



Adjunct Professor Annette Solman  
Chief Executive  
Health Education and Training Institute  
Locked Bag 5022  
GLADESVILLE NSW 1675

Contact: Weini Liao  
Phone no: 02 9275 7432  
Our ref: D1535507/1610

21 September 2015

Dear Adjunct Professor Solman

## **STATUTORY AUDIT REPORT**

**for the year ended 30 June 2015**

### **Health Education and Training Institute Special Purpose Service Entity**

I have audited the financial statements of Health Education and Training Institute Special Purpose Service Entity (the Entity) as required by the *Public Finance and Audit Act 1983* (PF&A Act). This Statutory Audit Report outlines the results of my audit for the year ended 30 June 2015, and details matters I found during my audit that are relevant to you in your role as one of those charged with the governance of the Entity. The PF&A Act requires that I send this report to the Entity, the Minister and the Treasurer.

This report is not the Independent Auditor's Report, which expresses my opinion on the Entity's financial statements. I enclose the Independent Auditor's Report, together with the Entity's financial statements.

My audit is designed to obtain reasonable assurance the financial statements are free from material misstatement. It is not designed to identify and report all matters you may find of governance interest. Therefore, other governance matters may exist, which have not been reported to you.

My audit is continuous. If I identify further significant matters, I will report these to you immediately.

### **Audit Result**

I expressed an unmodified opinion on the Entity's financial statements and I have not identified any significant matters since my previous Statutory Audit Report.

## **Misstatements in the Financial Statements**

I have certain obligations for reporting misstatements:

- the PF&A Act requires agencies to obtain the Auditor-General's approval for all changes to the financial statements originally submitted for audit. The more significant/material changes will be reported in the Statutory Audit Report
- the Auditing Standards require me to bring matters of governance interest and significant misstatements identified during the audit to the attention of those charged with governance
- where misstatements resulted from, or were not detected because of failures in internal controls and/or systemic deficiencies which pose a significant risk to the Entity, I will report these in accordance with my statutory obligations.

The financial statements did not contain any significant monetary misstatements or disclosure deficiencies.

## **Compliance with Legislative Requirements**

My audit procedures are targeted specifically towards forming an opinion on the Entity's financial statements. This includes testing whether the Entity has complied with legislative requirements that may materially impact on the financial statements. The results of the audit are reported in this context.

My testing did not identify any reportable instances of non-compliance with legislative requirements.

## **Auditor-General's Report to Parliament**

Volume Ten of the 2015 Auditor-General's Report to Parliament will incorporate the results of the audit.

## **Acknowledgment**

I thank the staff of the Entity for their courtesy and assistance.

Yours sincerely



Weini Liao  
Director, Financial Audit Services



## INDEPENDENT AUDITOR'S REPORT

### Health Education and Training Institute Special Purpose Service Entity

To Members of the New South Wales Parliament

I have audited the accompanying financial statements of Health Education and Training Institute Special Purpose Service Entity (the Entity), which comprise the statement of financial position as at 30 June 2015, the statement of comprehensive income, statement of changes in equity, statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information of the Entity.

### Opinion

In my opinion the financial statements:

- give a true and fair view of the financial position of the Entity as at 30 June 2015, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- are in accordance with section 45E of the *Public Finance and Audit Act 1983* (PF&A Act) and the Public Finance and Audit Regulation 2015.

My opinion should be read in conjunction with the rest of this report.

### Chief Executive's Responsibility for the Financial Statements

The Chief Executive is responsible for preparing financial statements that give a true and fair view in accordance with Australian Accounting Standards and the PF&A Act, and for such internal control as the Chief Executive determines is necessary to enable the preparation of financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I conducted my audit in accordance with Australian Auditing Standards. Those standards require that I comply with relevant ethical requirements relating to audit engagements 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 an 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 of the financial statements that give a true and fair view 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.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

My opinion does *not* provide assurance:

- about the future viability of the Entity
- that it carried out its activities effectively, efficiently and economically
- about the effectiveness of the internal control
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about other information that may have been hyperlinked to/from the financial statements.

## **Independence**

In conducting my audit, I have complied with the independence requirements of the Australian Auditing Standards and relevant ethical pronouncements. The PF&A Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of public sector agencies, but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by the possibility of losing clients or income.



Weini Liao  
Director, Financial Audit Services

21 September 2015  
SYDNEY

Annual Financial Statements

of

Health Education and Training Institute Special Purpose Service Entity

for the year ended 30 June 2015

**Health Education and Training Institute Special Purpose Service Entity**  
**Certification of the Financial Statements**  
**for the year ended 30 June 2015**

I state, pursuant to Section 45F of the *Public Finance and Audit Act 1983*:

- 1) The financial statements of the Health Education and Training Institute Special Purpose Service Entity for the year ended 30 June 2015 have been prepared in accordance with:
  - a) Australian Accounting Standards (which include Australian Accounting Interpretations)
  - b) the requirements of the *Public Finance and Audit Act 1983*, the *Public Finance and Audit Regulations 2015* and the Treasurer's Directions.
- 2) The financial statements exhibit a true and fair view of the financial position and the financial performance of the Health Education and Training Institute Special Purpose Service Entity; and
- 3) There are no circumstances which would render any particulars in the financial statements to be misleading or inaccurate.



Adjunct Professor Annette Solman  
**Chief Executive**  
21 September 2015

**Health Education and Training Institute Special Purpose Service Entity  
Statement of Comprehensive Income for the year ended 30 June 2015**

	<b>Actual</b>	<b>Actual</b>
	<b>2015</b>	<b>2014</b>
	<b>\$000</b>	<b>\$000</b>
<b>Revenue</b>		
Personnel Services	16,102	14,530
Acceptance by the Crown Entity of Employee Benefits	1,243	832
<b>Total Revenue</b>	<b>17,345</b>	<b>15,362</b>
<b>Expenses</b>		
Salaries and Wages	12,473	11,836
Overtime	1	-
Penalties	5	2
Defined Benefit Superannuation	57	75
Defined Contribution Superannuation	1,148	955
Long Service Leave	1,262	816
Annual Leave	1,157	1,029
Sick Leave and Other Leave	909	589
Redundancies	286	-
Workers Compensation Insurance	47	60
Fringe Benefits Tax	-	-
<b>Total Expenses</b>	<b>17,345</b>	<b>15,362</b>
<b>Net Result</b>	<b>-</b>	<b>-</b>
<b>Other Comprehensive Income</b>	<b>-</b>	<b>-</b>
<b>Total Comprehensive Income</b>	<b>-</b>	<b>-</b>

*The accompanying notes form part of these Financial Statements.*

**Health Education and Training Institute Special Purpose Service Entity**  
**Statement of Financial Position as at 30 June 2015**

	Notes	Actual 2015 \$000	Actual 2014 \$000
<b>ASSETS</b>			
<b>Current Assets</b>			
Receivables	2	2,142	1,901
<b>Total Current Assets</b>		<b>2,142</b>	<b>1,901</b>
<b>Non-Current Assets</b>			
Receivables	2	18	7
<b>Total Non-Current Assets</b>		<b>18</b>	<b>7</b>
<b>Total Assets</b>		<b>2,160</b>	<b>1,908</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Payables	3	526	471
Provisions	4	1,616	1,430
<b>Total Current Liabilities</b>		<b>2,142</b>	<b>1,901</b>
<b>Non-Current Liabilities</b>			
Provisions	4	18	7
<b>Total Non-Current Liabilities</b>		<b>18</b>	<b>7</b>
<b>Total Liabilities</b>		<b>2,160</b>	<b>1,908</b>
<b>Net Assets</b>		<b>-</b>	<b>-</b>
<b>EQUITY</b>			
Accumulated funds		-	-
<b>Total Equity</b>		<b>-</b>	<b>-</b>

*The accompanying notes form part of these Financial Statements*



**Health Education and Training Institute Special Purpose Service Entity  
Statement of Changes in Equity for the year ended 30 June 2015**

	<b>Actual</b>	<b>Actual</b>
	<b>2015</b>	<b>2014</b>
	<b>\$000</b>	<b>\$000</b>
Balance at 1 July	-	-
Result for the Year	-	-
Total comprehensive income for the year	-	-
Balance at 30 June	<u>-</u>	<u>-</u>

*The accompanying notes form part of these Financial Statements*

**Health Education and Training Institute Special Purpose Service Entity  
Statement of Cash Flows for the year ended 30 June 2015**

	<b>Actual</b>	<b>Actual</b>
	<b>2015</b>	<b>2014</b>
	<b>\$000</b>	<b>\$000</b>
Net Cash Flows from Operating Activities	-	-
Net Cash Flows from Investing Activities	-	-
Net Cash Flows from Financing Activities	-	-
Net Increase/(Decrease) in Cash	-	-
Opening Cash and Cash equivalents	-	-
Closing Cash and Cash Equivalents	-	-

*The Health Education and Training Institute Special Purpose Service Entity does not hold any cash or cash equivalent assets and therefore there are nil cash flows.*

*The accompanying notes form part of these Financial Statements.*

**Health Education and Training Institute Special Purpose Service Entity**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2015**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**a) The Health Education and Training Institute Special Purpose Service Entity**

The Health Education and Training Institute Special Purpose Service Entity (the Entity) is a Division of the NSW Health Service, established pursuant to section 116(4) of the Health Services Act 1997. It is a not-for-profit Entity as profit is not its principal objective.

The Entity is controlled by the Health Education and Training Institute and it is also consolidated as part of the financial statements prepared for both the Ministry of Health and the NSW Total State Sector Accounts.

The Entity's objective is to provide personnel services to the Health Education and Training Institute.

The financial statements were authorised for issue by the Chief Executive on 21 September 2015

**b) Basis of Preparation**

The Entity's financial statements are general purpose financial statements and have been prepared on an accrual basis, in accordance with applicable Australian Accounting Standards which include Australian Accounting Interpretations. The statements have been prepared in accordance with the Public Finance and Audit Act 1983, the Public Finance and Audit Regulation 2015 and Treasurer's Directions.

Generally, the historical cost basis of accounting has been adopted and the financial statements do not take into account changing money values or current valuations. However, certain provisions are measured at fair value. See Note (1)(g).

Judgments, key assumptions and estimates are disclosed in the relevant notes to the financial statements.

All amounts are rounded to the nearest one thousand dollars and are expressed in Australian currency.

**Statement of Compliance**

The Entity's financial statements and notes comply with Australian Accounting Standards which include Australian Accounting Interpretations.

**c) Income**

Income is measured at the fair value of the consideration received or receivable. Revenue from the rendering of personnel services is recognised when the service is provided and only to the extent that the associated recoverable expenses are recognised.

**d) Receivables**

Receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. These financial assets are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method, less an allowance for any impairment of receivables. Any changes are accounted for in the net result for the year when impaired, derecognised or through the amortisation process.

Short term receivables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

**Health Education and Training Institute Special Purpose Service Entity**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2015**

**e) De-recognition of Financial Assets and Financial Liabilities**

A financial asset is derecognised when the contractual rights to the cash flows from the financial assets expire; or if the entity transfers the financial asset:

- \* where substantially all the risks and rewards have been transferred; or
- \* where the Entity has not transferred substantially all the risks and rewards; or
- \* if the Entity has not retained control.

Where the Entity has neither transferred nor retained substantially all the risks and rewards or transferred control, the asset is recognised to the extent of the Entity's continuing involvement in the asset.

A financial liability is derecognised when the obligation specified in the contract is discharged or cancelled or expires.

**f) Payables**

Payables include accrued wages, salaries and related on costs (such as payroll deduction liability, fringe benefits tax and workers' compensation insurance) where there is certainty as to the amount and timing of settlement.

Payables are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method. Short term payables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

Payables are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the entity.

**g) Employee Benefits**

**i) Salaries and Wages, Annual Leave, Sick Leave and On-Costs**

Salaries and wages (including non-monetary benefits) and paid sick leave that are expected to be settled wholly within 12 months after the end of the period in which the employees render the service are recognised and measured at the undiscounted amounts of the benefits.

Annual leave is not expected to be settled wholly before twelve months after the end of the annual reporting period in which the employees render the related service. As such, it is required to be measured at present value in accordance with AASB 119 Employee Benefits (although short-cut methods are permitted). Actuarial advice obtained by Treasury has confirmed that the use of a nominal approach plus the annual leave on annual leave liability can be used to approximate the present value of the annual leave liability. On-costs of 15.3% are applied to the value of leave payable at 30 June 2015 (comparable on-costs for 30 June 2014 were 15.1%). The Entity has assessed the actuarial advice based on the Entity's circumstances and has determined that the effect of discounting is immaterial to annual leave.

Unused non-vesting sick leave does not give rise to a liability as it is not considered probable that sick leave taken in the future will be greater than the benefits accrued in the future.

**Health Education and Training Institute Special Purpose Service Entity**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2015**

**ii) Long Service Leave and Superannuation**

The Entity's liability for Long Service Leave and defined benefit superannuation (State Authorities Superannuation Scheme and State Superannuation Scheme) are assumed by the Crown Entity. The Entity accounts for the liability as having been extinguished resulting in the amount assumed being shown as part of the non-monetary revenue item described as 'Acceptance by the Crown Entity of employee benefits.'

Specific on-costs relating to Long Service Leave assumed by the Crown Entity are borne by the entity as shown in Note 4.

Long Service Leave is measured at present value in accordance with AASB 119, Employee Benefits. This is based on the application of certain factors (specified in NSW Treasury Circular 15/09) to employees with five or more years of service, using current rates of pay. These factors were determined based on an actuarial review to approximate present value.

The superannuation expense for the year is determined by using the formulae specified in the NSW Health Ministry Directions. The expense for certain superannuation schemes (i.e. Basic Benefit and Superannuation Guarantee Charge) is calculated as a percentage of the employees' salary. For other superannuation schemes (i.e. State Superannuation Scheme and State Authorities Superannuation Scheme), the expense is calculated as a multiple of the employees' superannuation contributions.

**iii) Consequential On-Costs**

Consequential costs to employment are recognised as liabilities and expenses where the employee benefits to which they relate have been recognised. This includes outstanding amounts of workers' compensation insurance premiums and fringe benefits tax.

**h) New Australian Accounting Standards Issued But Not Effective**

**(i) Effective for the first time in 2014-15**

The accounting policies applied in 2014-15 are consistent with those of the previous financial year.

**(ii) Issued but not yet effective**

NSW public sector entities are not permitted to early adopt new Australian Accounting Standards, unless Treasury determines otherwise. The following new Australian Accounting Standards, excluding standards not considered applicable or material to NSW Health, have not been applied and are not yet effective. The possible impact of these Standards in the period of initial application includes:

AASB 9, Financial Instruments, has application from 1 January 2018. The standard is to establish principles for the financial reporting of financial assets and financial liabilities that will present relevant and useful information to users of financial statements for their assessment of the amounts, timing and uncertainty of an entity's future cash flows.

AASB 2010-7, regarding Financial Instruments has mandatory application from 1 July 2015 and comprises changes to improve and simplify the approach for classification and measurement of financial assets. The change is not expected to materially impact the financial statements.

**Health Education and Training Institute Special Purpose Service Entity**  
**Notes to and forming part of the Financial Statements**  
**for the year ended 30 June 2015**

AASB 2015-01, Amendments to Australian Accounting Standards – Annual Improvements to Australian Accounting Standards 2012–2014 Cycle [AASB 1, AASB 2, AASB 3, AASB 5, AASB 7, AASB 11, AASB 110, AASB 119, AASB 121, AASB 133, AASB 134, AASB 137 & AASB 140]. This has application from 1 January 2016.

AASB 2015-02, Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, AASB 101, AASB 134 & AASB 1049] require entities to disclose significant accounting policies and other explanatory information in a more detailed manner rather than a summary as previously done. This application takes place from 1 January 2016.

**Health Education and Training Institute Special Purpose Service Entity**  
**Notes to and forming part of the Financial Statements for the year ended 30 June 2015**

	<b>Actual</b>	<b>Actual</b>
	<b>2015</b>	<b>2014</b>
	<b>\$000</b>	<b>\$000</b>
<b>2. RECEIVABLES</b>		
<b>Current</b>		
Accrued Income - Personnel Services Provided	2,142	1,901
<b>Non-Current</b>		
Accrued Income - Personnel Services Provided	18	7
<b>Total Receivables</b>	<u>2,160</u>	<u>1,908</u>

Details regarding credit risk, liquidity risk and market risk are disclosed in Note 5.

**3. PAYABLES**

**Current**

Accrued Salaries, Wages and On Costs	507	460
Taxation and Payroll Deductions	19	11
<b>Total Payables</b>	<u>526</u>	<u>471</u>

Details regarding credit risk, liquidity risk and market risk are disclosed in Note 5.

**Health Education and Training Institute Special Purpose Service Entity**  
**Notes to and forming part of the Financial Statements for the year ended 30 June 2015**

	<b>Actual</b>	<b>Actual</b>
	<b>2015</b>	<b>2014</b>
	<b>\$000</b>	<b>\$000</b>
<b>4. PROVISIONS</b>		
<b>Current Employee Benefits and Related On Costs</b>		
Annual Leave - Short Term Benefit	910	550
Annual Leave - Long Term Benefit	504	744
Long Service Leave - Consequential On costs	202	136
<b>Total Current Provisions</b>	<b><u>1,616</u></b>	<b><u>1,430</u></b>
<b>Non-Current Employee Benefits and Related On Costs</b>		
Long Service Leave - Consequential On costs	18	7
<b>Total Non-Current Provisions</b>	<b><u>18</u></b>	<b><u>7</u></b>
<b>Aggregate Employee Benefits and Related On Costs</b>		
Provisions - Current	1,616	1,430
Provisions - Non-Current	18	7
Accrued Salaries, Wages and On Costs	<u>526</u>	<u>471</u>
<b>Total</b>	<b><u>2,160</u></b>	<b><u>1,908</u></b>



**Health Education and Training Institute Special Purpose Service Entity**

**Notes to and forming part of the Financial Statements for the  
year ended 30 June 2015**

**5. Financial Instruments**

The Entity's principal financial instruments are outlined below. The Entity's financial instruments arise directly from the Entity's operations or are required to finance the entity's operations.

The Entity does not enter into or trade financial instruments, including derivative financial instruments for speculative purposes.

The Entity's main risks arising from financial instruments are outlined below, together with the Entity's objectives, policies and processes for measuring and managing risk. Further quantitative and qualitative disclosures are included throughout these financial statements.

The Chief Executive has overall responsibility for the establishment and oversight of risk management and reviews and agrees policies for managing each of these risks. The Entity carries minimal risks within its operation as it carries only the value of employee provisions and accrued salaries and wages offset in full by accounts receivable from the Parent Entity. Risk management policies are established by the Parent Entity to identify and analyse the risk faced by the Entity, to set risk limits and controls and monitor risks. Compliance with policies is reviewed by the Audit & Risk Management Committee/ Internal auditors of the Parent Entity on a regular basis.

**a) Financial Instruments Categories**

		<b>Actual</b>	<b>Actual</b>
		<b>2015</b>	<b>2014</b>
		<b>\$000</b>	<b>\$000</b>
<b>Financial Assets</b>			
<b>Class:</b>	<b>Category</b>		
Receivables (note 2) <sup>1</sup>	Receivables measured at amortised cost	2,160	1,908
Total Financial Assets		<u>2,160</u>	<u>1,908</u>
<b>Financial Liabilities</b>			
<b>Class:</b>	<b>Category</b>		
Payables (note 3) <sup>2</sup>	Financial liabilities measured at amortised cost	507	460
Total Financial Liabilities		<u>507</u>	<u>460</u>

1 Excludes statutory receivables and prepayments (i.e. not within the scope of AASB 7).

2 Excludes statutory payables and unearned revenue (i.e. not within the scope of AASB 7).

**Health Education and Training Institute Special Purpose Service Entity**

**Notes to and forming part of the Financial Statements for the  
year ended 30 June 2015**

**b) Credit Risk**

Credit risk arises when there is the possibility of the Entity's debtors defaulting on their contractual obligations, resulting in a financial loss to the Entity. The maximum exposure to credit risk is generally represented by the carrying amount of the financial assets (net of any allowance for impairment).

Credit risk arises from financial assets of the Entity i.e. receivables. No collateral is held by the Entity nor has it granted any financial guarantees.

*Receivables - trade debtors*

Receivables are restricted to accrued income for personnel services provided and employee leave provisions and are recognised as amounts receivable at balance date. The parent entity of the Health Education and Training Institute Special Purpose Service Entity is the sole debtor of the Entity and it is assessed that there is no risk of default. No accounts receivables are classified as past due but not Impaired or 'Considered Impaired'.

**c) Liquidity Risk**

Liquidity risk is the risk that the Entity will be unable to meet its payment obligations when they fall due. No such risk exists with the Entity not having any cash flows. All movements that occur in Payables are fully offset by an increase in Receivables from the Health Education and Training Institute.

**d) Market Risk**

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Entity's exposures to market risk are considered to be minimal and the Entity has no exposure to foreign currency risk and does not enter into commodity contracts.

*Interest rate risk*

Exposure to interest rate risk arises primarily through interest bearing liabilities.

However the Entity has no such liabilities and the interest rate is assessed as Nil. Similarly it is considered that the Entity is not exposed to other price risks.

**e) Fair Value**

Financial instruments are generally recognised at cost.

The amortised cost of financial instruments recognised in the statement of financial position approximates fair value because of the short term nature of the financial instruments.

**6. Related Parties**

The Health Education and Training Institute is deemed to control the Health Education and Training Institute Special Purpose Service Entity in accordance with Australian Accounting Standards. The controlling entity is incorporated under the Health Services Act 1997.

Transactions and balances in these financial statements relate only to the Entity's function as provider of personnel services to the controlling entity. The Entity's total income is sourced from the Health Education and Training Institute.

Cash receipts and payments are effected by the Health Education and Training Institute on the entity's behalf.

**Health Education and Training Institute Special Purpose Service Entity**  
**Notes to and forming part of the Financial Statements for the**  
**year ended 30 June 2015**

**7. Events after the Reporting Period**

No matters have arisen subsequent to reporting date that would require these financial statements to be amended.

**END OF AUDITED FINANCIAL STATEMENTS**