



Report on Performance 2014-15

AUDITOR GENERAL
OF NEW BRUNSWICK



VÉRIFICATEUR GÉNÉRAL
DU NOUVEAU-BRUNSWICK

Statement of Responsibility

This Report reflects the performance of my Office for the year ended March 31, 2015. It was prepared under my direction. I am accountable for the results achieved, for the selection of performance indicators and for how performance has been reported.

My Office is undergoing relevant changes given the 2014 AG Act amendment and 2014-2020 Strategic Plan. Strategic initiatives and other changes resulting from these two events will continue to be implemented over the remainder of my mandate to 2020. However, I remain concerned about constraints imposed upon my Office's operations given its small budget of \$2.1 million.

This Report presents a comprehensive picture of the Office's actual performance. The report includes estimates and interpretive statements that represent the best judgment of management. The performance indicators reported are consistent with the Office's mission, goals and objectives, and focus on aspects critical to understanding the performance of the Office.

I am responsible for ensuring that the Office's performance information is measured accurately and in a timely manner. Any significant limitations in the reliability of the performance data have been identified and explained.

This performance report has been prepared following the guidelines established in the Statement of Recommended Practice 2 (SORP-2) on public performance reporting issued by the Public Sector Accounting Board.



Kim MacPherson, CPA, CA
Auditor General

Introduction

The Auditor General of New Brunswick (AGNB)'s mission is to provide objective, reliable and timely information to the Legislative Assembly on government's performance in its delivery of programs and services to the people of New Brunswick.

This Report measures our performance according to performance indicators linked to our strategic plan and to the requirements of our legislation. We believe these indicators should help readers assess the productivity and quality of our work. Our 2014-15 audited AGNB financial statements are also included in this Report.

Strategic Initiatives

Our 2014-2020 strategic plan is a seven-year plan which we are in the process of implementing. This Report presents the start of our work under the Office's new strategic plan. In future, as we continue to implement the strategic plan, we will be working to develop and update this report format, as well as related performance targets and indicators.

Performance indicator	Current year results 2015	Prior year	Prior year results
1. MLA perception, as determined by survey	Overall survey satisfaction rate of 90%	2014 2012 2009 2008 2004	100% 96% 88% 87% 87%
2. Auditee perception, as determined by survey	Overall satisfaction rate of 84%	2014 2013 2012 2009 2007 2006	87% 96% 92% 81% 80% 84%
3. Percentage of performance audit recommendations accepted and 4. Percentage of performance audit recommendations implemented	70% of 2011, 2012 and 2013 recommendations implemented	2014	69% of 2010, 2011 and 2012 recommendations implemented
5. Employee perception, as determined by survey	Survey not conducted in 2015.	2012 2010 2007 2004	65% 69% 70% 66%
6. Completion of audits on time	Overall 62% success rate	2014 2013 2012 2011	44% 63% 69% 78%
7. Use of our time, focusing on the percentage of time spent on audit work	Allocation of working hours is broken down as follows: <ul style="list-style-type: none"> • Financial and performance audits - 68% • Professional development and training - 5% • Audit office admin & support activities - 27% 	2014 2013 2012 2011 2010 2009	69%, 6%, 25% 68%, 9%, 23% 66%, 8%, 26% 63%, 7%, 30% 64%, 9%, 27% 65%, 8%, 27%
8. Staff cost of our audits	\$1,321,000 represents the approximate annual staff cost of significant audit projects as follows:	2014	\$1,380,000
	* Performance Audit Projects \$423,000	2014	\$479,000
	* Financial Audits: <ul style="list-style-type: none"> • Province of New Brunswick \$402,000 • Crown agencies \$354,000 • Cost Shared Claims \$44,000 	2014 2014 2014	\$348,000 \$367,000 \$87,000
	* Annual Report Preparation \$98,000	2014	\$99,000

Performance Measures - Highlights

MLA survey

The results from our survey of MLAs who sit on the Public Accounts Committee and Crown Corporations Committee indicate a 90% satisfaction rate. Overall, our work appears to meet their needs and seems useful in their role of holding departments and Crown agencies accountable. As this represents a decrease from the prior year's satisfaction rate of 100%, we will continue our work with the committees and focus on improved strategic communication strategies as outlined in our strategic plan.

Auditee survey

Our auditee satisfaction rate declined slightly from 87% in 2014 to 84% in 2015. A key theme from our auditee survey is that our auditees would appreciate greater timeliness in our reporting. While some aspects of this concern are beyond our control given our financial and human resource constraints, we will continue to address this concern by continuing to reporting publicly more than once per year.

Prior year recommendations accepted and implemented

Our rate of recommendations accepted and implemented rose slightly from 69% in our 2014 Report to 70% in 2015. This implementation rate is stable but far from our goal of 100%. Please refer to Volume IV, Chapter 4 of our 2015 Report for further information on implementation of prior year recommendations or consult our web site at www.agnb-vgnb.ca. To facilitate work of the Committees, we have added a "heat map" to our web site to be able to show the urgency with which departments respond to our recommendations.

Employee perception survey

We periodically conduct our employee perception survey to gain employee feedback on the quality of work life, communication and career development. We will be performing this survey next in 2016 to obtain more up to date information and are committed to making improvements where possible to improve staff satisfaction with our workplace.

Completion of audits on time

We are pleased to see an increase in the percentage of audits completed on time from 44% in our 2014 Report to 62% in 2015, however we are still not at our goal of 100%. One of our office strengths is being a low cost audit service provider for government. Our small office has been challenged by ever growing demands of complex issues on large audits (i.e. Province of New Brunswick), more rigorous timelines and new audits. While some factors were beyond our control, including staff turnover which created challenging vacancies, we are committed to improving this percentage in future. We will do this through implementing our new strategic plan in focusing the Office's work on areas of greatest value to our stakeholders, and aligning our work schedule accordingly.

Use of our time and staff cost of our audits

As a result of the Office's focus in 2014-15 on strategic planning initiatives and our Act update, our percentage of time spent on administrative and support activities increased slightly this year.

Also, due to complex issues regarding pension accounting, staff cost for the audit of the Province of New Brunswick increased. Staff cost for performance audit work decreased due to staff turnover and unplanned vacant positions. As well, the office performed fewer audits on cost shared claims and our time spent in this area decreased accordingly.

Independent Auditor's Report of the Office Financial Statements

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INDEPENDENT AUDITOR'S REPORT

To the Speaker of the Legislative Assembly

Report on the financial statements

We have audited the accompanying financial statements of the Office of the Auditor General of New Brunswick, which comprise the statement of financial position as at March 31, 2015 and the statements of operations for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Office of the Auditor General of New Brunswick as at March 31, 2015, the results of its operations, for the year then ended in accordance with Canadian public sector accounting standards.

Fredericton, NB
June 17, 2015

Chartered Professional Accountants

Statement of Financial Position

March 31, 2015

	2015	2014
Financial Assets		
Petty cash	\$ 50	\$ 50
Working capital advance (Note 4)	64,367	202,623
Accounts receivables	105,941	2,021
Accrued recoveries receivable	36,378	71,684
	<u>206,736</u>	<u>276,378</u>
Liabilities		
Payables and accrued liabilities	147,265	227,604
Accrued salary and benefits	68,887	61,389
	<u>216,152</u>	<u>288,993</u>
Net debt	<u>(9,416)</u>	<u>(12,615)</u>
Non-financial Assets		
Prepaid expenses	9,416	12,615
Accumulated Surplus	<u>\$ -</u>	<u>\$ -</u>

Statement of Financial Operations

Year ended March 31

	2015 Budget	2015 Actual	2014 Actual
Expenses			
Personnel services	\$ 1,959,361	\$ 1,771,460	\$ 1,827,008
Other services	293,689	361,204	393,412
Materials and supplies	9,450	17,333	6,406
Property and equipment	15,500	43,026	11,280
	<u>\$ 2,278,000</u>	<u>\$ 2,193,023</u>	<u>\$ 2,238,106</u>
Recoveries	<u>(200,000)</u>	<u>(187,187)</u>	<u>(199,567)</u>
	<u>\$ 2,078,000</u>	<u>\$ 2,005,836</u>	<u>\$ 2,038,539</u>
Government contributions (Note 3)	<u>(2,078,000)</u>	<u>(2,005,836)</u>	<u>(2,038,539)</u>
Surplus/deficit	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to the financial statements.

Approved on behalf of the Office

Kimi MacPherson

Statement of Cash Flows

Year ended March 31

	2015	2014
Cash and Cash Equivalents Generated by (Used In):		
Operating Activities		
Annual (Deficit) Surplus	\$ -	\$ -
Changes in Non-Cash Working Capital		
(Increase) in accounts receivable	(103,920)	(2,021)
Decrease in prepaid expenses	3,199	4,167
Decrease in accrued recoveries receivable	35,306	10,260
(Decrease) increase in payables and accrued liabilities	(80,339)	26,765
Increase in accrued salary and benefits	7,498	5,670
(Decrease) increase in Cash and Cash Equivalents	(138,256)	44,841
Cash and Cash Equivalents, Beginning of Year	02,673	157,832
Cash and Cash Equivalents, End of Year	64,417	\$ 202,673
Cash and Cash Equivalents is represented by:		
Petty Cash	50	50
Working Capital Advance	64,367	202,623
	\$ <u>64,417</u>	\$ <u>202,673</u>

Statement of Change in Net Debt

Year ended March 31

	2015	2014
Net Debt, Beginning of the Year	\$ (12,615)	\$ (16,782)
Annual (Deficit) Surplus	-	-
Net Change in Prepaid Expenses	3,199	4,167
Net Debt, End of the Year	\$ (9,416)	\$ (12,615)

See accompanying notes to the financial statements.

Notes to the Financial Statements

1. Nature of Operations

The Office of the Auditor General is an office of the New Brunswick Legislative Assembly. The Office is not subject to income taxes because it is a public sector entity. The mandate and authorities of the Office are provided by the *Auditor General Act*.

2. Summary of Significant Accounting Policies

These financial statements have been prepared in accordance with Canadian public sector accounting standards.

- Asset Classification* – Assets are classified as either financial or non-financial. Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not to be consumed in the normal course of operations. Non-financial assets are acquired, constructed or developed assets that do not provide resources to discharge existing liabilities but are employed to deliver services, may be consumed in normal operations and are not for resale. Non-financial assets of the Office include prepaid expenses.
- Measurement Uncertainty* – The presentation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from those reported.
- Recoveries* – The Office recognizes recoveries of professional costs when they are earned; specifically when all of the following conditions are met:
 - Services are provided;
 - There is clear evidence that an arrangement exists;
 - Amounts are fixed or can be determined; and
 - The ability to collect is reasonably assured.
- Harmonized Sales Tax* – The Office does not record Harmonized Sales Tax (HST) in its financial statements because the Federal portion of all HST paid is reimbursed to the Province of New Brunswick, and the provincial portion of HST is not levied by the Province on its own entities.
- Tangible capital assets* – The Office has adopted the policy of expensing assets acquired with an individual value of \$10,000 or less. Accordingly, there are no tangible capital assets to record or amortize.

- f) *Cash and cash equivalents*– Cash and cash equivalents consists of the office petty cash float and the working capital advance.

3. Government Contributions

The Office is funded through annual budgetary appropriations approved by the Legislative Assembly. The appropriation represents the government contributions which are applied to expenses of the Office. In addition, there are reimbursements from government for certain payroll-related costs. Any unused appropriation cannot be carried forward for use in subsequent years..

Budget 2014-2015 as approved	\$2,078,000
Unused appropriation	72,164
Net government contributions 2014-2015	<u>\$2,005,836</u>

4. Cash and Cash Equivalents

The Office, similar to many Crown entities maintains no separate bank account and uses instead the Province’s bank account to receive funds and pay invoices. The working capital figure represents the net balance of the Office’s assets less liabilities. As described in note 3 the year end surplus or deficit lapses and is not carried forward to subsequent years.

Cash and Cash Equivalents	2015	2014
Petty Cash	\$ 50	\$ 50
Working Capital Advance	64,367	202,623
	<u>\$64,417</u>	<u>\$202,673</u>

5. Related Party Transactions

The Office of the Auditor General is related to the Government of New Brunswick and its departments and agencies. The Office’s sources of funding are through payment of its expenses by the government and the recovery of certain audit work performed. The Office recovered professional costs and made certain purchases through other government departments and agencies in the normal course of its business.

Translation, printing, and certain information technology services are provided by the government to the Office in the normal course of operations and are accounted for within these financial statements at arm’s length amounts. However, government provides office space, funds the Office’s external auditor fee and absorbs the Office’s employer cost of various employee benefit plans, the effect of which has not been calculated or recorded in these financial statements.

6. Employee Future Benefit Plans

- (a) *Pension Plan* – The Province of New Brunswick made changes to the New Brunswick Public Service Superannuation Plan in 2014. The previous multi-employer defined benefit pension plan has since changed to a shared risk plan, Public Service Shared Risk Plan (PSSRP). Effective January 1, 2014, all permanent employees of the Office of the Auditor General are required to participate in this new plan. The plan is funded by the employee and government contributions. The Office is not responsible for any unfunded liability with respect to its employee pensions. The Office’s costs and liability related to employee pensions are not included as part of the Office budget and are recorded by government in its financial statements.
- (b) *Retirement Allowance Plan* – In prior years the Province of New Brunswick made changes to its retirement allowance program whereby management and non-union employees of the Office will no longer accumulate retirement allowance credits. Employees who were participating in this program were offered a choice of pay-out in lieu of a retirement allowance or, for those with more than five years of service, an option to defer the pay-out until retirement. The Office’s costs and liability associated with the plan at March 31, 2015 are limited to employees who opted to defer the pay-out to retirement. These amounts are not included as part of the Office budget and are recorded by government in its financial statements.

7. Financial Instruments

The Office’s financial instruments consist of accounts receivable, accrued recoveries receivable, working capital advance and payables and accrued liabilities. It is management’s opinion that the Office is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximates their carrying value.