should be taken in interpreting these measures, as by definition they are only indicators, and they should not be read in isolation. Commonly used financial analysis measures and their method of calculation are listed in the table below.

Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
<b>Asset consumption ratio</b>	Shows the depreciated replacement cost of an entity's depreciable assets relative to their "as new" (replacement) value. It therefore shows the average proportion of new condition left in the depreciable assets.	>60%	Depreciated replacement cost of asset (e.g. infrastructure, roads, bridges) divided by current replacement cost of asset
<b>Asset renewal funding ratio</b>	Measures the capacity to fund asset replacement requirements. An inability to fund future requirements will result in revenue, expense or debt consequences, or a reduction in service levels. This is a most useful measure relying on the existence of long-term financial and asset management plans.	90%-100%	Future (planned) asset replacement expenditure divided by Future asset replacement expenditure (actual) required
<b>Asset sustainability ratio</b> <b>Asset investment ratio</b>	Provides a comparison of the rate of spending on existing infrastructure, property, plant and equipment through renewing, restoring and replacing existing assets, with depreciation. Ratios higher than 100% indicate that spending on existing assets is greater than the depreciation rate. This is a long-term indicator, as capital expenditure can be deferred in the short-term if there are insufficient funds available from operations and borrowing is not an option.	100%	Payments for Property, plant and equipment by Depreciation expenses

Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
<b>Average leave per Full Time Equivalent (FTE) employee</b>	Average leave balance per FTE – indicates the extent of unused leave at balance date.		Total employee annual and long service leave entitlements divided by FTEs
<b>Average long service leave balance per FTE</b>	Records the average number of days long service leave accumulated per staff member. In general public service employees cannot accrue more than 100 days long service leave. <sup>2</sup>	Not more than 100 days	Actual long service leave provision days due divided by average FTEs
<b>Average recreational leave balance</b>	Records the average number of days annual leave accumulated per staff member. In general public service employees accrue 20 days annual leave per annum. <sup>2</sup>	20 days	Actual annual leave provision days due divided by average FTEs
<b>Average Cost per FTE Average staff costs</b>	Measures the average cost of employing staff in the entity for the year.		Total employee expenses <sup>3</sup> (including capitalised employee costs) divided by FTEs
<b>Cash expense cover ratio</b>	Indicates the number of months an entity can continue operating based on current monthly expenditure without additional cash inflow.  The ratio does not take into consideration capital expenditure requirements or other sources of finance. Unrestricted cash reflects cash and cash equivalents, less grants received in advance and other externally restricted cash balances.	3 to 6 months	Total unrestricted cash divided by the sum of total cash payments to suppliers, employees and financing costs multiplied by 12
<b>Cost of debt</b>	Reflects the interest rate applicable to debt at financial year end.		Borrowings interest expense for financial year, divided by Borrowings held at financial year end

Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
<b>Community Service Obligation funding</b>	This is the amount of funding received from the government for the provision of designated community services obligations.		Amount of community service obligation funding received from Government
<b>Current ratio</b>	Current assets should exceed current liabilities by a “considerable” margin. It is a measure of liquidity that shows an entity’s ability to pay its short term debts.	> 1	Current Assets divided by Current Liabilities
<b>Debt to debt plus equity</b>	An indicator of the proportion of net assets that are financed through borrowings.		Debt (as represented by borrowings) divided by Debt plus Equity
<b>Debt to equity</b>	An indicator of the risk of the entity’s capital structure in terms of the amount sourced from borrowings.		Debt (as represented by borrowings) divided by Total Equity
<b>Debt to total assets</b>	An indicator of the proportion of assets that are financed through borrowings.		Debt divided by Total Assets
<b>Dividends paid or payable</b>	Payment by the entity to its shareholders (whether paid or declared as a payable).		Dividends paid or payable that relate to the year subject to analysis
<b>Dividend payout ratio</b>	The amount of dividends relative to the entity’s net income.		Dividend divided by Result from Ordinary Activities after Tax
<b>Dividend to equity ratio</b>	The relative size of an entity’s dividend payments to shareholders’ equity. A low dividend to equity ratio may indicate that profits are being retained by the entity to fund capital expenditure.		Dividend paid or payable divided by Average Total Equity



Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
<b>Earnings Before Interest and Tax (EBIT)</b>	Measures how well an entity can earn a profit, from its operations, regardless of how it is financed (debt or equity) and before it has to meet external obligations such as income tax. This is a measure of how well it goes about its core business.		Result from Ordinary Activities before Gross Interest Expense and Tax
<b>Earnings before income tax, depreciation and amortisation</b>	Measures how well an entity can generate funds without the effects of financing (debt or equity), depreciation and amortization and before it has to meet external obligations such as income tax. This measure is of particular relevance in cases of entities with large amounts of non-current assets as the distortionary accounting and financing effects on the entity's earnings are removed, enabling comparisons to be made across different entities and sectors.		Result from Ordinary Activities before Gross Interest Expense, Tax, Depreciation and Amortisation
<b>Effective tax rate</b>	Is the actual rate of tax paid on profit or loss before tax.	30%	Income Tax paid or payable divided by Result from Ordinary Activities before Tax
<b>Employee Entitlements per FTE</b>	Value of the Average leave balance per FTE – indicates the extent of unused leave at balance date.		Total employee annual and long service leave provision divided by FTEs
<b>Employee costs capitalised</b>	Represents employee costs that have been capitalised rather than expensed.		Capitalised employee costs
<b>Employee costs expensed</b>	Represents the level of employee costs expensed, i.e. included in the Comprehensive Income Statement. This together with the Employee costs capitalised will provide a total employee cost figure for use in other related		Total employee costs per Income Statement

Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
	ratios.		
<b>Employee (labour) costs as a % of operating expenses</b>	Indicates the relative significance of employee costs compared to other operating expenses.		Total employee costs divided by Total Operating Expenses
<b>Government guarantee fees</b>	Government owned Business are required to a pay guarantee fee based on their amount of financial accommodation, so that, like the private sector, they are exposed to the full risk-related cost of the debt they hold.		Amount of guarantee fees paid to owners (usually Government)
<b>Income tax paid</b>	Income tax payments by the entity to the Government in the year.		Income Tax paid or payable that relates to the year subject to analysis
<b>Indebtedness ratio</b>	This ratio measures the ability of an organisation to repay their debts using only their own source revenue.		Non-Current Liabilities divided by own source revenue
<b>Interest cover</b>	Examines the exposure or risk in relation to debt, an indicator of the ability to meet periodic interest payments from funds from operations (before interest expense). The level of interest cover gives a guide of how much room there is for interest payments to be maintained in the face of interest rate increases or reduced funds from operations.		Net operating cashflows less interest and tax payments divided by Net interest payments

Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
<b>Interest cover – EBIT</b>	An indicator of the ability to meet periodic interest payments from current profit (before interest expense). The level of interest cover gives a guide of how much room there is for interest payments to be maintained in the face of interest rate increases or reduced profitability.	> 2	EBIT divided by Gross Interest Expense
<b>Liquidity Ratio (Quick Ratio)</b>	This ratio is an indicator of whether an organisations current assets will be sufficient to meet their obligations when they become due.		Total liquid assets divided by current liabilities
<b>Net Debt</b>	The total debt of the organisation less any cash or cash equivalent assets.		Borrowings less Cash, Deposits and Short-term Investments
<b>Net financial assets</b>	Indicated the amount of liquid assets the organisation has after allowing for financial liabilities.		Total liquid assets less financial liabilities
<b>Net financial liabilities ratio</b>	Indicates the extent to which net liabilities can be met by operating income. A falling ratio indicates that the entity's capacity to meet its financial obligations from operating income is strengthening.	0 – (50%)	Liquid assets less total financial liabilities divided by total operating income
<b>Net working capital</b>	This ratio measures the difference between a company's current assets, like cash and accounts receivable and its current liabilities, like accounts payable.		Current assets less current liabilities
<b>Operating cost to rateable property</b>	This ratio measures the average operating costs of the council for each rateable property in the district.		Operating expenses plus finance costs divided by rateable properties per valuation roll
<b>Operating margin</b>	This ratio serves as an overall measure of operating effectiveness.	> 1.0	Operating Revenue divided by Operating Expenses

Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
<b>Operating surplus (deficit) or result from operations</b> <b>Net Operating Balance</b> <b>Underlying surplus/(deficit)</b> <b>Underlying Profit/(Loss)</b> <b>Underlying Result</b>	Summarises revenue transactions and expense transactions incurred in the same period of time and calculates the difference.		Operating Revenue less Operating Expenses
<b>Operating surplus ratio</b> <b>Underlying surplus ratio</b>	A positive result indicates a surplus with the larger the surplus the stronger the assessment of sustainability. However, too strong a result could disadvantage ratepayers. A negative result indicates a deficit which cannot be sustained in the long-term.	> 0	Net Operating surplus (deficit) divided by total operating revenue
<b>Own source revenue</b>	Represents revenue generated by an entity through its own operations. It excludes any external government funding, contributed assets and revaluation adjustments.		Total Revenue less Total Grant Revenue, Contributed Assets and Asset Revaluation Adjustments
<b>Rates per capita</b>	Measures rate revenue per head of population for the council.		Population of council area divided by rates revenue
<b>Rates per operating revenue</b>	Shows rate revenue as a proportion of total revenue for the council.		Total rates divided by operating revenue including interest income
<b>Rates per rateable property</b>	Measures the average rates per rateable property for the council.		Total rates revenue divided by rateable properties per valuation rolls

Measure	Explanation	Benchmark <sup>1</sup>	Method of calculation
<b>Return on assets</b>	Measures how efficiently management used assets to earn profit. If assets are used efficiently, they earn profit for the entity. The harder the assets work at generating revenues, and thus profit, the better the potential return for the owners.		EBIT divided by Average Total Assets
<b>Return on equity</b>	Measures the return the entity has made for the shareholders on their investment.		Result from Ordinary Activities after Taxation divided by Average Total Equity
<b>Self-financing ratio</b>	Is a measure of an entity's ability to fund the replacement of assets from cash generated from operations.		Net Operating Cash Flows divided by Operating Revenue
<b>Staff numbers FTEs</b>	As at the end of the reporting period the number of staff employed expressed as full-time equivalents.		Effective full time equivalents
<b>Solvency Ratio</b>	Provides an assessment of the likelihood of a company to continue congregating its debt obligations.	> 20%	After Tax Net Profit + Depreciation divided by Total liabilities

1. Benchmarks vary depending on the nature of the business being analysed. For the purposes of this Report, a single generic benchmark has been applied.
2. May vary in some circumstances because of different award entitlement.
3. Employee expenses include capitalised employee costs, where applicable, plus on-costs.

## 7. Glossary

### **Accountability**

The responsibility to provide information to enable users to make informed judgements about the performance, financial position, financing and investing, and compliance of the State entity.

### **Adverse opinion**

An adverse opinion is issued when the auditor, having obtained sufficient appropriate audit evidence, concludes that misstatements, individually or in the aggregate, are both material and pervasive to the financial report.

### **Amortisation**

The systematic allocation of the depreciable amount of an intangible asset over its useful life.

### **Asset**

A resource controlled by an entity as a result of past events, and from which future economic benefits are expected to flow to the entity.

### **Asset useful life**

The period over which an asset is expected to provide the entity with economic benefits. Depending on the nature of the asset, the useful life can be expressed in terms of time or output.

### **Asset valuation**

The fair value of an asset on a particular date.

### ***Audit Act 2008***

An Act of the State of Tasmania that:

- ensures that the State has an Auditor-General with the necessary functions, immunities and independence
- provides for the independent audit of the public sector and related entities.

### **Auditor's opinion (or Auditor's report)**

Written expression within a specified framework indicating the auditor's overall conclusion on the financial reports based on audit evidence obtained.

### **Borrowing costs**

Interest and other costs that an entity incurs in connection with the borrowing of funds.

### **Capital expenditure**

Amount capitalised to the Statement of Financial Position (also referred to as the balance sheet) for expenditure on or contributions by a State entity to major assets controlled or owned by the entity, including expenditure on:

- capital renewal of existing assets that returns the service potential or the life of the asset to that which it had originally been commissioned
- capital expansion which extends an existing asset at the same standard to a new group of users.

### **Capital grant**

Government funding provided to an agency for acquiring capital assets such as buildings, land or equipment.

### **Carrying amount**

The amount at which an asset is recognised after deducting any accumulated depreciation (amortisation) and accumulated impairment losses thereon.

### **Cash**

Cash on hand and demand deposits.

### **Cash equivalents**

Short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

### **Cash Flows**

Inflows and outflows of cash and cash equivalents.

### **Combined employee costs**

For the purpose of this Report, combined employee costs included wages, salaries, leave entitlements and on-costs, superannuation contributions made on behalf of employees and superannuation liability expenses relating to defined benefits schemes for which the Government is responsible.

### **Comprehensive result**

The overall net result of all items of income and expense recognised for the period. It is the aggregate of net surplus (deficit) or profit (loss) and other movements in equity.

### **Consolidated financial statements**

The financial statements of a group in which the assets, liabilities, equity, income, expenses and cash flows of the parent and its subsidiaries are presented as those of a single economic entity.

### **Contributed assets**

Assets, usually Property, plant and equipment, contributed to a State entity at no cost or are non- reciprocal.

### **Contributions from the State**

Transactions in which one State entity provides goods, services, assets (or extinguishes a liability) or labour to another State entity without receiving approximately equal value in return. Grants can either be of a current or capital nature.

### **Control**

An investor controls an investee when it is exposed, or has rights, to variable returns from its involvement with the investee and has the ability to affect those returns through its power over the investee.

### **Cost**

The amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction.

### **Current asset**

An asset that an entity:

- expects to realise or intends to sell or consume in its normal operating cycle
- holds primarily for the purpose of trading
- expects to realise within twelve months after the reporting period or
- is cash or a cash equivalent unless it is restricted from being exchanged or used to settle a liability for at least twelve months after the reporting period.

An entity shall classify all other assets as non-current.

### **Current liability**

A liability that an entity:

- expects to settle in its normal operating cycle
- it holds primarily for the purpose of trading
- is due to be settled within twelve months after the reporting period or
- does not have an unconditional right to defer settlement for at least twelve months after the reporting period.

An entity shall classify all other liabilities as non-current.

### **Deficit**

Total expenditure exceeds Total Revenue. Term is generally applied to results of not-for-profit entities. Equivalent term in the case of for-profit entities is a loss.

### **Depreciation**

The systematic allocation of the depreciable amount of an asset over its useful life.

### **Disclaimer of opinion**

A disclaimer of opinion is used when it is not possible for the auditor to form an opinion. This may occur in rare circumstances when the auditor is unable to obtain sufficient



appropriate audit evidence on which to base the opinion, and the auditor concludes that the possible effects on the financial report of undetected misstatements, if any, could be both material and pervasive.

### **Emphasis of matter**

An auditor's report can include an emphasis of matter paragraph that draws attention to a disclosure or item in the financial report that is relevant to the users of the report but is not of such nature that it affects the auditor's opinion (i.e. the auditor's opinion remains unmodified).

### **Employee benefits provision**

The liability recognised for employees' accrued service entitlements, including all costs related to employment consisting of wages and salaries, leave entitlements, redundancy payments and superannuation contributions.

### **Equity or net assets**

Residual interest in the assets of an entity after deduction of its liabilities. Where liabilities exceed assets, this gives rise to negative equity or net liabilities or accumulated deficits.

### **Expense**

Outflows or other depletions of economic benefits in the form of incurrence of liabilities or depletion of assets of the entity, other than those relating to contributions by owners, that results in a decrease in equity, or increase in a liability, during the reporting period.

### **Fair value**

The amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

### **Financial asset**

Any asset that is:

- cash
- an equity instrument of another entity
- a contractual right:
  - to receive cash or another financial asset from another entity or
  - to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity or
- a contract that will or may be settled in the entity's own equity instruments and is:
  - a non-derivative for which the entity is or may be obliged to receive a variable number of the entity's own equity instruments; or
  - a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

### **Financial liability**

Any liability that is:

- a contractual obligation:
  - to deliver cash or another financial asset to another entity or
  - to exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the entity or
- a contract that will or may be settled in the entity's own equity instruments and is:
  - a non-derivative for which the entity is or may be obliged to deliver a variable number of the entity's own equity instruments or
  - a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

### **Financial position**

The relationship of the assets, liabilities and equity of an entity, as reported in the Statement of Financial Position (balance sheet).

### **Financial report**

Structured representation of financial information, which usually includes accompanying notes, derived from accounting records and intended to communicate an entity's financial performance over a period of time and its economic resources or obligations at a point in time in accordance with a financial reporting framework.

### **Financial statements**

A complete set of financial statements comprises:

- a Statement of Financial Position as at the end of the period
- a Statement of Profit or Loss and Other Comprehensive Income for the period
- a Statement of Changes in Equity for the period
- a Statement of Cash Flows for the period
- Notes, comprising a summary of significant accounting policies and other explanatory information
- comparative information in respect of the preceding period
- a Statement of Financial Position as at the beginning of the preceding period when an entity applies an accounting policy retrospectively or makes a retrospective restatement of items in its financial statements, or when it reclassifies items in its financial statements.

An entity may use titles for the statements other than those used in the relevant accounting standard. For example, an entity may use the title 'Statement of Comprehensive Income' instead of 'Statement of Profit or Loss and Other Comprehensive Income'.

### **Financial sustainability**

An entity's ability to manage financial resources so it can meet its spending commitments both at present and into the future.

### **Financial year**

The period of 12 months for which a financial report is prepared.

### **For-profit entity**

An entity whose principal objective is the generation of profit. A for-profit entity can be a single entity or a group of entities comprising the parent entity and each of the entities that it controls.

### **Future economic benefit**

The potential to contribute, directly or indirectly, to the flow of cash and cash equivalents to the entity. The potential may be a productive one that is part of the operating activities of the entity. It may also take the form of convertibility into cash or cash equivalents or a capability to reduce cash outflows.

### **General purpose financial report**

A financial report intended to meet the information needs common to users who are unable to command the preparation of reports tailored so as to satisfy, specifically, all of their information needs.

### **Going concern**

An entity which is expected to be able to pay its debts as and when they fall due, and continue in operation for the foreseeable future without any intention or necessity to liquidate or otherwise wind up its operations.

### **Governance**

The control arrangements in place at an entity that are used to govern and monitor its activities in order to achieve its strategic and operational goals.

### **Impairment loss**

The amount by which the carrying amount of an asset exceeds its recoverable amount.

### **Independent auditor's report**

An expression of the independent auditor's opinion on an entity's financial report.

### **Intangible asset**

An identifiable non-monetary asset without physical substance.

### **Investment**

The expenditure of funds intended to result in medium to long-term service and/or financial benefits arising from the development and/or use of infrastructure assets by either the public or private sectors.

### **Liability**

A present obligation of the entity arising from past events, the settlement of which is expected to result in an outflow of resources from the entity.

### **Loss**

Total expenditure exceeds total revenue. Term is generally applied to results of for-profit entities. Equivalent term in the case of not-for-profit entities is a deficit.

### **Material**

Omissions or misstatements of items are material if they could, individually or collectively, influence the economic decisions that users make on the basis of the financial statements. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances. The size or nature of the item, or a combination of both, could be the determining factor.

### **Materiality**

Information is material if its omission or misstatement could influence the economic decisions of users taken on the basis of the financial report.

### **Modified audit opinion**

The Auditing Standards establish three types of modified opinions, namely, a qualified opinion, an adverse opinion, and a disclaimer of opinion. The decision regarding which type of modified opinion is appropriate depends upon:

- the nature of the matter giving rise to the modification, that is, whether the financial report is materially misstated or, in the case of an inability to obtain sufficient appropriate audit evidence, may be materially misstated and
- the auditor's judgement about the pervasiveness of the effects or possible effects of the matter on the financial report.

### **Non-financial asset**

Physical assets such as land, buildings and infrastructure.

### **Not-for-profit entity**

An entity whose principal objective is not the generation of profit. A not-for-profit entity can be a single entity or a group of entities comprising the parent entity and each of the entities that it controls.

### **Operating cycle**

The time between the acquisition of assets for processing and their realisation in cash or cash equivalents.

### **Profit**

Total revenue exceeds total expenditure. Term is generally applied to results of For-profit entities. Equivalent term in the case of not-for-profit entities is a surplus.

### **Property, plant and equipment**

Tangible items that:

- are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes and
- are expected to be used during more than one period.

### **Public sector entity**

A department; a public hospital; a local government; a statutory body; an entity controlled by one, or more than one department, public hospital, local government or statutory body; or an entity controlled by a public sector entity.

### **Qualified audit opinion**

A qualification is issued when the auditor concludes that an unqualified opinion cannot be expressed due to one of the following reasons:

The auditor, having obtained sufficient appropriate audit evidence, concludes that misstatements, individually or in the aggregate, are material, but not pervasive, to the financial report or

The auditor is unable to obtain sufficient appropriate audit evidence on which to base the opinion, but the auditor concludes that the possible effects on the financial report of undetected misstatements, if any, could be material but not pervasive.

A qualified opinion shall be expressed as being except for the effects of the matter to which the qualification relates.

### **Relevant**

Measures or indicators used by an entity are relevant if they have a logical and consistent relationship to an entity's objectives and are linked to the outcomes to be achieved.

### **Revaluation**

Recognising a reassessment or restatement of values for assets or liabilities at a particular point in time.

### **Revenue**

Inflows of funds or other enhancements or savings in outflows of service potential, or future economic benefits in the form of increases in assets or reductions in liabilities of the entity, other than those relating to contributions by owners which result in an increase in equity during the reporting period.

### **Special purpose financial statements**

A financial report intended to only meet the information needs of specific users who are able to command the preparation of reports tailored so as to satisfy, specifically, all of their information needs.

### State entity

A body, whether corporate or unincorporated, that has a public function to exercise on behalf of the State or is wholly owned by the State, as defined under the Audit Act 2008, including:

- an agency
- a council
- a Government Business Enterprise
- a State Owned Corporation
- a State authority that is not a Government Business Enterprise
- the council, board, trust or trustees, or other governing body (however designated) of, or for, a corporation, body of persons or institution, that is or are appointed by the Governor or a Minister of the Crown
- a body or authority referred to in section 21, established under section 29 or 30, or continued under section 326, of the *Local Government Act 1993*
- the Corporation incorporated under section 5 of the *Water and Sewerage Corporation Act 2012*
- a body or authority in respect of which the Treasurer has made a determination under section 32A.

### State owned corporation

A company incorporated under the Corporations Act which is controlled by:

- the Crown
- a State authority
- another company which is itself controlled by the Crown or a State authority.

### Surplus

Total revenue exceeds total expenditure. Term is generally applied to results of not-for-profit entities. Equivalent term in the case of for-profit entities is a profit.

### Underlying Result

Underlying surplus or deficit is the amount that is the recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) of a council for a financial year less the recurrent expenses of the council for the financial year’.

In some cases the operating result and the underlying result will be the same if there was not any non-recurrent income to adjust for.

Further details on the calculation of the underlying result for a council can be found on the Tasmanian Audit Office website: <https://www.audit.tas.gov.au/wp-content/uploads/Guidance-revised-to-local-government-councils-on-calculating-underlying-result.pdf>.

### **Unqualified audit opinion – financial report**

A positive written expression provided when the financial report has been prepared and presents fairly the transactions and balances for the reporting period in accordance with the requirements of the relevant legislation and Australian accounting standards.

Also referred to as a clear audit opinion.

### **Unrestricted Cash**

Cash less cash subject to external restrictions, unexpended specific purpose grants and grant funds received in advance.

### **Value in use**

The present value of future cash flows expected to be derived from an asset or cash generating unit, where they are held primarily for their ability to generate net cash inflows.

## 8. Acronyms and abbreviations

Audit Act	<i>Audit Act 2008</i>
EBIT	Earnings Before Interest and Tax
FTE	Full Time Equivalent
Report	<i>Audit of State entities and audited subsidiaries of State Entities, 31 December 2020 and 30 June 2021</i>





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