#### PORTFOLIO BUDGET STATEMENTS 2014–15 BUDGET RELATED PAPER NO. 1.17D

PARLIAMENTARY BUDGET OFFICE

BUDGET INITIATIVES AND EXPLANATIONS OF APPROPRIATIONS SPECIFIED BY OUTCOMES AND PROGRAMMES BY AGENCY

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Parliamentary Budget Officer

Senator the Hon John Hogg President of the Senate Parliament House CANBERRA ACT 2600

The Hon Mrs Bronwyn Bishop MP Speaker of the House of Representatives Parliament House CANBERRA ACT 2600

Dear Mr President and Madam Speaker

I hereby submit Portfolio Budget Statements in support of the 2014–15 Budget for the Parliamentary Budget Office (PBO).

These statements have been developed, and are submitted to the Parliament, as a statement on the outcomes for the PBO.

I present these statements to provide accountability to the Parliament and, through it, the public.

Yours sincerely

Phil Bowen

#### Abbreviations and conventions

The following notation may be used:

NEC/nec not elsewhere classified

nil

.. not zero, but rounded to zero

na not applicable (unless otherwise specified)

nfp not for publication

\$m \$ million \$b \$ billion

Figures in tables and in the text may be rounded. Figures in text are generally rounded to one decimal place, whereas figures in tables are generally rounded to the nearest thousand. Discrepancies in tables between totals and sums of components are due to rounding.

#### **Enquiries**

Should you have any enquiries regarding this publication please contact Jenny Jacobs, Chief Financial Officer, Parliamentary Budget Office on (02) 6277 9522.

A copy of this document can be located on the Australian Government Budget website at: http://www.budget.gov.au.

# USER GUIDE TO THE PORTFOLIO BUDGET STATEMENTS

#### **USER GUIDE**

The purpose of the 2014–15 Portfolio Budget Statements (PB Statements) is to inform Senators and Members of Parliament of the proposed allocation of resources to the Parliamentary Budget Office (PBO) outcome. The PBO receives resources from the annual Parliamentary Departments appropriations Act and a special appropriation.

A key role of the PB Statements is to facilitate the understanding of proposed annual appropriations in Appropriation (Parliamentary Departments) Bill (No. 1) 2014–15. In this sense the PB Statements are Budget related papers and are declared by the Appropriation Acts to be 'relevant documents' to the interpretation of the Acts according to section 15AB of the Acts Interpretation Act 1901.

The PB Statements provide information, explanation and justification to enable Parliament to understand the purpose of funding for the PBO outcome.

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#### PARLIAMENTARY BUDGET OFFICE OVERVIEW

#### Department Responsibilities

The Parliamentary Budget Office (PBO) is one of four parliamentary departments supporting the Australian Parliament.

The purpose of the PBO is to inform the Parliament by providing independent and non-partisan analysis of the budget cycle, fiscal policy and the financial implications of proposals.

The Parliamentary Budget Officer, under the Presiding Officers, is responsible for leading and managing the PBO.

As set out in the *Parliamentary Service Act 1999*, the Parliamentary Budget Officer has the following functions:

- outside the caretaker period for a general election, to prepare policy costings on request by Senators and Members, with the requests and the PBO's responses to be kept confidential if so directed by the requestor
- during the caretaker period for a general election, to prepare costings of publicly announced policies on request by authorised members of parliamentary parties or independent members
- to prepare responses (other than policy costings) to requests relating to the budget from Senators and Members, with the requests and the PBO's responses to be kept confidential if so directed by the requestor
- to prepare submissions to inquiries of parliamentary committees, on request by such committees, with the requests and the PBO's responses to be made publicly available
- after a general election, to report on the costs of the election commitments of designated parliamentary parties, and
- to conduct, on his or her own initiative, research on the budget and fiscal policy settings, with the results of this work to be made publicly available.

#### **DEPARTMENT RESOURCES**

Table 1 shows the total new resources provided to the PBO in the 2014–15 budget year.

**Table 1: Department Resources 2014–15** 

***************************************	**************************************		_		
		Appropriation	Receipts	Total	
	Bill No. 1	Bill No. 2	Special		
	\$'000	\$'000	\$'000	\$'000	\$'000
Parliamentary Budget Office	9	***************************************			
Departmental appropriations	7,013	-	250	-	7,263
Total:					7,263
	Resou	7,263			

# **Parliamentary Budget Office**

# Agency Resources and Planned Performance

## PARLIAMENTARY BUDGET OFFICE

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#### PARLIAMENTARY BUDGET OFFICE

#### Section 1: Agency Overview and Resources

#### 1.1 STRATEGIC DIRECTION STATEMENT

The Parliamentary Budget Office (PBO), as an independent and non-partisan institution, engages with the Parliament to help improve the integrity of the policy development process, better inform public policy debates and strengthen budget and fiscal policy transparency.

To support the 2014–15 Portfolio Budget Statements and in accordance with section 64Q of the *Parliamentary Service Act 1999*, the Parliamentary Budget Officer, in consultation with the Joint Committee of Public Accounts and Audit, will prepare a work plan for the PBO setting out:

- the priorities of the PBO for the 2014–15 financial year, and
- protocols for the allocation of the resources of the PBO during the financial year.

The PBO's 2014-15 work plan will be released before 1 October 2014.

Ahead of the release of the 2014–15 work plan, section 2 of the 2014–15 Portfolio Budget Statements provides detail on the PBO's outcome and planned performance.

There is one measure for the 2014–15 Budget affecting the PBO detailed at section 1.3 - Budget Measures.

#### 1.2 AGENCY RESOURCE STATEMENT

Table 1.1 shows the total resources from all sources. The table summarises how resources will be applied by outcome and classification.

Table 1.1: PBO Resource Statement — Budget Estimates for 2014–15 as at Budget May 2014

		Estimate	Proposed	Total	Actual
		of prior +	at Budget <sup>=</sup>	estimate	available
		yearamounts			appropriation
		available in			
		2014-15	2014-15	2014-15	2013-14
	, man	\$'000	\$'000	\$'000	\$'000
Ordinary annual services 1					
Departmental appropriation					
Departmental appropriation	986	2,491	7,013	9,504	7,702
Total	986	2,491	7,013	9,504	7,702
Total ordinary annual services	Α	2,491	7,013	9,504	7,702
Otherservices					
Total other services	В		_	<b>-</b>	_
Special appropriations Special appropriations limited by amount					
Parliamentary Service Act 1999		4,800	-	4,800	6,000
Total special appropriations	C	4,800	=	4,800	6,000
Special Accounts					
Total Special Account	D	-	-	-	-
Total resourcing					
A+B+C+D	988	7,291	7,013	14,304	13,702
Total net resourcing for the PBO		7,291	7,013	14,304	13,702

<sup>1</sup> Appropriation (Parliamentary Departments) Bill (No.1) 2014–15. Reader note: All figures are GST exclusive.

#### 1.3 BUDGET MEASURES

Budget measures in Part 1 relating to the PBO are detailed in Budget Paper No. 2 and are summarised below.

Table 1.2: Parliamentary Budget Office 2014–15 Budget measures

Part 1: Measures announced since the 2013-14 MYEFO

	2013-14	2014-15	2015-16	2016-17	2017-18
	\$'000	\$'000	\$'000	\$'000	\$'000
Expense measures					
Increase in the annual Efficiency					
Dividend by a further 0.25 per cent					
Departmental expenses	-	(18)	(38)	(53)	(53)
Total	-	(18)	(38)	(53)	(53)
Total expense measures					
Departmental	-	(18)	(38)	(53)	(53)
Total	-	(18)	(38)	(53)	(53)

Prepared on a Government Finance Statistics (fiscal) basis.

#### **SECTION 2: OUTCOMES AND PLANNED PERFORMANCE**

#### 2.1 OUTCOMES AND PERFORMANCE INFORMATION

The Parliamentary Budget Office (PBO) outcome is described below, specifying the performance indicators and targets used to assess and monitor the performance of the PBO. This performance information will be further detailed in the PBO's 2014–15 work plan.

#### Outcome 1:

To inform the Parliament by providing independent and non-partisan analysis of the budget cycle, fiscal policy and the financial implications of proposals.

#### **Outcome Expense Statement**

Table 2.1 provides an overview of the total expenses for Outcome 1.

Table 2.1: Budgeted Expenses for Outcome 1

Average Staffing Level (number)	35	39
	2013-14	2014-15
Total expenses for Outcome 1	7,492	7,525
Expenses not requiring appropriation in the Budget year <sup>2</sup>	502	512
Departmental appropriation <sup>1</sup>	6,990	7,013
Outcome 1 Totals by appropriation type Departmental expenses		
- · · · · · · · · · · · · · · · · · · ·	\$ 000	\$ 000
proposals	expenses \$'000	\$'000
cycle, fiscal policy and the financial implications of	actual	expenses
independent and non-partisan analysis of the budget	Estimated	Estimated
Outcome 1: To inform the Parliament by providing	2013-14	2014-15

Departmental Appropriation combines 'Ordinary annual services (Appropriation (Parliamentary Departments) Bill (No. 1))' and 'Revenue from independent sources (s31)'

Note: Departmental appropriation splits and totals are indicative estimates and may change in the course of the budget year as government priorities change.

<sup>2</sup> Expenses not requiring appropriation in the Budget year is made up of depreciation expense, amortisation expense and resources received free of charge.

#### **Contributions to Outcome 1**

#### **Programme: Parliamentary Budget Office**

#### **Programme Objective**

The PBO's objective is to inform the Parliament by providing independent and non-partisan analysis of the budget cycle, fiscal policy and the financial implications of proposals.

#### **Programme Expenses**

The estimates for 2015–16 reflect the additional funding of \$0.5 million to allow the PBO to augment its analytical capability and permanent workforce with specialist contractors and other short-term engagements in the lead-up to a general election. In addition, the estimates reflect the PBO's use of its special appropriation in 2015–16 and across the forward estimates.

Of note is the transfer of Information and Communication Technology (ICT) assets to the Department of Parliamentary Services (DPS) as a result of the *Review of Information and Communication Technology for Parliament Report* undertaken by Mr Michael Roche. The PBO reduced its annual appropriation across the forward estimates by \$0.2m to provide funding to DPS.

**Table 2.2: Programme Expenses** 

	2013-14	2014-15	2015-16	2016-17	2017-18
	Estimated	Budget	Forw ard	Forw ard	Forw ard
	actual		estimate	estimate	estimate
	\$'000	\$'000	\$'000	\$'000	\$'000
Special Appropriations:					
Parliamentary Service Act 1999	-	-	250	300	400
Annual departmental expenses:	6,990	7,013	7,434	7,022	7,006
Expenses not requiring appropriation in					
the Budget year 1	502	512	532	532	532
Total Programme expenses	7,492	7,525	8,216	7,854	7,938

Expenses not requiring appropriation in the Budget year is made up of depreciation expense, amortisation expense and resources received free of charge.

#### **Programme Deliverables**

The PBO will:

- continue to undertake policy costings and budget analyses, outside of the caretaker period, in response to requests from Senators and Members
- progress its self-initiated program of published research to promote a better understanding of the budget and fiscal policy settings, and
- further develop its capabilities to better help it fulfil its mandate to the Australian Parliament.

#### **Programme Key Performance Indicators**

The PBO's performance will be judged by:

- the relevance, quality and timeliness of its outputs, based on feedback from parliamentary stakeholders
- the independence, transparency and integrity of its processes, and
- its overall performance since its establishment, based on the findings of an ANAO performance audit.

# Section 3: Explanatory Tables and Budgeted Financial Statements

Section 3 presents explanatory tables and budgeted financial statements which provide a comprehensive snapshot of agency finances for the 2014–15 budget year. It explains how budget plans are incorporated into the financial statements and provides further details of the reconciliation between appropriations and programme expenses, movements in administered funds, special accounts and government indigenous expenditure.

#### 3.1 EXPLANATORY TABLES

#### 3.1.1 Movement of Administered Funds Between Years

The Parliamentary Budget Office (PBO) does not have any administered funding.

#### 3.1.2 Special Accounts

The PBO does not have any Special Accounts.

#### 3.1.3 Australian Government Indigenous Expenditure

The PBO does not have any Australian Government Indigenous Expenditure.

#### 3.2 BUDGETED FINANCIAL STATEMENTS

#### 3.2.1 Differences in Agency Resourcing and Financial Statements

There are no material differences between the agency resourcing table and the financial statements.

#### 3.2.2 Analysis of Budgeted Financial Statements

The PBO is budgeting for a surplus of \$1.8 million for 2013–14 and \$0.3 million in 2014–15 as a result of recognising the use of funds from the PBO's special appropriation as revenue to complete its accommodation and information technology projects which will be capitalised rather than expensed.

From 2015–16 onwards the PBO is budgeting for a break-even operating result, after non-appropriation expenses such as depreciation are removed.

The PBO has sufficient cash reserves to fund provisions and payables, and asset replacement, as they fall due across the forward estimates period.

#### 3.2.3 Budgeted Financial Statements Tables

Table 3.2.1 Comprehensive Income Statement (Showing Net Cost of Services) for the period ended 30 June

Services) for the period ende	Estimated	Budget	Forw ard	Forw ard	Forw ard
	actual	estimate	estimate	estimate	estimate
	2013-14	2014-15	2015-16	2016-17	2017-18
	\$'000	\$'000	\$'000	\$'000	\$'000
EXPENSES					***************************************
Employee benefits	5,268	5,987	6,077	6,168	6,261
Suppliers	2,015	1,358	1,939	1,486	1,477
Depreciation and amortisation	209	180	200	200	200
Total expenses	7,492	7,525	8,216	7,854	7,938
LESS:					
OWN-SOURCE INCOME					
Other	293	332	332	332	332
Total own-source income	293	332	332	332	332
Net cost of (contribution by)					
services	7,199	7,193	7,884	7,522	7,606
Revenue from Government	8,774	7,263	7,684	7,322	7,406
Surplus (Deficit) attributable to					
the Australian Government	1,575	70	(200)	(200)	(200)
OTHER COMPREHENSIVE INCOME	······			•	
Total other comprehensive income	-	-	-	-	-
Total comprehensive income (loss)	1,575	70	(200)	(200)	(200)
Total comprehensive income (loss)					
attributable to the Australian					
Government	1,575	70	(200)	(200)	(200)
Note: Impact of Net Cash Appropriati	on Arrange 2013-14	2014-15	2015-16	2016-17	2017-18
	\$'000	\$'000	\$'000	\$'000	\$'000
Total Comprehensive Income	ΨΟΟΟ	ΨΟΟΟ	Ψ 000	ΨΟΟΟ	Ψ 000
(loss) excluding depreciation/amor	tisation				
expenses previously funded throu					
revenue appropriations.	1,784	250	-	-	-
less depreciation/amortisation expenses	209	180	200	200	200
Total Comprehensive Income					
(loss) - as per the Statement of					
Comprehensive Income	1,575	70	(200)	(200)	(200)

Table 3.2.2: Budgeted Departmental Balance Sheet (as at 30 June)

	Estimated	Budget	Forw ard	Forw ard	Forw ard
	actual	estimate	estimate	estimate	estimate
	2013-14	2014-15	2015-16	2016-17	2017-18
	\$'000	\$'000	\$'000	\$'000	\$'000
ASSETS					
Financial assets					
Cash and cash equivalents	22	22	22	22	22
Trade and other receivables	2,494	2,519	2,545	2,571	2,598
Total financial assets	2,516	2,541	2,567	2,593	2,620
Non-financial assets					
Buildings - fitout	1,980	1,897	1,814	1,731	1,648
Property, plant and equipment	21	19	17	15	13
Intangibles	1,115	1,270	1,155	1,040	925
Other non-financial assets	51	51	51	51	51
Total non-financial assets	3,167	3,237	3,037	2,837	2,637
Total assets	5,683	5,778	5,604	5,430	5,257
LIABILITIES					
Payables					
Suppliers	1,069	1,069	1,069	1,069	1,069
Other payables	136	136	136	136	136
Total payables	1,205	1,205	1,205	1,205	1,205
Provisions					
Employee provisions	1,258	1,283	1,309	1,335	1,362
Total provisions	1,258	1,283	1,309	1,335	1,362
Total liabilities	2,463	2,488	2,514	2,540	2,567
Net assets	3,220	3,290	3,090	2,890	2,690
EQUITY*					
Retained surplus	3,220	3,290	3,090	2,890	2,690
Total Equity	3,220	3,290	3,090	2,890	2,690

<sup>\* &#</sup>x27;Equity' is the residual interest in assets after deduction of liabilities. Prepared on Australian Accounting Standards basis.

Table 3.2.3: Departmental Statement of Changes in Equity — Summary of Movement (Budget Year 2014–15)

moromoni (Daagot roa: Zor r	. • ,				
	Retained	Asset	Other	Contributed	Total
	earnings	revaluation	reserves	equity/	equity
		reserve		capital	
	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance as at 1 July 2014 Balance carried forw ard from	***************************************				
previous period	3,220	-	-	-	3,220
Adjusted opening balance	3,220	-	-	-	3,220
Comprehensive income Surplus (deficit) for the period	70	_	_	_	70
Total comprehensive income	70	_	=	=	70
of w hich: Attributable to the Australian Government	70	-	-	-	70
Estimated closing balance as at 30 June 2015	3,290	_	_	_	3,290
Closing balance attributable to the Australian Government	3,290	_	_	_	3,290

Table 3.2.4: Budgeted Departmental Statement of Cash Flows (for the period ended 30 June)

OPERATING ACTIVITIES	Estimated actual 2013-14 \$'000	Budget estimate 2014-15 \$'000	Forw ard estimate 2015-16 \$'000	Forw ard estimate 2016-17 \$'000	Forward estimate 2017-18 \$'000
OPERATING ACTIVITIES	2013-14	2014-15	2015-16	2016-17	2017-18
OPERATING ACTIVITIES					
OPERATING ACTIVITIES	\$'000	\$'000	\$'000	\$'000	\$'000
OPERATING ACTIVITIES					ψοσο
Cash received					
Appropriations	9,368	7,238	7,658	7,296	7,379
Total cash received	9,368	7,238	7,658	7,296	7,379
Cash used					
Employees	5,243	5,962	6,051	6,142	6,234
Suppliers	1,722	1,026	1,607	1,154	1,145
Total cash used	6,965	6,988	7,658	7,296	7,379
Net cash from (used by)	000000000000000000000000000000000000000	***************************************	***************************************		
operating activities	2,403	250	-	-	-
INVESTING ACTIVITIES					
Cash used					
Purchase of property, plant					
and equipment	2,403	250	-	-	-
Total cash used	2,403	250	-	-	-
Net cash from (used by)					
investing activities	(2,403)	(250)	-	-	-
Net increase (decrease)					
in cash held		-	-	-	-
Cash and cash equivalents at the					
beginning of the reporting period	22	22	22	22	22
Cash and cash equivalents at the			•		
end of the reporting period	22	22	22	22	22

**Table 3.2.5: Departmental Capital Budget Statement** 

rabic c.z.c. Departmental ca	pital Da	agot ota			
	Estimated	Budget	Forw ard	Forw ard	Forw ard
	actual	estimate	estimate	estimate	estimate
	2013-14	2014-15	2015-16	2016-17	2017-18
	\$'000	\$'000	\$'000	\$'000	\$'000
PURCHASE OF NON-FINANCIAL ASSETS Funded internally from					
departmental resources TOTAL	2,403 <b>2,403</b>	250 <b>250</b>	-	-	-
RECONCILIATION OF CASH USED TO ACQUIRE ASSETS TO ASSET MOVEMENT TABLE	2.403	250			
Total purchases	2,403	230			
Total cash used to acquire assets	2,403	250	-	-	-

Table 3.2.6: Statement of Asset Movements (2014–15)

Buildinas	Other property	Computer	Total
_			· Otal
out	•		
\$'000		•	\$'000
2.063	30	1.239	3,332
_,000		.,_00	0,002
(83)	(9)	(124)	(216)
	. ,	` '	3,116
1,000	<b>~</b> 1	1,110	0,110
-	-	250	250
=	=	250	250
(83)	(2)	(95)	(180)
(83)	(2)	(95)	(180)
2,063	30	1,489	3,582
(166)	(11)	(219)	(396)
1,897	19	1,270	3,186
	(83) 2,063 (166)	- fitout plant and sequipment \$'000 \$'000  2,063 30  (83) (9)  1,980 21  (83) (2)  (83) (2)  2,063 30  (166) (11)	- fitout plant and softw are and equipment intangibles \$'000 \$'000  2,063 30 1,239  (83) (9) (124)  1,980 21 1,115  250  250  (83) (2) (95)  (83) (2) (95)  2,063 30 1,489  (166) (11) (219)

#### 3.2.4 Notes to the Financial Statements

The financial statements contain estimates prepared in accordance with the requirements of the Australian Government's financial budgeting and reporting framework, including Australian Accounting Standards, as well as specific guidelines issued by the Department of Finance.

The financial statements have been prepared on an accrual and fair value basis and are in accordance with the historical cost convention, with the exception of employee entitlements.

#### **Budgeted financial statements**

Under the Australian Government's accrual budgeting framework, transactions that agencies control (agency transactions) are separately budgeted for and reported from transactions agencies do not have control over (administered transactions).

Agency assets, liabilities, revenue and expenses are those which are controlled by the agency. Agency expenses include employee and supplier expenses and other administrative costs, which are incurred by the agency in providing its goods and services to the Australian Parliament.

The PBO does not have any administered transactions.

#### **Budgeted comprehensive income statement**

Under the net cash appropriation framework the PBO receives an output appropriation to meet budgeted expenses (except depreciation). The output appropriation is recognised in revenue.

The PBO received a special appropriation at the time of establishment of the agency. The special appropriation is recognised in revenue in the year the funds are spent. The associated expense is recognised in the statement of comprehensive income except where the PBO has purchased assets which are recognised in the balance sheet.