



Parliament of Australia

Department of Parliamentary Services

PORTFOLIO BUDGET STATEMENT 2005-06

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Parliament of Australia
Department of Parliamentary Services

DPS ref: 05/422

6 May 2005

Senator the Hon Paul Calvert
President of the Senate
Parliament House
CANBERRA ACT 2600

Hon David Hawker MP
Speaker of the House of Representatives
Parliament House
CANBERRA ACT 2600

Dear Mr President and Mr Speaker

Portfolio Budget Statement 2005-06

1 I hereby submit the Portfolio Budget Statement in support of the 2005-06 Budget for the Department of Parliamentary Services.

2 The Portfolio Budget Statement sets out:

- (a) the Outcome and Outputs delivered by the department;
- (b) the department's administered items;
- (c) information on Budget measures affecting the department's Outcome; and
- (d) the performance indicators to be used to assess performance against the department's Outcome.

Yours sincerely

Hilary Penfold QC
Secretary

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User guide to the portfolio budget statements

Purpose of the Portfolio Budget Statements

The purpose of the 2005-06 Portfolio Budget Statements (PB Statements) is to inform Senators and Members of Parliament of the proposed allocation of resources to Government outcomes by agencies within the portfolio. Agencies receive resources from the annual appropriations bills, special appropriations, standing appropriations (including special accounts), and revenue from other sources.

A key role of the PB Statements is to facilitate the understanding of proposed annual appropriations in Appropriation Bills No. 1 and No. 2 2005-06, or Appropriation Bill (Parliamentary Departments) No. 1 2005-06 for the parliamentary departments. In this sense the PB Statements are officially Budget Related Papers and are declared by the Appropriation Bills to be "relevant documents" to the interpretation of the Bills 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 each outcome proposed in the Bills.

As required under section 12 of the *Charter of Budget Honesty Act 1998*, non-general government sector entities are not consolidated into the Commonwealth general government sector fiscal estimates; accordingly, these entities are not reported in the PB Statements.

How to read the PB Statements

The PB Statements are presented in three sections, aligned in several ways to the Budget Papers, as outlined below.

User Guide to the Portfolio Budget Statements

An introduction explaining the purpose of the PB Statements, the structure of the document and the styles and conventions used.

Departmental Overview

A brief overview of the department. Departmental outcomes are depicted in a chart outlining the structure of the outcomes to which the department contributes. This includes a table for Australian Indigenous Expenditures for the department.

Budget Statement

A budget statement is presented in five sections as outlined below:

Section 1: Overview	A brief overview of the department.
Section 2: Resources	A reconciliation of departmental resourcing information from the 2004-05 Mid-Year Economic and Fiscal Outlook to the 2005-06 Budget. Includes key changes to the department's estimates and a table of appropriations and other revenue sources for both administered and departmental appropriations.
Section 3: Outcomes	A brief description of the department's outcomes and, where applicable, Budget measures in summary form. Details the contribution of the department's outputs to the outcome, performance information for the outcome, outputs and administered items, and planned evaluations. Notes upcoming competitive tendering and contracting that is of a material or sensitive nature. Links the resources appropriated to their application to the department's outputs and to administered items.

Section 4: Other reporting requirements	Includes purchaser-provider and cost recovery components.
Section 5: Budgeted financial statements	The department's budgeted financial statements in accrual format, covering the budget year, the previous year and three out-years.
Glossary	Explains key terms.

PB statements road map

Comprehensive information on all government decisions announced in the Budget is in Budget Paper No. 2, Budget Measures 2005-06. The PB Statements include Budget appropriations for this Budget in each agency's Table 2.2, 2005-06 Budget Measures. The following chart shows the links between the Budget papers and the PB Statements.

Budget Paper	PB Statements equivalent
Budget Paper No. 1 Budget Strategy and Outlook	
Statement 1: Fiscal Strategy and Budget Priorities Overview of the fiscal and economic outlook	User Guide Portfolio Overview Portfolio structure Agency Budget Statements Section 1: Agency overview Section 2: Agency resources for 2005-06
Statement 2: Fiscal Outlook Budget aggregates and variations to the fiscal balance	Agency Budget Statements Section 2: Agency resources for 2005-06
Statement 10: AAS Financial Statements Accrual financial statements for the general government sector	Agency Budget Statements Section 5: Budgeted financial statements
Budget Paper No. 2: Budget Measures	

Budget revenue, expense and capital measures

Agency Budget Statements
Section 2: Agency resources for 2005-06

Budget Paper No. 3: Federal Financial Relations

Information on the Australian Government's relations with states, territories and local government, in particular, Specific Purpose Payments (SPPs)

Agency Budget Statements
Section 2: Agency resources for 2005-06
Section 3: Agency outcomes

Budget Paper No. 4: Agency Resourcing

Resourcing for Australian Government agencies, including Appropriation Bills

Agency Budget Statements
Section 2: Agency resources for 2005-06

Departmental and administered items

Under the Australian Government's accrual-based budgeting framework, and consistent with Australian Accounting Standards, transactions that agencies control (departmental transactions) are separately budgeted for and reported on from transactions agencies do not have control over (administered transactions). This ensures that agencies are only held fully accountable for the transactions over which they have control.

Departmental items

Assets, liabilities, revenues and expenses in relation to an agency or authority that are controlled by the agency. Departmental expenses include employee and supplier expenses and other administrative costs, which are incurred by the agency in providing its goods and services.

Administered items

Revenues, expenses, assets and liabilities that are managed by an agency or authority on behalf of the government according to set government directions. Administered expenses include subsidies, grants and personal benefit payments and administered revenues include taxes, fees, fines and excises.

Appropriations in the accrual budgeting framework

In the accrual budgeting framework, separate annual appropriations are provided for:

- Departmental price of outputs appropriations: representing the government's funding for outputs from agencies;
- Departmental capital appropriations: for investments by the government for either additional equity or loans to agencies or payments from previous years' outputs;
- Administered expense appropriations: for the estimated administered expenses relating to an existing outcome, a new outcome or a Specific Purpose Payment to the states; and
- Administered capital appropriations: for increases in administered equity through funding non-expense Administered payments.

Special appropriations fund the majority of payments from the Consolidated Revenue Fund (especially those that are entitlement driven or involve transfers to State governments). The appropriation framework is discussed further in the introduction to *Budget Paper No. 4: Agency Resourcing 2005-06*.

Components of agency financial statements

Reporting requirements for budgeted financial statements differ between agencies (for example, according to whether the agency participates in administered transactions). Therefore, not all agencies are required to report against all schedules.

The budgeted financial statements contain the estimates prepared in accordance with the requirements of the government's financial budgeting and reporting framework, including the principles of the Australian Accounting Standards and Statements of Accounting Concepts, as well as specific guidelines issued by the Department of Finance and Administration. They show the planned financial performance for the 2005-06 Budget year and each of the forward years from 2006-07 to 2008-09. The statements also include the estimated actual expenditure for 2004-05 for comparative purposes.

The schedules included in the budgeted financial statements for 2005-06 are as follows.

Statement/Schedule	Purpose
Budgeted departmental statement of financial performance	Shows the expected financial results for the agency. Identifies full accrual expenses and revenues, which highlights whether the agency is operating at a sustainable level.
Budgeted departmental statement of financial position	The financial position of the agency. It helps decision makers to track the management of assets and liabilities.
Budgeted departmental statement of cash flows	Provides information on the extent and nature of cash flows by categorising them into expected cash flows from operating activities, investing activities and financing activities.
Departmental capital budget statement	Shows all planned departmental capital expenditure (capital expenditure on non-financial assets), whether funded through capital appropriations for additional equity or borrowings, or from funds from internal sources.
Departmental property, plant, equipment and intangibles – summary of movement	Shows budgeted acquisitions and disposals of non-financial assets during the budget year.
Schedule of budgeted revenues and expenses administered on behalf of government	Identifies the main revenues and expenses administered on behalf of government.

Schedule of budgeted assets and liabilities administered on behalf of government	Shows the assets and liabilities administered on behalf of government.
Schedule of budgeted administered cash flows	Shows cash flows administered on behalf of government.
Schedule of administered capital budget	Shows details of planned administered capital expenditure.
Schedule of property, plant, equipment and intangibles — summary of movement	Discloses details of movements in administered non-financial assets.

Abbreviations and conventions

(a) The following notation may be used:

NEC/nec	not elsewhere classified
-	nil
..	not zero, but rounded to zero
na	not applicable
nfp	not for publication
\$m	\$ million
\$b	\$ billion

(b) 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

For further information about this publication please contact Mr John Walsh, Assistant Secretary, Corporate Group, Department of Parliamentary Services, on (02) 6277 8822.

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

Departmental Overview

Departmental responsibilities

The Department of Parliamentary Services (DPS) provides direct support to the Australian Parliament. The department reports to the Presiding Officers of the Parliament (the President of the Senate, Senator the Hon Paul Calvert and the Speaker of the House of Representatives, the Hon David Hawker MP).

Departmental outcome statement

The Presiding Officers have approved the following Outcome statement for the Department of Parliamentary Services:
"Occupants of Parliament House are supported by integrated services and facilities, Parliament functions effectively and its work and building are accessible to the public."

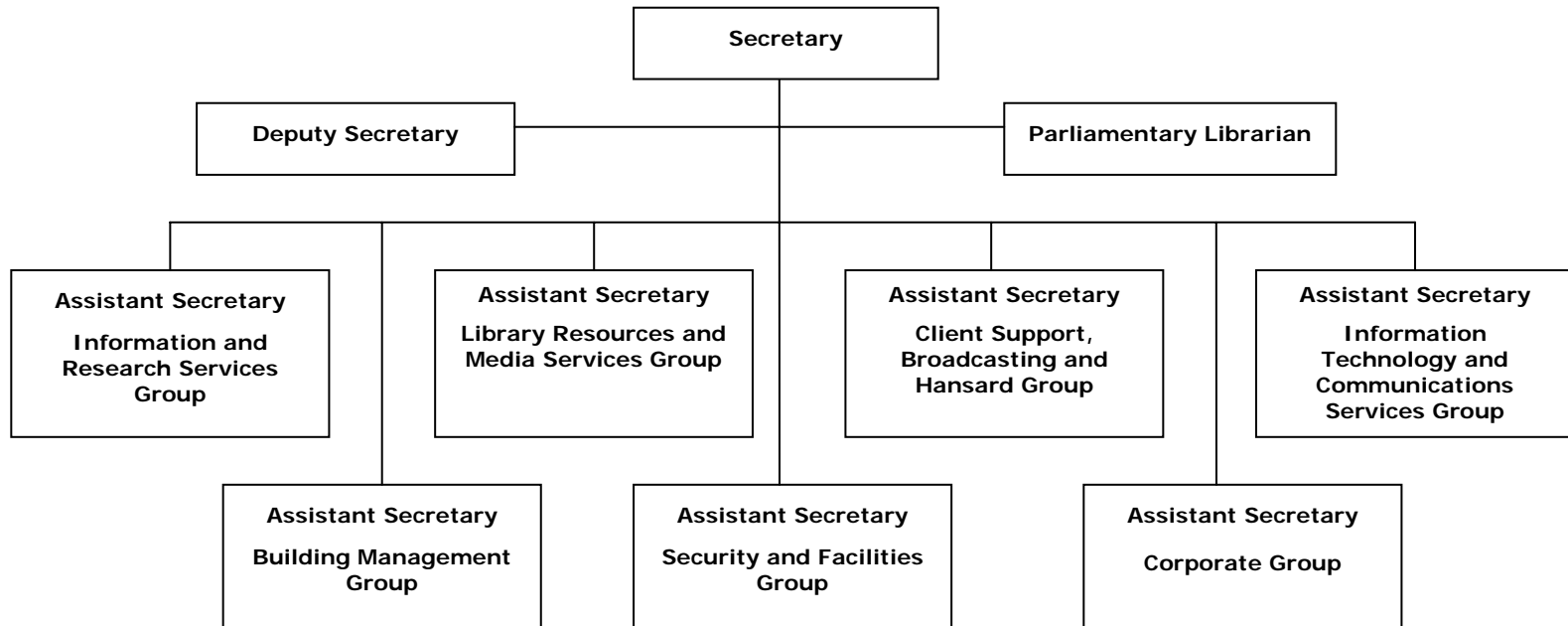
Departmental services

DPS provides a diverse range of services to Senators, Members, other building users and the general public, including:

- information, access, analysis and advice services;
- integrated reporting, information technology, broadcasting and communication services;
- building, systems, landscape, artworks and furniture maintenance, engineering and other building support services;
- visitor services, including management of The Parliament Shop and the Guide Service;
- food, health and recreation, cleaning and other housekeeping services; and
- support services to DPS and other parliamentary departments.

Departmental senior management structure

The following chart shows the DPS senior management structure. The structure is currently under review.



Department of Parliamentary Services

Australian Government Indigenous Expenditure (AGIE)

The Department of Parliamentary Services has no 2005-06 AGIE to report.

Budget Statement

Section 1: Overview

The Department of Parliamentary Services (DPS) provides a range of integrated services to support the operation of Parliament and occupants of Parliament House. DPS also facilitates access by the general public to the building and to the work of Parliament. These services are outlined in the Departmental Overview (page 1).

DPS also provides information and communication technology services to electorate offices.

Section 2: Resources for 2005-06

The total appropriation for the department in the 2005-06 Budget is \$130.722 million.

2.1: Appropriations and other resources

Table 2.1 shows the total resources from all origins for 2005-06, including appropriations. The table summarises how revenue will be applied by outcome, administered and departmental classification.

Table 2.1: Appropriations and other revenue 2005-06¹ ('000)

Outcome	Appropriation (Parliamentary Departments)				Revenue from other sources ³		Total resources
	\$'000	\$'000	\$'000	% ²	\$'000	% ⁴	\$'000
	Bill No. 1	Bill No. 2	Total approp				
Parl-DPS01¹							
Administered	10,630	-	10,630	100%	-	0%	10,630
Departmental	112,850	-	112,850	94%	6,766	6%	119,616
Total outcome	123,480	-	123,480	95%	6,766	5%	130,246
Departmental capital (equity injections)	-	476	476	100%	0	0%	476
Total resources	123,480	476	123,956	95%	6,766	5%	130,722

¹ Outcome Parl-DPS01: Occupants of Parliament House are supported by integrated services and facilities, Parliament functions effectively and its work and building are accessible to the public.

² Percentage figure indicates the percentage contribution of total appropriations to total resources.

³ Revenue from other sources includes other revenue from Government (resources free of charge) and receipts from independent sources (see Table 2.3).

⁴ Percentage figure indicates the percentage contribution of revenue from other sources to total resources.

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Budget Statement — Resources —DPS

2.2: 2005-06 Budget measures

Budget measures relating to the Department of Parliamentary Services as explained in Budget Paper No. 2 are summarised in Table 2.2. The table also identifies the relevant outcomes, administered items and outputs associated with each measure.

Table 2.2: Summary of measures disclosed in the 2005-06 Budget

Measure description	Outcome	Output groups affected	Appropriations budget 2005-06 (\$'000)	Appropriations forward estimate 2006-07 (\$'000)	Appropriations forward estimate 2007-08 (\$'000)	Appropriations forward estimate 2008-09 (\$'000)
			Dept outputs	Dept outputs	Dept outputs	Dept outputs
Budget measure: Q119 Efficiency dividend - raising from 1.0 to 1.25%	DPS01 ¹	All	-232	-468	-708	-708
Budget measure: Q517 Parliament House meeting rooms - audio-visual facilities and acoustic support - expense	DPS01 ¹	Group 2	18	18	18	18
Budget measure: Q518 Parliament House meeting rooms - audio-visual facilities and acoustic support - capital	DPS01 ¹	Group 2	476	-	-	-

¹ Outcome Parl-DPS01: Occupants of Parliament House are supported by integrated services and facilities, Parliament functions effectively and its work and building are accessible to the public.

Further details of the measures listed are published in Budget Paper No.2.

Budget Statement — Resources — DPS

2.3: Other receipts available to be used

Table 2.3 provides details of other receipts available to be used and includes FMA s.31 receipts, CAC body receipts that are available to be spent, special accounts (non-appropriation receipts) and resources received free of charge.

Table 2.3: Other receipts available to be used

	Estimated receipts 2004-05 \$'000	Budget estimate 2005-06 \$'000
Outcome: Parl-DPS01		
Departmental other receipts		
Electorate office support	1,708	1,720
Sale of goods and services	4,814	4,759
Revenue from sales of assets	22	40
Other	81	80
Resources received free	164	167
Total departmental other receipts available to be used	6,789	6,766

2.4: Movement of administered funds from 2004-05 to 2005-06

Table 2.4: Movement of administered funds from 2004-05 to 2005-06

Movements of funding between years	\$'000
An arrangement is in place with the Department of Finance and Administration whereby administered funding is provided for asset replacement and refurbishment works in Parliament House	9,700

2.5: Special accounts

Table 2.5: Estimates of special account flows and balances

	Opening balance				Closing balance	
		Receipts	Payments	Adjustments		
	2005-06	2005-06	2005-06	2005-06	2005-06	
	2004-05	2004-05	2004-05	2004-05	2004-05	
Outcome	\$'000	\$'000	\$'000	\$'000	\$'000	
Special accounts						
Services for other government and non-agency bodies	DPS01	-	-	-	-	
Special public money	DPS01	22	110	110	-	22
Comcare Trust Account						
Total special accounts and public money						
2005-06 Budget estimate		22	110	110	-	22
Total special accounts						
2004-05 estimated actual		32	111	121	-	22

2.6: Administered capital and departmental equity injections and loans

Funding has been approved for the installation of a hearing induction loop and updated audio visual equipment in the Cabinet Room and also in the two party rooms in the House of Representatives wing used by the Government and Opposition. This will bring all three rooms to a standard of facility which exists in other large meeting and committee rooms in Parliament House.

Section 3: Outcome

This section explains how the resources identified in Section 2 will be used to deliver outputs and administered items to contribute to the outcome for the Department of Parliamentary Services.

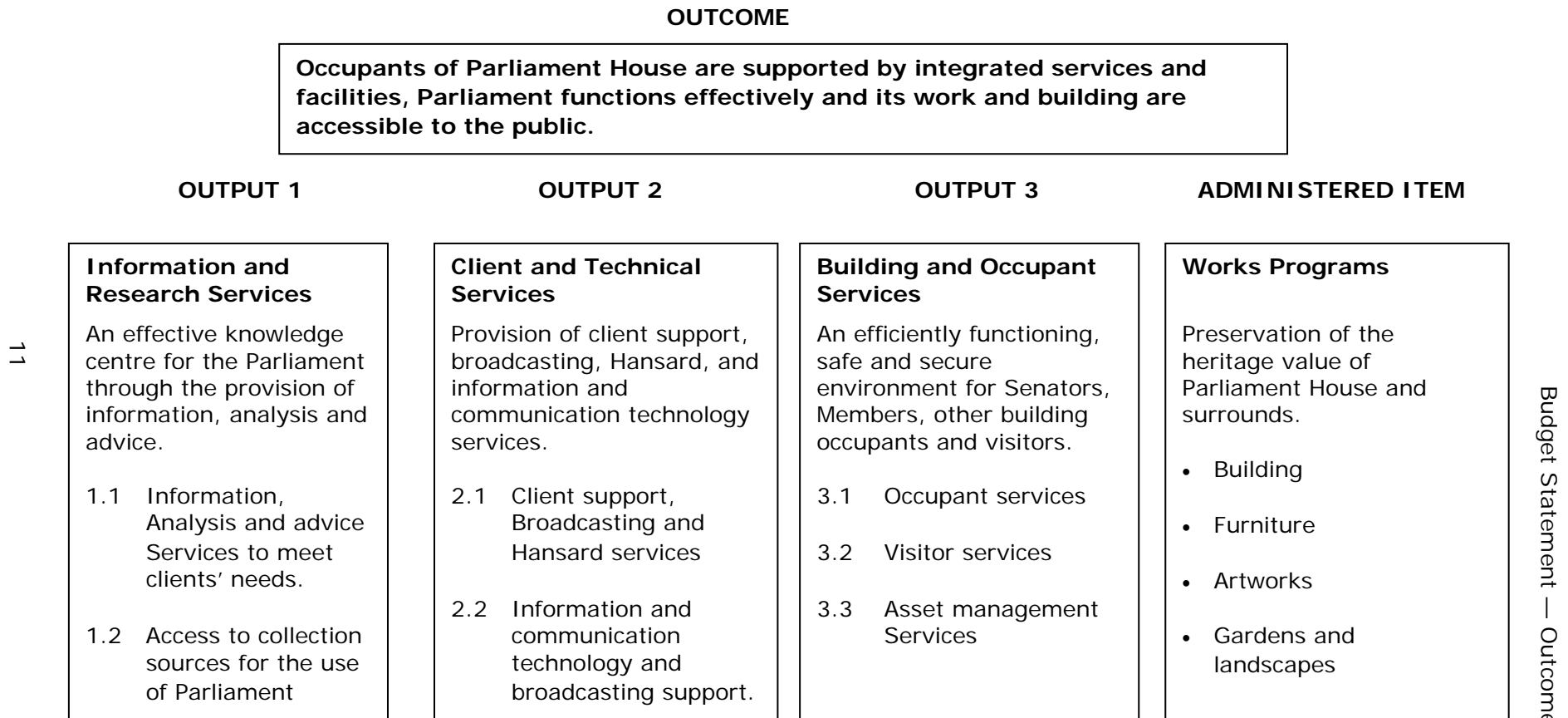
3.1: Summary of outcome, outputs and administered items

Output cost attribution

The department runs an activity-based costing system and uses a monthly step-down method to allocate overheads. All corporate overheads are initially allocated to operational cost centres. The corporate overheads are then allocated to cost-centre activities along with other cost-centre-specific overheads.

The relationship between activities of the Department of Parliamentary Services and the outcome is summarised in Figure 1.

Figure 1: Outcome and output groups and administered items



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3.2: Outcome resourcing

Table 3.1 shows how the 2005-06 Budget appropriations translate to total resourcing for the Outcome, including administered expenses, revenue from government (appropriation), revenue from other sources (Departmental) and the total price of outputs.

Table 3.1: Total resources for Outcome

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000
Administered appropriations		
Asset replacement by appropriation	11,116	10,630
Asset replacement by equity injection	11,700	-
Total administered appropriations	22,816	10,630
Services for other government and non-agency bodies	-	-
Total Special Account outflows	-	-
Departmental appropriations		
Output Group 1: Information and Research Services		
Output 1.1-Information, analysis and advice services to meet client needs	11,832	11,844
Output 1.2-Access to collection sources for the use of the Parliament	8,391	8,400
Subtotal Output Group 1	20,223	20,244
Departmental appropriations		
Output Group 2: Client and Technical Services		
Output 2.1-Client support, broadcasting and Hansard services	16,592	16,610
Output 2.2-Information and communication technology and broadcast support	20,609	20,630
Output 2.2-Asset acquisitions by equity injection	-	476
Subtotal Output Group 2	37,201	37,716
Departmental appropriations		
Output Group 3: Building and Occupant Services		
Output 3.1-Occupant services	30,936	30,968
Output 3.2-Visitor services	2,171	2,174

Budget Statement — Outcome — DPS

Output 3.3-Asset management services	22,200	22,224
Subtotal Output Group 3	55,307	55,366
Total revenue from government (appropriations) contributing to price of departmental outputs	112,731	113,326
Revenue from other sources		
Goods and services	6,522	6,479
Revenue from sales of assets	22	40
Other	81	80
Resources provided free	164	167
Total revenue from other sources	6,789	6,766
Total price of departmental outputs		
(Total revenue from government and from other sources)	119,520	120,092
from Special Accounts (estimated payments from Special Account balances)		
Services for other government and non-agency bodies	-	-
Total departmental Special Account outflows	-	-
Total estimated resourcing for Outcome 1	119,520	120,092
(Total price of outputs and administered appropriations)	142,336	130,722
	2004-05	2005-06
Average staffing level (number)	850	845

Table 3.2: Performance information for Outcome

Outcome	
Occupants of Parliament House are supported by integrated services and facilities, Parliament functions effectively, and its work and building are accessible to the public.	
Effectiveness	Stakeholder feedback
An assessment of various aspects of DPS services by Senators and Members and other building occupants	<p>A client survey conducted each Parliament that includes feedback on:</p> <ul style="list-style-type: none"> a) Appropriateness of, and satisfaction with, existing services; b) problems with service delivery; c) identification of service gaps; and d) the extent to which services and facilities are appropriately and conveniently integrated and accessible to assist the user.
Output 1 – Information and Research Services	
1.1 – Information, analysis and advice services to meet clients' needs	
<i>Description</i>	
Efficient and cost-effective provision of services that appear to satisfy clients' needs.	
Quality	
<i>Indicator</i>	<i>Measure/Target</i>
Client satisfaction with requests, general briefs and publications (GB&Ps) and media services	<p>High level of client satisfaction that services are tailored to meet their needs, confidential and impartial.</p> <p>This is a qualitative evaluation using:</p> <ul style="list-style-type: none"> a) information gained from office visits; b) comments in “bouquets and brickbats”; and c) focus groups with clients.

Quantity	
<i>Indicator</i>	<i>Measure/Target</i>
Client requests	Number of: a) requests handled; b) total hours spent on requests; and c) average hours spent on each request.
GB&Ps	Number of: a) GB&Ps produced; b) total hours spent on GB&Ps; and c) average hours spent on each GB&P.
Price	
<i>Indicator</i>	<i>Measure/Target</i>
Efficient and cost-effective response to requests	Average direct cost per request (staff time only) Average cost per request (total cost including overheads) Percentage reduction in cost of overheads
Efficient and cost-effective production of GB&Ps	Average direct cost per GB&P (staff time only) Average cost per GB&P (total cost including overheads) Percentage reduction in cost of overheads
Efficiency and cost-effectiveness	Percentage change in price of sub-output 1.1 compared to the estimated price and previous year's price.

1.2 – Access to collection sources for the use of Parliament

Description

Appropriate information is available and accessible to the Parliament.

Quality

<i>Indicator</i>	<i>Measure/Target</i>
Increased usage of Library databases	Increase in Parliamentary clients (not including library staff) accessing information from Parliamentary Library databases (percentage and number increases).
Client satisfaction	High level of client satisfaction with the range of products, timeliness, relevant material, accessibility and ability to find what they are looking for.

Quantity

<i>Indicator</i>	<i>Measure/Target</i>
Material added to Library databases	Percentage change and number of resources added to databases created by the Parliamentary Library.

Price

<i>Indicator</i>	<i>Measure/Target</i>
Efficient and cost-effective services	Percentage change in price of sub-output 1.2 compared to the estimated price and previous year's price. Percentage reduction in cost of each use of Parliamentary Library databases. Percentage reduction in cost of each new resource added to Parliamentary Library databases.

Output 2 – Client and Technical Services

2.1 – Client support, broadcasting and Hansard services

Description

Efficient and responsive “help desk” facilities for users of the Parliamentary Computing Network, audio-visual record of proceedings of Parliament (including committees) available for broadcasting and archiving, and accurate Hansard record of proceedings of Parliament (including committees).

Quality

<i>Indicator</i>	<i>Measure/Target</i>
<i>Client Support, Broadcasting, Hansard</i>	
Client satisfaction	High level of client satisfaction. This is a quantitative and qualitative evaluation using: <ul style="list-style-type: none"> a) information gained from office visits; and/or b) support desk calls; and/or c) client surveys.
<i>Client Support</i>	
Timeliness of problem resolution	Number of support requests resolved within service standards as follows: <ul style="list-style-type: none"> a) immediate priority – response 15 minutes, resolution 2 hours (target 90%); b) high priority – response 30 minutes, resolution 4 hours (target 90%); c) medium priority – response 30 minutes, resolution 8 hours (target 80%); and d) as agreed – response 60 minutes, resolution as agreed (target 100%).
<i>Hansard</i>	
Accuracy of transcription	Error rate per 100 pages transcribed, as notified by clients, by category: <ul style="list-style-type: none"> a) chambers; and b) committees. (target: reduction in error rate).

Budget Statement — Outcome — DPS

Timeliness of transcription	<p>Number of transcripts delivered for Chambers within the following standards:</p> <ul style="list-style-type: none"> a) individual draft speeches – two hours after speech finishes; b) electronic proof Hansard reports – within three hours after House rises; c) hard copy proof Hansard reports – available in Parliament House by 8.30am the following sitting day; d) electronic official Hansard – 10 working days following the last sitting day in the week; and e) hard copy official Hansard – delivered to publisher within 10 working days following the last sitting day in the week. <p>Number of transcripts delivered for Committees within the following standards:</p> <ul style="list-style-type: none"> a) within 24 hours; b) 1-3 days; c) 3-5 days; and d) over 5 days. <p>Committee transcripts for each category are negotiated with the Clerk Assistant, Committees.</p> <p>(target: increase in number of transcripts delivered within standards).</p>
Quantity	
<i>Indicator</i>	<i>Measure/Target</i>
<i>Client Support</i>	
Client Support services	<p>Number of client support services, by category:</p> <ul style="list-style-type: none"> a) support desk calls; b) training services; and c) consultations.

<i>Broadcasting</i>	
Broadcasting services	Hours of material captured on audio visual record, by category: a) chambers; b) committees; and c) client specific broadcast services.
<i>Hansard</i>	
Transcription services	Number of hours transcribed, by category: a) chambers; and b) committees.
Price	
<i>Indicator</i>	<i>Measure/Target</i>
<i>Client Support</i>	
Cost-effective client support services	Direct costs for client support, by category: a) cost per support desk call; b) cost per training service; and c) cost per consultation. (target: reduction in costs for client support per service).
<i>Broadcasting</i>	
Cost-effective broadcasting services	Direct costs for broadcasting services, by category: a) televised (chambers and committees) per hour; b) audio only (chambers and committees) per hour; and c) client specific broadcast services, per hour. (target: reduction in costs per hour for each service).

Budget Statement — Outcome — DPS

Hansard

Cost-effective Hansard services	Direct costs per hour for transcription, by category: a) chambers; and b) committees. (target: reduction in costs per hour).
Cost of all services	Percentage change in price of sub-output 2.1 compared to the estimated price and last year's price.

2.2 – Information and communication technology and broadcasting support

Description

Provision of infrastructure to support Parliamentary Computing Network and parliamentary communications systems. Provision of audio-visual infrastructure to support recording and broadcasting of parliamentary proceedings. Development and delivery of new ICT or broadcasting products or applications.

Quality

<i>Indicator</i>	<i>Measure/Target</i>
High level of critical system availability (availability is defined as critical systems being operational and useable during scheduled service hours).	<p>No unscheduled downtime for critical information technology, communications and broadcasting infrastructure during scheduled service hours, those being:</p> <p>a) sitting days – 8.00am to 6.00pm and while Parliament sits outside these hours; and</p> <p>b) non-sitting days – 8.00am to 6.00pm.</p> <p>Availability will be exception reported as the number of incidents, and the duration of these, where critical services are unavailable or unusable during scheduled service hours.</p> <p>Critical systems are defined as:</p> <p>a) House of Representatives applications:</p> <ul style="list-style-type: none"> • Chamber applications; and • Table Office applications. <p>b) Senate applications:</p> <ul style="list-style-type: none"> • Table Office and Procedures Office. <p>c) Hansard applications;</p> <p>d) OneOffice;</p> <p>e) Building Management System (BMS);</p> <p>f) Parliamentary Computing Network (PCN);</p> <p>g) home servers;</p> <p>h) printing; and</p> <p>i) e-mail.</p>

Budget Statement — Outcome — DPS

Extent to which projects meet quality standards and objectives	<p>Projects are delivered on time, on budget, with clients satisfied with project deliverables.</p> <p>Stakeholder satisfaction – 100% of projects meet stakeholder requirements, measured in terms of:</p> <ul style="list-style-type: none"> a) client expectations; b) business outcomes; and c) quality of the project deliverables. <p>Budget – 95% of projects within original approved budget, the remainder within 10% of original approved budget.</p> <p>Time – 80% of projects delivered on time, the remainder within three months.</p> <p>Continuing certification for quality standard <i>ISO AS/NZS 9001:2000</i>.</p>
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Quantity

<i>Indicator</i>	<i>Measure/Target</i>
Volume of ICT services required	<p>Number of users, by category, on the PCN.</p> <p>Percentage change in number of users, by category and in total.</p> <p>Number of telephone calls made, facsimiles sent, email and Internet use.</p> <p>Percentage change in number of telephone calls made, facsimiles sent, email and Internet use.</p>

Price

<i>Indicator</i>	<i>Measure/Target</i>
Cost-effective provision and support of infrastructure	<p>Percentage reduction in cost per registered user on PCN.</p> <p>Percentage reduction in cost per telephone call made, facsimile sent, email sent.</p> <p>Percentage change in price of sub-output 2.2 compared to the estimated price and last year's price.</p>

Output 3 – Building and Occupant Services

3.1 – Occupant services

Description

Provision of efficient security services, health and well-being services and facilities management for Parliament House.

Quality

Indicator

Measure/Target

Security services

Performance of security systems

Percentage of security asset replacement program achieved (target 90%).

Availability of operational systems and continuity arrangements:

- a) card management system (target: availability 99.8%; failure response in two hours or less);
 - b) radio communication equipment (target: availability 99.8% and the unscheduled downtime affects not more than one channel at a time; spare base for use if more than one channel fails);
 - c) x-ray equipment/walk through metal detection (target: availability 99.8% and the unscheduled downtime not more than two machines at once; repairs within 48 hours of report to contractor);
 - d) CCTV/scanning (target: availability 98%; repairs within 48 hours of report to contractor); and
 - e) doors, alarms and satellite stations (target: availability 99.8%; failure response in one hour during period 9am-5pm, otherwise two hours).
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Budget Statement — Outcome — DPS

Extent to which security procedures followed	Percentage of reported security incidents dealt with in accordance with agreed procedures (target 100%). Percentage implementation of responses to issues raised by security validation exercises (target 100%). Percentage of Threat Image Projections (TIPS) correctly identified by PSS officers conducting X-Ray security screening duties (target 80%). ¹
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Facilities management

Client satisfaction	High level of building occupant and function-user satisfaction with services including the management of catering, cleaning, pest control and functions.
Effective contract management	Cleaning and catering contractors' performance, measured using a seven-point scale (target: four, satisfactory performance).

Quantity

<i>Indicator</i>	<i>Measure/Target</i>
<i>Security services</i>	
Validation of security procedures	Number of security validation exercises undertaken compared to target (target: 12 per year).
Security incidents	Number of reported security incidents.
Security services	Number of PSS and contract security hours per month. Number of official visits and Parliamentary functions requiring extra security resources.
Business plan implemented	Percentage of key actions achieved (target 85%).

<i>Facilities management (including health and well-being services)</i>	
Nurses Centre	Number of requests for first aid services. Number of requests for health support services from Senators and Members.
Health & Recreation Centre	Number of members. Number of casual visits. Number of attendees to classes.
Business plan implemented	Percentage of key actions achieved (target 85%)
Price	
<i>Indicator</i>	<i>Measure/Target</i>
<i>Security</i>	
Cost-effective security services	Full cost for security: a) PSS; b) AFP-PS; and c) overheads. Total cost of routine security services. Cost of Parliamentary functions and visits requiring extra security resources.
<i>Facilities management</i>	
Revenue generated	Net revenue (revenue less the cost of contract management and other services required to generate revenue) from all chargeable activities.
Cost of all services	Percentage change in price of sub-output 3.1 compared to the estimated price and last year's price.

3.2 – Visitor services

Description

Provide information, retail and other services for visitors to Parliament House.

Quality

<i>Indicator</i>	<i>Measure/Target</i>
Level of community engagement with Parliament House	Total number of visitors to Parliament House.
Level of visitor satisfaction	High level of visitor satisfaction with visitor services (measured by visitor surveys). Percentage of visitors who lodge complaints about Visitor Services or Parliament Shop.

Quantity

<i>Indicator</i>	<i>Measure/Target</i>
Parliament Shop customers	Increased numbers of Parliament Shop customers. Increased percentage of visitors to Parliament House who are Parliament Shop customers.
Visitor access to Parliament House	Number of school tours conducted (total number of participants). Number of special tours conducted (total number of participants).
Business plan implemented	Percentage of key actions achieved (target 85%).

Price

<i>Indicator</i>	<i>Measure/Target</i>
Revenue generated	Increased revenue generated from the Parliament Shop (target 5%). Increased net profit generated from the Parliament Shop (target 12%). Increased average spending per customer of the Parliament Shop (target 5%). Increased revenue raised through paying tours (target 5%).

Cost per visitor	Cost per visitor to Parliament House. ²
Cost of all services	Percentage change in price of sub-output 3.2 compared to the estimated price and last year's price.

3.3 – Asset management services

Description

Maintain Parliament House (including preserving design integrity) and its engineering systems, landscape and other building and asset management systems. Manage and expand the Parliament House Art Collection.

Quality

<i>Indicator</i>	<i>Measure/Target</i>
Extent to which design integrity is preserved	<i>Design Integrity Index</i> – the current design features of Parliament House measured as a percentage of the original design intent (target 90%).
Extent to which building and landscape condition are maintained	<i>Building Condition Index</i> – the current condition of the building fabric of Parliament House, expressed as a percentage of the original condition (target 89-92%). <i>Landscape Condition Index</i> – the current condition of the landscape surrounding Parliament House expressed as a percentage of the total possible condition (target 90%).

Quality

<i>Indicator</i>	<i>Measure/Target</i>
Condition of engineering systems	<i>Engineering Systems Condition Index</i> – the current operation and condition of engineering systems in Parliament House against the expected decline of those systems through their life cycles ³ (target 90). Air quality in Parliament House (new indicator; target being developed).
Controlling potential negative impact on the surrounding environment.	Energy consumption (target: 1% reduction in Kwhrs over the next 3 years). Greenhouse gas emissions (target: 1.5% reduction).

Budget Statement — Outcome — DPS

Water consumption (target: 5% reduction over the next 3 years).

Recycling (target: increase in percentage of total waste recycled).

Participating as part of the local community to achieve environmental and other goals.	Extent of compliance with ACT water restrictions Contribution to ACT waste reduction targets
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Quantity

<i>Indicator</i>	<i>Measure/Target</i>
Maintenance of plant and building fabric	Percentage of planned maintenance achieved (including landscape maintenance) (target 85%).
Extent to which planned maintenance prevents breakdowns.	Ratio of planned maintenance to breakdown response (target minimum 85% planned maintenance/maximum 15% breakdown response).
Maintenance Services help desk requests	Number of help desk calls, by client group.
Business plan implemented	Percentage of key actions achieved (target 85%).

Price

<i>Indicator</i>	<i>Measure/Target</i>
Cost-effective maintenance	Reduced maintenance cost per m ² for: a) building fabric; b) engineering systems; and c) landscape. (target: 1.25% reduction over previous year)
Cost-effective use and purchase of energy	Contain cost increase to 1% of cost per m ² over previous year.
Cost-effective use and purchase of water/sewage services	Contain cost increase to same percentage as water price increase over previous year.
Cost of all services	Percentage change in price of sub-output 3.3 compared to the estimated price and last year's price.

Administered Item – Works Programs

Description

Plan, develop and deliver into service:

- a) a building works program⁴;
- b) a status B⁵ furniture conservation and replacement program; and
- c) an artworks conservation and development program

These programs are to support the operation of Parliament into the future, while at the same time preserving the design integrity of the architecture, engineering systems, art and landscape that make up Parliament House.

Quality

<i>Indicator</i>	<i>Measure/Target</i>
Extent to which design integrity is preserved	<i>Design Integrity Index</i> – the current design features of Parliament House measured as a percentage of the original design intent (target 90%).
A quality standard is applied to the building works program	Continuing certification for quality standard <i>ISO AS/NZS 9001:2000</i> .

Quality

<i>Indicator</i>	<i>Measure/Target</i>
Extent to which projects meet quality standards and objectives	Client satisfaction with project deliverables (target: 90% of works projects meet stakeholder requirements, measured in terms of: <ul style="list-style-type: none"> a) client expectations; b) business outcomes; and c) quality of project deliverables).
Extent to which status B furniture is preserved	<i>Furniture Condition Index</i> – the current condition of status B furniture controlled by DPS, expressed as a percentage of the original condition (target 75% ⁶).
Extent to which art collection is preserved	Percentage of artworks conservation program achieved (target 85%).

Quantity

<i>Indicator</i>	<i>Measure/Target</i>
Extent to which projects completed on time.	Projects are delivered to agreed timetables (target 95% of works projects).

Price

<i>Indicator</i>	<i>Measure/Target</i>
Extent to which projects completed within budget	Of projects completed during the financial year: a) 95% are within original approved budget, subject to increases for latent conditions or changes to the scope of the project; and b) total of expenditure is within original approved budget, subject to increases for latent conditions or changes to the scope of projects.
Extent to which administered funds are expended	Percentage of approved Administered funds expended.

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1. TIPS are computer images randomly inserted onto scanning equipment.
 2. Calculated by the expenditure for Visitor Services divided by the number of visitors.
 3. The system of scoring has been designed so that the optimum target of 90 is achieved if all systems are ageing through their life cycle as expected.
 4. Building works undertaken in this program are designed to replace administered asset components, change asset functionality and/or extend the useful life of assets, and include some landscape work.
 5. Status B furniture is furniture that was designed and built specifically for Parliament House.
 6. The target for 2005-06 reflects that a management strategy for this furniture has only been in place for 2 years. It will be approximately another two years before the condition and target can be brought into line with the other condition indices.

Output structure changes

DPS is reviewing the way it develops and delivers its services and facilities. The objective is to improve the way we make decisions, leading to greater transparency and accountability, improved allocation of resources and more appropriate services for our clients.

The process will not be completed until some way through the 2005-06 financial year. The new shape of the department may result in changes to the Output structure, although it is unlikely to change the content of our performance measures significantly. It is envisaged that the revised Outputs will include:

- infrastructure services that support the day-to-day operation of Parliament House, the building occupants and visitors;
- product and service development that creates and implements the capability to support Parliament House, building occupants and visitors into the future;
- content management services that create, validate, maintain, archive and make accessible public domain information associated with the operation of Parliament; and
- research, analysis and advice services.

The final output structure developed as a result of the review will be detailed in the 2006-07 Portfolio Budget Statement.

Section 4: Other reporting requirements

4.1: Purchaser-provider arrangements

Cross agency overview

DPS has a purchaser-provider arrangement with the Department of Finance and Administration (Finance) for the provision of information technology support to electorate offices.

Electorate Office support

The Presiding Officers and the Special Minister of State signed an agreement on 14 May 2003 in respect of IT support to Senators and Members and their staff in electorate offices on behalf of Finance, who will meet agreed costs to provide this support.

Under this agreement:

- (a) DPS and Finance will be jointly responsible for information technology strategy and infrastructure for Parliament House, electorate offices and mobile use;
- (b) DPS (in consultation with Finance) will develop and maintain the Standard Operating Environment which will be used in Parliament House and electorate offices, and for mobile use;
- (c) DPS will provide service desk and remote desktop support services; and
- (d) Finance will engage external contractors to supply, maintain and support on-site hardware in electorate offices, to maintain communication links to Parliament House from electorate offices and to provide training services for electorate office staff.

Management meetings, between Finance, DPS and the external contractor (Volante) responsible for managing the Services, are held at least monthly. In these meetings, DPS and Finance will:

- (a) review procedures and processes and determine what improvements should be made to improve service delivery;

Budget Statement — Other reporting requirements —DPS

- (b) review the impact of the on-site provider (Volante) on DPS's service delivery; and
- (c) review the impact of DPS on Volante's service delivery.

Six-monthly Executive Service Review meetings are held between senior executive staff from Finance and DPS. The purpose of these meetings is to:

- (a) review the previous six months' service provision;
- (b) review charges for the previous six months;
- (c) verify whether objectives are being met;
- (d) agree plans for the coming six months;
- (e) address any significant procedural or operational issues; and
- (f) review the level of DPS resourcing and service quality and performance to agree whether or not resource levels need to be adjusted (up or down).

The cost of providing this service for the 2005-2006 financial year is estimated at \$1.72 million.

4.2: Cost recovery arrangements

DPS does not have any cost recovery arrangements.

Section 5: Budgeted financial statements

5.1: Analysis of budgeted financial statements

Budgeted departmental statements

Financial performance

In the 2003-04 budget, \$6m was provided to the chamber departments for increased security at Parliament House. The government also decided that the Parliamentary departments were to fund offsetting savings to pay for this additional expenditure, and as a result, the forward years' budgets for each of the then five Parliamentary departments was reduced by a one-fifth share of the total required savings.

Following the amalgamation of the three joint departments to form DPS, the 2004-05 DPS budget papers reflected a reduction of \$3.684m, being the sum of the required savings applied to the three former joint departments. In the context of the 2004-05 budget, ERC provided for a one-off increase in expense funding of \$1.3m to offset DPS security costs that would have otherwise been billed to the chamber departments.

On 1 July 2004, the funding for the security function was transferred from the chamber departments to DPS, along with \$2.456m of the required savings that had originally been allocated to those departments.

The 2004-05 budgeted revenue from government reflects total savings of \$4.84m, being \$6.14m in required savings as a result of the amalgamation of the former joint Parliamentary departments and the transfer of the Security function, offset by \$1.3m from the one-off increase.

The 2005-06 budgeted revenue from government reflects the full impact of the \$6.26m cut for the required savings.

DPS is anticipating an operating surplus in 2004-05 of \$1.6m. This surplus is expected from;

- (a) a reduction in the depreciation charge resulting from a slowdown in asset replacement activities in the first full year of operations of DPS;

- (b) savings realised from reduced supplier activity due to the election; and
- (c) a general tightening in expenditure across all groups.

Cash flows

The budget for cash used for employees in 2005-06 is less than that expected for 2004-05 as the 2004-05 figure includes 27 pays.

The expected purchase of property, plant and equipment in 2004-05 reflects the slowdown in asset replacement activities in the first full year of operation of DPS.

Budgeted administered schedules

A non-lapsing arrangement is in place with the Department of Finance and Administration which provides administered funding for asset replacement and refurbishment works in Parliament House. Administered funding is not based on the annual depreciation charge on the administered assets. The agreement provides that commitments spanning financial years will remain funded, to reflect the nature of major building works.

Administered cash flows

The expected cash received from the Official Public Account in 2004-05 reflects the additional expenditure of \$11.7m for the construction of a barrier system around the internal perimeter of Parliament Drive and for other associated security measures.

Budgeted financial statements — DPS

5.2: Budgeted financial statements tables

Table 5.1: Budgeted departmental statement of financial performance for the period ended 30 June

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
REVENUE					
Revenues from ordinary activities					
Revenues from Government	112,731	112,850	115,045	116,786	118,860
Goods and services	6,522	6,479	6,528	6,552	6,585
Revenue from sales of assets	22	40	40	40	40
Other	81	80	80	80	80
Resources received free	164	167	178	179	179
Revenues from ordinary activities	119,520	119,616	121,871	123,637	125,744
EXPENSE					
Expenses from ordinary activities (excluding borrowing costs expense)					
Employees	57,600	59,053	60,862	61,907	63,382
Suppliers	41,151	40,246	40,351	41,035	41,603
Resources free	164	167	178	179	179
Depreciation and amortisation	19,005	20,150	20,480	20,516	20,580
Expenses from ordinary activities (excluding borrowing costs expense)	117,920	119,616	121,871	123,637	125,744
Borrowing costs expense	-	-	-	-	-
Operating surplus or (deficit) from ordinary activities	1,600	0	0	0	0
Net surplus or deficit attributable to the Australian Government	1,600	0	0	0	0

Table 5.2: Budgeted departmental statement of financial position as at 30 June

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
ASSETS					
Financial assets					
Cash	3,701	3,701	3,701	3,701	3,701
Receivables	803	797	803	800	800
Accrued revenues	32,139	30,868	35,309	40,004	45,192
Total financial assets	36,643	35,366	39,813	44,505	49,693
Non-financial assets					
Infrastructure, plant and equipment	55,178	57,404	55,154	52,552	49,489
Inventories	187	187	187	187	187
Intangibles	12,580	12,293	10,853	10,199	9,642
Other non-financial assets	910	922	935	947	947
Total non-financial assets	68,855	70,806	67,129	63,885	60,265
Total assets	105,498	106,172	106,942	108,390	109,958
LIABILITIES					
Interest bearing liabilities					
Leases	495	250	-	-	-
Provisions					
Employees	17,155	18,078	19,087	20,526	22,088
Other provisions	450	-	-	-	-
Total provisions	17,605	18,078	19,087	20,526	22,088
Payables					
Suppliers	2,582	2,552	2,563	2,572	2,578
Total liabilities	20,682	20,880	21,650	23,098	24,666

Budgeted financial statements — DPS

EQUITY*					
Parent entity interest					
Contributed equity	84,990	85,466	85,466	85,466	85,466
Reserves	-	-	-	-	-
Retained surpluses accumulated deficits	(174)	(174)	(174)	(174)	(174)
Total equity	84,816	85,292	85,292	85,292	85,292
Current assets	36,830	35,553	40,000	44,692	49,880
Non-current assets	68,668	70,619	66,942	63,698	60,078
Current liabilities	13,325	13,401	14,017	14,889	15,833
Non-current liabilities	7,357	7,481	7,634	8,210	8,835

*Note: 'equity' is the residual interest in assets after deduction of liabilities.

Table 5.3: Budgeted departmental statement of cash flows for the period ended 30 June

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
OPERATING ACTIVITIES					
Cash received					
Goods and services	7,578	6,633	7,176	7,215	7,244
Appropriations	104,497	114,121	110,604	112,091	113,672
Other	4,531	5,448	4,864	4,939	4,966
Total cash received	116,606	126,202	122,644	124,245	125,882
Cash used					
Employees	58,858	58,130	59,854	60,468	61,820
Suppliers	46,939	46,252	45,790	46,557	47,142
Total cash used	105,797	104,382	105,644	107,025	108,962
Net cash from or (used by) operating activities	10,809	21,820	17,000	17,220	16,920
INVESTING ACTIVITIES					
Cash received					
Proceeds from sales of property, plant and equipment	22	40	40	40	40
Cash used					
Purchase of property, plant and equipment	10,831	22,336	17,040	17,260	16,960
Net cash from or (used by) investing activities	(10,809)	(22,296)	(17,000)	(17,220)	(16,920)
FINANCING ACTIVITIES					
Cash received					
Appropriations - contributed equity	-	476	-	-	-
Net cash from or (used by) financing activities	-	476	-	-	-
Net increase or (decrease) in cash held	-	-	-	-	-
Cash at the beginning of the reporting period	3,701	3,701	3,701	3,701	3,701
Cash at the end of the reporting period	3,701	3,701	3,701	3,701	3,701

Table 5.4: Departmental capital budget statement

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
CAPITAL APPROPRIATIONS					
Total equity injections	-	476	-	-	-
Represented by:					
Purchase of non-financial assets	-	476	-	-	-
Total represented by					
PURCHASE OF NON-FINANCIAL ASSETS					
Funded by capital appropriation	-	476	-	-	-
Funded internally by Departmental resources	10,831	21,860	17,040	17,260	16,960
Total	10,831	22,336	17,040	17,260	16,960

**Table 5.5: Departmental property, plant, equipment and intangibles
— summary of movement (Budget year 2005-06)**

	Other infrastructure plant and equipment \$'000	Computer software \$'000	Total \$'000
As at 1 July 2005			
Gross book value	172,147	28,080	200,227
Accumulated depreciation	(116,969)	(15,500)	(132,469)
Opening net book value	55,178	12,580	67,758
Additions:			
By purchase	18,036	4,300	22,336
Depreciation/amortisation expense	(15,563)	(4,587)	(20,150)
Other movements	(247)	-	(247)
Disposals:			
other disposals	-	-	-
As at 30 June 2006			
Gross book value	174,036	28,380	202,416
Accumulated depreciation	(116,632)	(16,087)	(132,719)
Closing net book value	57,404	12,293	69,697

Table 5.6: Schedule of budgeted revenues and expenses administered on behalf of Government for the period ended 30 June

	Estimated actual 2004-05 \$'000	Budget estimates 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
REVENUES ADMINISTERED ON BEHALF OF GOVERNMENT					
Total revenues administered on behalf of Government	-	-	-	-	-
EXPENSES ADMINISTERED ON BEHALF OF GOVERNMENT					
Depreciation and amortisation	40,055	40,525	40,811	41,098	41,384
Total expenses administered on behalf of Government	40,055	40,525	40,811	41,098	41,384

Table 5.7: Schedule of budgeted assets and liabilities administered on behalf of Government as at 30 June

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
ASSETS ADMINISTERED ON BEHALF OF GOVERNMENT					
Financial assets					
Receivables	9,700	9,700	9,700	9,700	9,700
Other financial assets	181	89	89	89	89
Total financial assets	9,881	9,789	9,789	9,789	9,789
Non-financial assets					
Land and buildings	1,283,871	1,255,213	1,226,286	1,197,089	1,167,623
Infrastructure, plant and equipment	29,467	27,320	25,156	22,975	20,777
Heritage and cultural assets	84,993	85,903	86,813	87,723	88,633
Intangibles	14,178	14,178	14,178	14,178	14,178
Total non-financial assets	1,412,509	1,382,614	1,352,433	1,321,965	1,291,211
Total assets administered on behalf of Government	1,422,390	1,392,403	1,362,222	1,331,754	1,301,000
LIABILITIES ADMINISTERED ON BEHALF OF GOVERNMENT					
Payables					
Suppliers	100	100	100	100	100
Other payables	90	90	90	90	90
Total payables	190	190	190	190	190
Total liabilities administered on behalf of Government	190	190	190	190	190

Table 5.8: Schedule of budgeted administered cash flows for the period ended 30 June

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
INVESTING ACTIVITIES					
Cash used					
Purchase of property, plant and equipment and intangibles	22,816	10,630	10,630	10,630	10,630
Net cash from or (used by) investing activities	(22,816)	(10,630)	(10,630)	(10,630)	(10,630)
FINANCING ACTIVITIES					
Cash received					
Cash from Official Public Account	22,816	10,630	10,630	10,630	10,630
Total cash received	22,816	10,630	10,630	10,630	10,630
Net cash from or (used by) financing activities	22,816	10,630	10,630	10,630	10,630
Net increase or (decrease) in cash held					
Cash at beginning of reporting period	-	-	-	-	-
Cash at end of reporting period	-	-	-	-	-

Table 5.9: Schedule of administered capital budget

	Estimated actual 2004-05 \$'000	Budget estimate 2005-06 \$'000	Forward estimate 2006-07 \$'000	Forward estimate 2007-08 \$'000	Forward estimate 2008-09 \$'000
CAPITAL APPROPRIATIONS					
Administered capital	11,700	-	-	-	-
Total capital appropriations	11,700	-	-	-	-
Represented by:					
Purchase of non-financial assets	11,700				
Total represented by	11,700	-	-	-	-
PURCHASE OF NON-FINANCIAL ASSETS					
Funded by capital appropriation	11,700	-	-	-	-
Funded internally by Departmental resources	11,116	10,630	10,630	10,630	10,630

**Table 5.10: Schedule of property, plant, equipment and intangibles
— summary of movement (Budget Year 2005-06)**

	Land	Buildings	Other infrastructure plant and equipment	Heritage and cultural assets	Work in progress	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
As at 1 July 2005						
Gross book value	22,500	1,336,452	34,111	84,993	14,179	1,492,235
Accumulated depreciation	-	(75,081)	(4,644)	-	-	(79,725)
Opening net book value	22,500	1,261,371	29,467	84,993	14,179	1,412,510
Additions by purchase	-	-	-	910	9,720	10,630
Depreciation/amortisation expense	-	(38,136)	(2,389)	-	-	(40,525)
Other movements	-	9,478	242	-	(9,720)	-
As at 30 June 2006						
Gross book value	22,500	1,345,930	34,353	85,903	14,179	1,502,865
Accumulated depreciation	-	(113,217)	(7,033)	-	-	(120,250)
Closing net book value	22,500	1,232,713	27,320	85,903	14,179	1,382,615

5.3: Notes to the financial statements

Departmental financial statements and schedule of administered activity

Under the Australian Government's accrual-based budgeting framework, and consistent with Australian Accounting Standards, transactions that agencies control (departmental transactions) are separately budgeted for and reported on from transactions agencies do not have control over (Administered transactions). This ensures that agencies are only held fully accountable for the transactions over which they have control.

Departmental items are those assets, liabilities, revenues and expenses in relation to an agency or authority that are controlled by the agency. Departmental expenses include employee and supplier expenses and other administrative costs, which are incurred by the agency in providing its goods and services.

Administered items are revenues, expenses, assets and liabilities that are managed by an agency or authority on behalf of the Government according to set Government directions. Administered expenses include subsidies, grants and personal benefit payments and Administered revenues include taxes, fees, fines and excises.

Appropriations in the accrual budgeting framework

Under the Australian Government's accrual budgeting framework, separate annual appropriations are provided for:

- Departmental price of outputs appropriations, representing the Government's funding for outputs from agencies;
- Departmental capital appropriations for investments by the Government for either additional equity or loans in agencies;
- Administered expense appropriations, for the estimated Administered expenses relating to an existing outcome, a new outcome or a Specific Purpose Payment to the States; and
- Administered capital appropriations, for increases in Administered equity through funding non-expense Administered payments.

Asset valuation

From 1 July 2002 Commonwealth agencies and authorities are required to use either the cost basis or the fair value basis to measure Property, Plant and Equipment. The shift from the deprival method of valuation to fair value has occurred gradually over a three-year period. Fair value essentially reflects the current market value of an asset.

Glossary

Accrual Accounting	System of accounting where items are brought to account and included in the financial statements as they are earned or incurred, rather than as they are received or paid.
Accumulated Depreciation	The aggregate depreciation recorded for a particular depreciating asset.
Administered Items	Expenses, revenues, assets or liabilities managed by agencies on behalf of the Commonwealth. Agencies do not control administered items. Administered expenses include grants, subsidies and benefits. In many cases, administered expenses fund the delivery of third party Outputs.
Additional estimates	Where amounts appropriated at Budget time are insufficient, Parliament may appropriate more funds to portfolios through the Additional Estimates Acts.
Additional Estimates Bills or Acts	These are Appropriation Bills Nos 3 and 4, and a separate Bill for the Parliamentary Departments (Appropriations (Parliamentary Departments) Bill (No. 2)). These Bills are introduced into Parliament after the Budget Bills.
Appropriation	An authorisation by Parliament to spend moneys from the Consolidated Revenue Fund for a particular purpose.
Annual Appropriation	Two appropriation Bills are introduced into Parliament in May and comprise the Budget for the financial year beginning 1 July. Further Bills are introduced later in the financial year as part of the additional estimates. Parliamentary departments have their own appropriations.
Assets	Future economic benefits controlled by an entity as a result of past transactions or other past events.

Glossary

Capital expenditure	Expenditure by an agency on capital projects, for example purchasing a building.
Consolidated Revenue Fund	Section 81 of the Constitution stipulates that all revenue raised or money received by the Commonwealth forms the one consolidated revenue fund (CRF). The CRF is not a bank account. The Official Public Account reflects most of the operations of the CRF.
Departmental items	Assets, liabilities, revenues and expenses that are controlled by the agency in providing its Outputs. Departmental items would generally include computers, plant and equipment assets used by agencies in providing goods and services and most employee expenses, supplier costs and other administrative expenses incurred.
Depreciation	Apportionment of an asset's capital value as an expense over its estimated useful life to take account of normal usage, obsolescence, or the passage of time.
Effectiveness indicators	Measures the joint or independent contribution of Outputs and administered items to the achievement of their specified Outcome.
Efficiency indicators	Measures the adequacy of an agency's management of its Outputs (and where applicable, administered items). Includes Price, Quality and Quantity indicators. The interrelationship between the three efficiency indicators of any one Output should be considered when judging efficiency.
Equity or Net Assets	Residual interest in the assets of an entity after deduction of its liabilities.
Expense	Total value of all of the resources consumed in producing goods and services or the loss of future economic benefits in the form of reductions in assets or increases in liabilities of an entity.

Fair value	Valuation methodology: The amount for which an asset could be exchanged, or a liability settled, between knowledgeable and willing parties in an arm's length transaction. The fair value can be affected by the conditions of the sale, market conditions and the intentions of the asset holder.
Intermediate Outcomes	More specific medium-term impacts (eg. trend data, targets or milestones) below the level of the planned Outcomes specified in the Budget. A combination of several intermediate Outcomes can at times be considered as a proxy for determining the achievement of Outcomes or progress towards Outcomes. (see <i>Outcomes</i>)
Liabilities	Future sacrifices of economic benefits that an entity is presently obliged to make to other entities as a result of past transactions or other past events.
Measure	A decision by the Cabinet or Ministers that has been finalised since the 2001-02 Budget and has resulted in a change in expenditure in the years 2002-03 to 2005-06.
Operating result	Equals revenue less expense.
Outcomes	The Government's objectives in each portfolio area. Outcomes are desired results, impacts or consequences for the Australian community as influenced by the actions of the Australian Government. Actual Outcomes are assessments of the end-results or impacts actually achieved.
Output Groups	A logical aggregation of agency Outputs, where useful, and based either on homogeneity, type of product, business line or beneficiary target group. Aggregation of Outputs may also be needed for the provision of adequate information for performance monitoring, or based on a materiality test.

Glossary

Outputs	The goods and services produced by agencies on behalf of government for external organisations or individuals. Outputs also include goods and services for other areas of government external to the agency.
Price	One of the three key efficiency indicators. The amount the government or the community pays for the delivery of agreed Outputs.
Quality	One of the three key efficiency indicators. Relates to the characteristics by which customers or stakeholders judge an organisation, product or service. Assessment of quality involves use of information gathered from interested parties to identify differences between user's expectations and experiences.
Quantity	One of the three key efficiency indicators. Examples include: the size of an Output; count or volume measures; how many or how much.
Revenue	Total value of resources earned or received to cover the production of goods and services.
Special Account	Balances existing within the Consolidated Revenue Fund (CRF) that are supported by standing appropriations (<i>Financial Management and Accountability Act 1997</i> (the FMA Act), sections 20 and 21). Special Accounts allow money in the CRF to be acknowledged as set aside (hypothecated) for a particular purpose. Amounts credited to a Special Account may only be spent for the purposes of the Special Account. Special Accounts can only be established by a written determination of the Finance Minister (section 20 of the FMA Act) or through an Act of Parliament (referred to in section 21 of the FMA Act).

Special
Appropriations
(including Standing
Appropriations)

An amount of money appropriated by a particular Act of Parliament for a specific purpose and number of years. For special appropriations the authority to withdraw funds from the Consolidated Revenue Fund does not generally cease at the end of the financial year.

Standing appropriations are a sub-category consisting of ongoing special appropriations – the amount appropriated will depend on circumstances specified in the legislation.