

Financial Statements of

**BRITISH COLUMBIA ASSESSMENT AUTHORITY**

Year ended December 31, 2015

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Financial Statements

Year ended December 31, 2015

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	Page
Management's Responsibility for the Financial Statements .....	3
Independent Auditors' Report .....	4
Statement of Financial Position .....	6
Statement of Operations .....	7
Statement of Change in Net Financial Assets .....	8
Statement of Cash Flows .....	9
Notes to Financial Statements .....	10



## BC ASSESSMENT

### **Management's Responsibility for the Financial Statements**

The accompanying financial statements of British Columbia Assessment Authority (the "Authority") are the responsibility of the Authority's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for public sector organizations established by the Public Sector Accounting Board of the Chartered Professional Accountants. A summary of the significant accounting policies is described in note 2 of the accompanying notes to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Authority's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Audit and Risk Management Committee meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to the Board's approval of the financial statements.

The financial statements have been audited by Grant Thornton LLP, independent external auditors appointed by the Authority. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Authority's financial statements.

David Highfield  
Acting President and Chief Executive Officer

Andy Hoggarth  
Vice President and Executive Financial Officer

Victoria, British Columbia, Canada

# Independent Auditors' Report

Grant Thornton LLP  
3rd Floor  
888 Fort Street  
Victoria, BC  
V8W 1H8  
T +1 250 383 4191  
F +1 250 381 4623  
[www.GrantThornton.ca](http://www.GrantThornton.ca)

To the Board of Directors of British Columbia Assessment Authority, and  
To the Minister of Community, Sport and Cultural Development, Province of British Columbia

We have audited the accompanying financial statements of British Columbia Assessment Authority, which comprise the statement of financial position as at December 31, 2015 and the statements of operations, changes in net financial assets, and cash flows 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.

## **Auditors' 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 auditors' judgment, 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 British Columbia Assessment Authority as at December 31, 2015 and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Victoria, Canada  
April 13, 2016

*Grant Thornton LLP*

Chartered professional accountants

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Statement of Financial Position

As at December 31, 2015  
(In thousands of dollars)

	2015	2014
<b>Financial Assets:</b>		
Cash and cash equivalents (note 3)	\$ 35,532	\$ 34,749
Accounts receivable	2,279	1,779
Due from provincial government (note 11)	91	73
	37,902	36,601
<b>Liabilities:</b>		
Accounts payable and accrued liabilities	4,350	3,765
Due to provincial government (note 11)	130	594
Employee benefits and other liabilities (note 4)	7,077	8,353
Lease inducements	3,553	4,048
Capital lease obligations (note 5)	256	472
	15,366	17,232
Net financial assets	22,536	19,369
<b>Non-financial assets:</b>		
Tangible capital assets (note 6)	11,177	13,526
Prepaid expenses	1,280	1,216
	12,457	14,742
Accumulated surplus (note 7)	\$ 34,993	\$ 34,111

Commitments (note 8)

The accompanying notes are an integral part of these financial statements.

Approved On Behalf of the Board:



Director



Director

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Statement of Operations

Year ended December 31, 2015

(In thousands of dollars)

	Budget (note 10)	2015	2014
<b>Revenues:</b>			
Tax levies	\$ 85,282	\$ 85,500	\$ 83,777
Data access services	3,280	3,594	3,489
Payments in lieu of taxes	960	1,006	1,005
First Nations	630	648	630
Investment income	400	239	343
Other	6	401	315
Gain on disposal of tangible capital assets	-	69	19
	<b>90,558</b>	<b>91,457</b>	<b>89,578</b>
<b>Expenses:</b>			
Employee expenses	61,099	60,057	58,004
Information and communications technology	8,400	9,422	8,519
Office premises	6,516	6,337	6,155
Corporate and office	3,880	4,061	3,223
Amortization	3,595	3,357	3,530
Appeal costs (note 9)	3,125	3,029	2,852
Travel	2,130	2,190	2,113
Assessment notice printing and postage	1,813	2,122	1,914
<b>Total expenses</b>	<b>90,558</b>	<b>90,575</b>	<b>86,310</b>
Annual surplus	-	882	3,268
Accumulated surplus, beginning of year	34,111	34,111	30,843
Accumulated surplus, end of year	\$ 34,111	\$ 34,993	\$ 34,111

The accompanying notes are an integral part of these financial statements.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Statement of Change in Net Financial Assets

Year ended December 31, 2015

(In thousands of dollars)

	Budget (note 10)	2015	2014
Annual surplus	\$ -	\$ 882	\$ 3,268
Acquisition of tangible capital assets	(7,991)	(2,086)	(3,831)
Amortization of tangible capital assets	3,595	3,357	3,530
Write-down on tangible capital assets	-	1,078	-
Gain on sale of tangible capital assets	-	(69)	(19)
Proceeds on sale of tangible capital assets	-	69	19
	(4,396)	3,231	2,967
Change in prepaid expenses	-	(64)	173
Change in net financial assets	(4,396)	3,167	3,140
Net financial assets, beginning of year	19,369	19,369	16,229
Net financial assets, end of year	\$ 14,973	\$ 22,536	\$ 19,369

The accompanying notes are an integral part of these financial statements.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Statement of Cash Flows

Year ended December 31, 2015  
(In thousands of dollars)

	2015	2014
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 882	\$ 3,268
Items not involving cash (note 12)	2,595	2,270
Change in non-cash assets and liabilities (note 12)	(462)	(1,297)
Net change in cash from operating activities	3,015	4,241
Capital activities:		
Proceeds on sale of tangible capital assets	69	19
Acquisition of tangible capital assets	(2,086)	(3,831)
Net change in cash from capital activities	(2,017)	(3,812)
Financing activities:		
Principal payments on capital lease obligations	(215)	(180)
Net change in cash from financing activities	(215)	(180)
Net change in cash and cash equivalents	783	249
Cash and cash equivalents, beginning of year	34,749	34,500
Cash and cash equivalents, end of year	\$ 35,532	\$ 34,749

The accompanying notes are an integral part of these financial statements.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

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### 1. Nature of Organization

The British Columbia Assessment Authority (the "Authority") was established in 1974 as an independent Crown corporation by the Province of British Columbia by enactment of the *Assessment Authority Act*. The purpose of the Authority is to establish and maintain assessments that are uniform in the whole of the province in accordance with the *Assessment Authority Act*. The Authority is exempt from income taxes under the *Income Tax Act*.

### 2. Significant accounting policies:

The financial statements of the Authority are prepared by management in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board (PSAB) standards. Significant accounting policies adopted by the Authority are as follows:

(a) Basis of accounting:

The Authority follows the accrual method of accounting for revenues and expenses. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(b) Financial instruments

Financial instruments are accounted for in accordance with Public Sector Accounting Standard 3450. Financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, all of which are reported at amortized cost.

(c) Revenues:

Revenues are recorded in the period in which the transactions or events occurred that gave rise to the revenues.

*Tax levies:* The Authority, each year by by-law and subject to the prior approval of the Lieutenant Governor in Council, imposes and levies a tax upon all taxable real property in the province, but excluding property that is taxable for school purposes only by special Act. A copy of this by-law is forwarded to the Tax Collector of every municipality in the province and to the Surveyor of Taxes in order that the taxes levied will be placed on the tax rolls. The proceeds of the taxes levied and collected by the municipalities or the Minister of Finance constitutes the Authority's tax levy revenue. This revenue is recognized equally across all periods in the year.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

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(c) *Revenues (continued):*

*Other revenue:* Other revenue includes revenue from data access services, payments in lieu of taxes, contracts with First Nations, and other miscellaneous revenue. Data access revenue and other miscellaneous revenue are recognized when earned, while payments in lieu of taxes and First Nations revenue are recognized equally across all periods throughout the year.

*Investment:* Investment revenue includes interest on deposits in banks, and earnings generated by short-term investments, and are reported as revenue in the period earned.

(d) Property leasehold improvement inducements:

Lease inducements include cash payments, tenant improvement allowances, reduced rent and rent free periods. The lease inducement benefits are amortized on a straight-line basis over the term of the lease.

(e) Cash equivalents:

Cash equivalents include liquid investments that can be redeemed on demand without penalty. Investments are recorded at amortized cost. Discounts and premiums arising on the purchase of these investments are amortized over the term of the investments. When there has been a loss in value that is not a temporary decline in value, the respective investment is written down to recognize the loss.

(f) Employee future benefits:

(i) The Authority and its employees make contributions to the Public Service Pension Plan. This plan is a multi-employer defined benefit plan providing a pension at retirement based on the member's age at retirement, length of service and highest earnings averaged over five years. Inflation adjustments are contingent upon available funding. The joint trustee board of the plan determines the required plan contributions annually. These contributions are expensed as incurred.

(ii) Retirement and other future benefits are also available to the Authority's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages, expected future salary and wage increases, long-term inflation rates and discount rates. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits. Actuarial gains and losses are amortized over the expected average remaining service life of the employees.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

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### 2. Significant accounting policies (continued):

(g) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(h) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, is amortized on a straight line basis over their estimated useful lives as follows:

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Asset	Useful life - years
Buildings	20
Property assessment software	10 to 15
Enterprise software	5
Furniture and equipment	5
Motor vehicles	5
Computer equipment	3
Productivity and other software	3 to 5
Leasehold improvements	Equal to the lease term
Leased equipment	Equal to the lease term

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Amortization is performed on a straight-line basis, and is dependent on the value and timing of each purchase transaction, and when each asset was available for productive use. Software under development is not amortized until it is available for productive use. Tangible capital assets are written down when conditions indicate that they no longer contribute to the Authority's ability to provide services, or when the value of the future economic benefits associated with the tangible capital assets is less than their net book value. The net write-down is accounted for as an expense in the statement of operations.

(i) Leased tangible capital assets

Leases that transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

### 2. Significant accounting policies (continued):

(j) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating provisions for accrued liabilities, the useful life of capital assets and in performing actuarial valuations of employee future benefits. Actual results could differ from these estimates.

### 3. Cash and cash equivalents:

	2015	2014
Cash	\$ 1,044	\$ 3,559
Cash equivalents (note 2(e))	34,488	31,190
Total	\$ 35,532	\$ 34,749

### 4. Employee benefits and other liabilities:

The employee benefit and other liabilities, reported on the statement of financial position, are made up of the following:

	2015	2014
Employee future benefits	\$ 3,627	\$ 3,554
Employee past benefits	-	2
Other liabilities	3,450	4,797
Total	\$ 7,077	\$ 8,353

Other liabilities include outstanding payables for employer remittances, accrued salaries, vacation, and overtime.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

#### 4. Employee benefits and other liabilities (continued):

Employees' past benefits:

At the time the Authority was formed, it negotiated an agreement with those designated employees whose previous working agreements contained clauses that called for payment of certain benefits upon death, retirement or termination of employment. The benefits under the agreement are recognized as a liability. Adjustments to the liability resulting from changes in salary rates are charged to the current year. Payments of benefits are treated as a reduction of the liability.

Employees' future benefits:

Outside of the Public Service Pension Plan, the Authority annually accrues the future obligation under the defined retirement benefit plan as the employees render the services necessary to earn the benefit. These retirement benefit plans include a retirement allowance, unearned vacation entitlement, and death benefits. An independent actuarial valuation of the post-employment benefits obligation and net periodic benefit cost was calculated at December 31, 2014 using management's estimates of salary escalation and expected retirement ages. This valuation was then extrapolated to December 31, 2015. The recorded liability represents these estimated future costs discounted to a present value using market interest rates applicable to the Authority.

Information about the Authority's retirement benefit plans is as follows:

<b>Accrued benefit obligation:</b>	2015	2014
Balance, beginning of the year	\$ 3,554	\$ 3,464
Current benefit cost	259	272
Interest	138	119
Benefits paid	(339)	(306)
Amortization of Loss	15	5
<b>Balance, end of year</b>	<b>\$ 3,627</b>	<b>\$ 3,554</b>

#### **Actuarial benefit obligation:**

Accrued benefit obligation	\$ 3,627	\$ 3,554
Unamortized actuarial loss	253	148
<b>Balance, end of year</b>	<b>\$ 3,880</b>	<b>\$ 3,702</b>

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

#### 4. Employee benefits and other liabilities (continued):

The significant actuarial assumptions adopted in measuring the Authority's accrued benefit obligations are as follows:

	2015	2014
Discount rate	2.96%	3.68%
Expected future inflation rate	1.50%	1.50%
Expected productivity and seniority increases	1.10% to 3.65%	1.10% to 3.65%

Over time, changes in assumptions and actual experience compared to expected results will cause actuarial gains and losses in future valuations. Actual benefit payments in 2015 differing from expected resulted in a gain of \$101. Additionally, the change in discount rate reflecting the cost of borrowing as at December 31, 2015 results in a loss of \$221. Overall, this created a net actuarial loss at December 31, 2015 of \$120.

The unamortized actuarial loss on future payments is amortized over the estimated average service lives of the employees which is 12 years.

#### Other pension plans:

The Authority and its employees contribute to the Public Service Pension Plan in accordance with the *Public Sector Pension Plans Act*. The British Columbia Pension Corporation administers the plan, including payment of pension benefits to employees to whom the act applies. The Public Service Pension Plan is a multi-employer, defined benefit plan. Under joint trusteeship, the risk and reward associated with the Plan's unfunded liability or surplus is shared between the employers and the plan members and will be reflected in their future contributions.

The most recent actuarial valuation (March 31, 2014) showed plan assets of \$20.472 billion exceeding liabilities of \$20.278 billion, creating an actuarial surplus of \$194 million - a funding ratio of 101 per cent. The contribution rates have remained unchanged since April 1, 2012.

Contributions to the Plan by the Authority were \$4,401 in 2015 (2014: \$4,165).

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

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### 5. Capital lease obligations:

The Authority has entered into capital leases for certain office equipment. The minimum lease payment obligations are as follows:

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For Year:	2015
2016	\$ 291
Less amount representing interest at 5% per annum	(35)
Present value of net minimum capital lease payments	\$ 256

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Interest of \$90 in 2015 (2014: \$123) relating to capital lease obligations has been included in expenses on the Statement of Operations.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

### 6. Tangible capital assets:

#### (a) Changes to tangible capital asset categories during year:

<b>Cost</b>	December 31 2014	Additions	Write-Down & Disposals	December 31 2015
Land	\$ 354	\$ -	\$ -	\$ 354
Buildings	2,519	71	-	2,590
Furniture and equipment	6,210	314	-	6,524
Computer equipment	11,019	545	-	11,564
Motor vehicles	1,761	122	(179)	1,704
Leasehold improvements	7,117	(3)	-	7,114
Leased equipment	1,183	-	-	1,183
Property assessment software	14,696	-	-	14,696
Enterprise and productivity software	3,734	-	-	3,734
Software under development	1,682	1,037	(1,078)	1,641
<b>Total</b>	<b>\$ 50,275</b>	<b>\$ 2,086</b>	<b>\$ (1,257)</b>	<b>\$ 51,104</b>

<b>Accumulated amortization</b>	December 31 2014	Disposals	Amortization expense	December 31 2015
Land	\$ -	\$ -	\$ -	\$ -
Buildings	2,224	-	59	2,283
Furniture and equipment	4,939	-	443	5,382
Computer equipment	9,303	-	856	10,159
Motor vehicles	1,541	(179)	126	1,488
Leasehold improvements	2,406	-	612	3,018
Leased equipment	889	-	228	1,117
Property assessment software	12,547	-	615	13,162
Enterprise and productivity software	2,900	-	418	3,318
Software under development (note 6(b))	-	-	-	-
<b>Total</b>	<b>\$ 36,749</b>	<b>\$ (179)</b>	<b>\$ 3,357</b>	<b>\$ 39,927</b>

<b>Net book value</b>	December 31 2014	December 31 2015
Land	\$ 354	\$ 354
Buildings	295	307
Furniture and equipment	1,271	1,142
Computer equipment	1,716	1,405
Motor vehicles	220	216
Leasehold improvements	4,711	4,096
Leased equipment	294	66
Property assessment software	2,149	1,534
Enterprise and productivity software	834	416
Software under development	1,682	1,641
<b>Total</b>	<b>\$ 13,526</b>	<b>\$ 11,177</b>

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

### 6. Tangible capital assets (continued):

(b) Software under development:

Software development projects can often span multiple fiscal periods. Software under development does not contain any projects which have been terminated or placed on hold indefinitely. Software under development is not amortized as it represents the costs incurred to date on projects, which are not substantially complete at the end of the fiscal year, which is in accordance with Public Sector Accounting Standard 3150.

### 7. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves as follows:

Accumulated Surplus:	2015	2014
Equity:		
Equity invested in tangible capital	\$ 10,919	\$ 13,053
Unappropriated	3,924	1,790
	14,843	14,843
Reserves:		
Future tangible capital asset acquisitions	17,150	16,268
Operating	3,000	3,000
	20,150	19,268
Accumulated surplus, end of year	\$ 34,993	\$ 34,111

Certain amounts are set aside in accumulated surplus for future financial obligations and the purchase of tangible capital assets. One hundred percent of the operating surplus of \$882 in 2015 and \$3,268 in 2014 has been applied to the reserve for future tangible capital asset acquisitions in accordance with Board direction.

*Future tangible capital assets reserve:* the purpose of this reserve is to help stabilize the financing requirements of large fluctuations in capital spending from one year to the next. Certain high value tangible capital assets such as property assessment software have long term economic usefulness. This reserve assists in the financing of these expenditures to limit the impact to revenue requirements in those years.

*Operating reserve:* the purpose of this reserve is to finance an unintended deficit. Unintended deficits would be caused largely by unexpected changes in revenues or costs for items that are outside management's control.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

### 8. Commitments:

The Authority is committed to make payments under operating leases and contracts as follows

Commitments:	2015
2016	\$ 11,227
2017	7,886
2018	5,797
2019	4,005
2020	4,099
2021-2028	15,901
<b>Total Commitments</b>	<b>\$ 48,915</b>

### 9. Appeal costs:

Appeal costs include the operating costs of the Property Assessment Review Panel and the Property Assessment Appeal Board, both operated independently by the Province of British Columbia, and legal costs incurred by the Authority. By legislation, the Authority is required to reimburse the Province for the Review Panel and Appeal Board costs which amounted to \$2,261 in 2015 and \$2,267 in 2014.

### 10. Budget data:

The 2015 operating and capital budgets approved by the Board on December 5, 2014 have been provided for comparison purposes.

### 11. Related party transactions:

The Authority is related through common ownership to all Province of British Columbia ministries, agencies, Crown corporations, and all public sector organizations such as school districts, colleges, universities, and health authorities that are included in the provincial government reporting entity. In addition, transactions with senior management, directors, immediate family members of senior management and directors, and companies with which any of the above have a financial interest are also considered related parties. These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

### 11. Related party transactions (continued):

The Statement of Operations includes the following transactions with related parties of the Province of British Columbia:

	2015	2014
Revenue:		
Other revenue	\$ 3,197	\$ 3,042
Expenses:		
Appeal costs	1,970	2,267
Information and communication technology	1,160	1,172
Employee expenses	1,044	1,106
Office premises	564	480
Assessment notice printing and postage	112	100
Corporate and office	93	261
Travel	56	52
Assets (liabilities) at December 31 with related parties		
Assets - Motor vehicles	372	108
Accounts receivable	91	73
Accounts payable	(130)	(594)

The Authority contracts the disposal of surplus property, plant and equipment to the Province of British Columbia. Sale proceeds net of disposal costs were \$70 in 2015 and \$26 in 2014.

### 12. Summary of Cash flow management:

Items not involving cash, reported on the statement of cash flows, are made up of the following:

Items not involving cash:	2015	2014
Amortization	\$ 3,357	\$ 3,530
Write-down on tangible capital assets	1,078	
Change in lease inducements	(495)	(140)
Gain on sale of tangible capital assets	(69)	(19)
Change in employee benefits and other liabilities	(1,276)	(1,101)
Total items not involving cash	\$ 2,595	\$ 2,270

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

### 12. Summary of cash flow management (continued):

Change in non-cash assets and liabilities, reported on the statement of cash flows, are made up of the following:

Change in non-cash assets and liabilities:	2015	2014
Accounts receivable	\$ (518)	\$ 240
Accounts payable and accrued liabilities	120	(1,710)
Prepaid expenses	(64)	173
Total change in non-cash assets and liabilities	\$ (462)	\$ (1,297)

### 13. Financial risk management:

In the normal course of operations, the Authority is exposed to a number of risks that can affect its operating performance. The Authority has exposure to the following risks from its use of financial instruments: credit risk, market risk, currency risk, interest rate risk, and liquidity risk. Management and the Board of the Authority ensure that the Authority identifies and monitors its risks. It is management's opinion that the Authority is not exposed to significant risks arising from these financial instruments.

*Credit risk:* Credit risk is the risk of financial loss to an institution if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise primarily from certain assets held consisting of cash, cash equivalents and accounts receivable. The Authority is exposed to credit risk in the event of non-performance by a customer. This risk is mitigated because 93% of accounts receivable are current; therefore, management does not consider it to be impaired. It is management's opinion that the Authority is not exposed to significant credit risk associated with cash and cash equivalents as they are placed with the British Columbia Investment Management Corporation in highly liquid units of a Canadian Money Market Fund.

*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. Market risk is comprised of currency risk and interest rate risk.

*Currency risk:* Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the foreign exchange rates. It is management's opinion that the Authority is not exposed to significant currency risk, as amounts held and purchases made in foreign currency are insignificant.

# BRITISH COLUMBIA ASSESSMENT AUTHORITY

## Notes to Financial Statements

Year ended December 31, 2015  
(In thousands of dollars)

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### 13. Financial risk management (continued):

*Interest rate risk:* Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The Authority is exposed to interest rate risk through its cash equivalents. It is management's opinion that the Authority is not exposed to significant interest rate risk as they invest solely in short term treasury bills that have a maturity date of no more than 91 days from date of acquisition.

*Liquidity risk:* Liquidity risk is the risk that the Authority will not be able to meet its financial obligations as they become due. The Authority manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will have sufficient liquidity to meet its liabilities when they become due.

### 14. Comparative figures:

Comparative figures have been adjusted to conform to changes in the current year presentation.