

**OFFICE OF THE OFFICIAL  
SECRETARY TO THE GOVERNOR-  
GENERAL**

**ENTITY RESOURCES AND PLANNED  
PERFORMANCE**



# OFFICE OF THE OFFICIAL SECRETARY TO THE GOVERNOR-GENERAL

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# OFFICE OF THE OFFICIAL SECRETARY TO THE GOVERNOR-GENERAL

## Section 1: Entity overview and resources

### 1.1 STRATEGIC DIRECTION STATEMENT

The planned outcome for the Office of the Official Secretary to the Governor-General (OOSGG) is the facilitation of the performance of the Governor-General's role through the organisation and management of official duties, management and maintenance of the official households and properties, and administration of the Australian Honours and Awards system.

The OOSGG achieves this through a single program which comprises two components:

1. Support for the Governor-General
2. Administration of the Australian honours and awards system.

The OOSGG's role is to support the Governor-General to enable him to perform official duties, including support in connection with official activities, the management and maintenance of Government House in Canberra and Admiralty House in Sydney, and the effective administration of the Australian Honours and Awards system.

As part of the 2020-21 Budget, the Government announced additional funding for the OOSGG to support the processing of National Emergency Medals (NEM) in the wake of the 2019-20 bushfires, and to address security concerns around its ageing ICT infrastructure.

The OOSGG recognises the need for a high level of accountability and places a strong emphasis in meeting its obligations and responsibilities, and mitigating strategic risks. This is facilitated through:

- the development and implementation of corporate and business plans
- effective frameworks for policy and accountability, people management, industrial relations
- ongoing, proactive management of risk, fraud, security, information and communications technology
- continuous budget management.

Management and mitigation of risk is further reinforced through the OOSGG's daily operations and administrative practices.

## **1.2 ENTITY RESOURCE STATEMENT**

Table 1.1 shows the total funding from all sources available to the entity for its operations and to deliver programs and services on behalf of the Government.

The table summarises how resources will be applied by outcome (government strategic policy objectives) and by administered (on behalf of the Government or the public) and departmental (for OOSGG's operations) classification.

For more detailed information on special accounts and special appropriations, please refer to *Budget Paper No. 4 – Agency Resourcing*.

Information in this table is presented on a resourcing (that is, appropriations/cash available) basis, whilst the 'Budgeted expenses by Outcome 1' table in Section 2 and the financial statements in Section 3 are presented on an accrual basis.

**Table 1.1: OOSGG resource statement — Budget estimates for 2020-21 as at Budget October 2020**

	2019-20 Estimated actual \$'000	2020-21 Estimate \$'000
<b>Departmental</b>		
Annual appropriations - ordinary annual services (a)		
Prior year appropriations available	4,019	5,322
Departmental appropriation (b)	14,459	14,292
s74 External Revenue (c)	313	-
Departmental capital budget (d)	650	1,868
Total departmental annual appropriations	19,441	21,482
<b>Total departmental resourcing</b>	<b>19,441</b>	<b>21,482</b>
<b>Administered</b>		
Annual appropriations - ordinary annual services (a)		
Prior year appropriations available	505	467
Outcome 1	1,561	2,458
Administered capital budget (e)	2,950	3,304
Total administered annual appropriations	5,016	6,229
Total administered special appropriations	495	495
<b>Total administered resourcing</b>	<b>5,511</b>	<b>6,724</b>
<b>Total resourcing for OOSGG</b>	<b>24,952</b>	<b>28,206</b>
	2019-20	2020-21
<b>Average staffing level (number)</b>	<b>73</b>	<b>83</b>

All figures shown above are GST exclusive - these may not match figures in the cash flow statement. Prepared on a resourcing (i.e. appropriations available) basis.

- (a) *Appropriation Bill (No. 1) 2020-21.*
- (b) Excludes departmental capital budget (DCB).
- (c) Estimated External Revenue receipts under section 74 of the PGPA Act.
- (d) Departmental capital budgets are not separately identified in Appropriation Bill (No.1) and form part of ordinary annual services items. Please refer to Table 3.5 for further details. For accounting purposes, this amount has been designated as a 'contribution by owner'.
- (e) Administered capital budgets are not separately identified in Appropriation Bill (No. 1) and form part of ordinary annual services items. Please refer to Table 3.10 for further details. For accounting purposes, this amount is designated as a 'contribution by owner'.

### 1.3 BUDGET MEASURES

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

**Table 1.2: OOSGG 2020-21 Budget measures**  
**Measures announced after the Economic and Fiscal Update July 2020**

	2020-21	2021-22	2022-23	2023-24
Program	\$'000	\$'000	\$'000	\$'000
<b>Payment measures</b>				
Office of the Official Secretary to the Governor-General - additional resourcing	1.1			
Administered payment	900	2,760	1,395	942
Departmental payment	1,949	7,590	1,674	813
<b>Total</b>	<b>2,849</b>	<b>10,350</b>	<b>3,069</b>	<b>1,755</b>
<b>Total payment measures</b>				
Administered	900	2,760	1,395	942
Departmental	1,949	7,590	1,674	813
<b>Total</b>	<b>2,849</b>	<b>10,350</b>	<b>3,069</b>	<b>1,755</b>

Prepared on a Government Finance Statistics (Underlying Cash) basis. Figures displayed as a negative (-) represent a decrease in funds and a positive (+) represent an increase in funds.



## Section 2: Outcomes and planned performance

Government outcomes are the intended results, impacts or consequences of actions by the Government on the Australian community. Commonwealth programs are the primary vehicle by which government entities achieve the intended results of their outcome statements. Entities are required to identify the programs which contribute to government outcomes over the Budget and forward years.

Each outcome is described below together with its related programs. The following provides detailed information on expenses for each outcome and program, further broken down by funding source.

**Note:**

Performance reporting requirements in the Portfolio Budget Statements are part of the Commonwealth performance framework established by the *Public Governance, Performance and Accountability Act 2013*. It is anticipated that the performance criteria described in Portfolio Budget Statements will be read with broader information provided in an entity's corporate plans and annual performance statements - included in Annual Reports - to provide a complete picture of an entity's planned and actual performance.

The most recent corporate plan for OOSGG can be found at:  
<https://www.gg.gov.au/office-official-secretary-governor-general/corporate-plans>

The most recent annual performance statement can be found at:  
<https://www.gg.gov.au/office-official-secretary-governor-general/annual-reports>

## 2.1 BUDGETED EXPENSES AND PERFORMANCE FOR OUTCOME 1

**Outcome 1: The performance of the Governor-General's role is facilitated through organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.**

### Budgeted expenses for Outcome 1

This table shows how much the entity intends to spend (on an accrual basis) on achieving the outcome, broken down by program, as well as by Administered and Departmental funding sources.

**Table 2.1.1: Budgeted expenses for Outcome 1**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>Program 1.1: Support for the Governor-General and Official Activities.</b>					
Administered expenses					
Ordinary annual services (Appropriation Bill No. 1)	1,345	2,458	4,312	2,965	2,537
Special appropriations <i>Special appropriation - Governor-General</i>	495	495	495	495	495
Expenses not requiring appropriation in the Budget year (a)	1,639	1,985	1,985	1,985	1,985
<b>Administered total</b>	<b>3,479</b>	<b>4,938</b>	<b>6,792</b>	<b>5,445</b>	<b>5,017</b>
Departmental expenses					
Departmental appropriation s74 External Revenue (b)	14,075 188	14,292 -	15,627 -	14,989 -	14,609 -
Expenses not requiring appropriation in the Budget year (a)	883	607	557	557	557
<b>Departmental total</b>	<b>15,146</b>	<b>14,899</b>	<b>16,184</b>	<b>15,546</b>	<b>15,166</b>
<b>Total expenses for program 1.1</b>	<b>18,625</b>	<b>19,837</b>	<b>22,976</b>	<b>20,991</b>	<b>20,183</b>
	2019-20	2020-21			
<b>Average staffing level (number)</b>	<b>73</b>	<b>83</b>			

(a) Expenses not requiring appropriation in the Budget year are made up of depreciation expenses, amortisation expenses, and audit fees.

(b) Estimated expenses incurred in relation to receipts retained under section 74 of the *PGPA Act 2013*.

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

**Table 2.1.2: Performance criteria for Outcome 1**

Table 2.1.2 below details the performance criteria for each program associated with Outcome 1. It also summarises how each program is delivered and where 2020-21 Budget measures have created new programs or materially changed existing programs.

<b>Outcome 1 – The performance of the Governor-General’s role is facilitated through organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.</b>		
<b>Program 1</b> – The objective of this program is to support the Governor-General and Official Activities. It comprises two components: support for the Governor-General and administration of the Australian Honours and Awards system.		
<b>Delivery (component 1)</b>	The program component deliverables include: <ul style="list-style-type: none"> <li>• Executive support—providing advice to the Governor-General, planning, implementing and managing Their Excellencies’ forward program of engagements, and liaising with representatives of governments, related authorities, and community groups</li> <li>• Personal support— providing support for Their Excellencies and hospitality services for official functions</li> <li>• Administrative services— providing governance advice and administrative services to OOSGG and managing the Governor-General’s official residences, including maintenance of property, equipment and grounds.</li> </ul>	
<b>Performance information (component 1)</b>		
<b>Year</b>	<b>Performance criteria</b>	<b>2019-20 Actual Achievement/Targets</b>
2019-20	<ul style="list-style-type: none"> <li>• The Governor-General is satisfied with the level of advice and administrative support provided that enables him to successfully perform official duties</li> <li>• The Governor-General is satisfied with the management of the households</li> <li>• The properties are managed in accordance with the requirements of the <i>Environment Protection and Biodiversity Conservation Act 1999</i> and government policies relating to heritage properties, and with due consideration of advice provided by the National Capital Authority and other relevant authorities.</li> </ul>	All performance criteria as outlined in the 2019-20 PBS were met.
2020-21	As per 2019-20	The Governor-General expresses satisfaction with the support he receives to perform his official duties; and with the management of the official households and properties.
2021-22 and beyond	As per 2019-20	As per 2020-21

**Table 2.1.2: Performance criteria for Outcome 1 (continued)**

<p><b>Delivery (component 2)</b></p>	<p>The program component will be delivered by administering, on behalf of the Governor-General, the Australian honours and awards system, including all civilian honours and awards for members of the Australian Defence Force. This includes:</p> <ul style="list-style-type: none"> <li>• Researching and preparing nominations for consideration by the Council for the Order of Australia, the Australian Bravery Decorations Council and the National Emergency Medal Committee</li> <li>• Providing secretariat support to the Australian honours advisory bodies</li> <li>• Undertaking the administrative tasks associated with the approval of recipients in the Australian honours system and subsequent announcement where applicable</li> <li>• Procuring Australian honours insignia, warrants and investiture items.</li> <li>• Facilitating the approval of, and changes to, governing instruments within the Australian honours system</li> <li>• Providing insignia to State/Territory Government Houses, service organisations and individuals for issue, and arrange local investitures.</li> </ul>	
<p><b>Performance information (component 2)</b></p>		
<p><b>Year</b></p>	<p><b>Performance criteria</b></p>	<p><b>2019-20 Actual Achievement/Targets</b></p>
<p>2019-20</p>	<ul style="list-style-type: none"> <li>• The Governor-General and other key stakeholders express satisfaction with the administration of the Australian Honours and Awards system and support provided</li> <li>• Activities comply with the governing instruments for honours and awards, including the Constitution for the Order of Australia</li> <li>• The medals and insignia meet design specifications, adequate stock levels are maintained and control processes are adhered to</li> <li>• Insignia and other resources for investitures and honours list announcements are accurate and issued in a timely manner.</li> </ul>	<p>All performance criteria as outlined in the 2019-20 PBS were met.</p>
<p>2020-21</p>	<p>As per 2019-20</p>	<p>The Governor-General and the Councils and Committee supported by the Office, express satisfaction with the support provided and activities conducted.</p>
<p>2021-22 and beyond</p>	<p>As per 2019-20</p>	<p>As per 2020-21</p>
<p><b>Purpose</b></p>	<p>The OOSGG was established in 1984, by amendment to the <i>Governor-General Act 1974</i>, to support the Governor-General in the fulfilment of his/her responsibilities. It has one Outcome and one Program, which has two components as outlined above.</p>	

## Section 3: Budgeted financial statements

Section 3 presents budgeted financial statements which provide a comprehensive snapshot of entity finances for the 2020-21 budget year, including the impact of budget measures and resourcing on financial statements.

### 3.1 BUDGETED FINANCIAL STATEMENTS

#### 3.1.1 Explanatory notes and analysis of budgeted financial statements

##### Departmental

###### *Comprehensive Income Statement*

The Comprehensive Income Statement (Table 3.1) sets out the expected operating results for the ordinary annual services provided by the OOSGG, which are funded by departmental appropriations and other revenue.

Budgeted revenue from Government in 2020-21 has increased since the 2019-20 PAES to \$14.3 million. This increases over the forward estimates, attributable to additional funding received from 2020-21 Budget measures.

###### *Balance Sheet*

The movement in the OOSGG's net asset position is principally as a result of the procurement of replacement infrastructure, plant and equipment assets owned by the OOSGG.

The OOSGG's primary liability is accrued employee entitlements.

###### *Departmental Capital Budget*

The estimated Departmental Capital Budget for 2020-21 has increased since the 2019-20 PAES to \$1.9 million. Over the forward estimates period, this amount increases due to additional funding received from 2020-21 Budget measures.

##### Administered

###### *Schedule of Budgeted Income and Expenses Administered on Behalf of Government*

The estimated administered expenditure for 2020-21 has increased since the 2019-20 PAES to \$2.5 million. Over the forward estimates period this amount increases, attributable to additional funding received from 2020-21 Budget measures.

This is in addition to the administered appropriation of \$0.5 million for the Governor-General's salary.

*OOSGG Budget Statements*

*Administered Capital Budget Statement*

In 2020-21, the OOSGG will receive \$3.3m for the Administered Capital Budget to sustain the capability and condition of its heritage properties.

*Schedule of Budgeted Assets and Liabilities Administered on Behalf of Government*

The value of land and buildings is expected to increase in 2020-21 and the forward years due to the completion of projects developed under the Asset Management Strategy.

### 3.2. BUDGETED FINANCIAL STATEMENTS TABLES

**Table 3.1: Comprehensive income statement (showing net cost of services) for the period ended 30 June**

	2019-20	2020-21	2021-22	2022-23	2023-24
	Estimated actual	Budget	Forw ard estimate	Forw ard estimate	Forw ard estimate
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>EXPENSES</b>					
Employee benefits	8,791	9,594	9,984	9,649	9,273
Suppliers	5,817	4,773	5,718	5,415	5,411
Depreciation and amortisation (a)	538	532	482	482	482
<b>Total expenses</b>	<b>15,146</b>	<b>14,899</b>	<b>16,184</b>	<b>15,546</b>	<b>15,166</b>
<b>LESS:</b>					
<b>OWN-SOURCE INCOME</b>					
<b>Own-source revenue</b>					
Other	188	-	-	-	-
<b>Total own-source revenue</b>	<b>188</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Gains</b>					
Sale of assets	15	-	-	-	-
Other	345	75	75	75	75
<b>Total gains</b>	<b>360</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>
<b>Total own-source income</b>	<b>548</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>
<b>Net (cost of)/contribution by services</b>	<b>(14,598)</b>	<b>(14,824)</b>	<b>(16,109)</b>	<b>(15,471)</b>	<b>(15,091)</b>
Revenue from Government	14,459	14,292	15,627	14,989	14,609
<b>Surplus/(deficit) attributable to the Australian Government</b>	<b>(139)</b>	<b>(532)</b>	<b>(482)</b>	<b>(482)</b>	<b>(482)</b>
<b>Total comprehensive income/(loss)</b>	<b>(139)</b>	<b>(532)</b>	<b>(482)</b>	<b>(482)</b>	<b>(482)</b>
<b>Total comprehensive income/(loss) attributable to the Australian Government</b>	<b>(139)</b>	<b>(532)</b>	<b>(482)</b>	<b>(482)</b>	<b>(482)</b>

**Table 3.1: Comprehensive income statement (showing net cost of services) for the period ended 30 June (continued)**

**Note: Impact of net cash appropriation arrangements**

	2019-20	2020-21	2021-22	2022-23	2023-24
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Total comprehensive income/(loss) excluding depreciation/amortisation expenses previously funded through revenue appropriations, depreciation on ROU, principal repayments on leased assets</b>	<b>399</b>	-	-	-	-
less: Depreciation/amortisation expenses previously funded through revenue appropriations (a)	538	532	482	482	482
<b>Total comprehensive income/(loss) - as per the statement of comprehensive income</b>	<b>(139)</b>	<b>(532)</b>	<b>(482)</b>	<b>(482)</b>	<b>(482)</b>

Prepared on Australian Accounting Standards basis.

- a) From 2010-11, the Government introduced net cash appropriation arrangements. This involved Bill 1 revenue appropriations for the depreciation/amortisation expenses of non-corporate Commonwealth entities (and select corporate Commonwealth entities) were replaced with a separate capital budget (the Departmental Capital Budget, or DCB) provided through Bill 1 equity appropriations. For information regarding DCBs, please refer to Table 3.5 Departmental Capital Budget Statement.



**Table 3.2: Budgeted departmental balance sheet (as at 30 June)**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>ASSETS</b>					
<b>Financial assets</b>					
Cash and cash equivalents	88	88	88	88	88
Trade and other receivables	5,426	5,426	5,426	5,426	5,426
<b>Total financial assets</b>	<b>5,514</b>	<b>5,514</b>	<b>5,514</b>	<b>5,514</b>	<b>5,514</b>
<b>Non-financial assets</b>					
Land and buildings	3	3	3	3	3
Property, plant and equipment	1,589	2,989	8,722	9,096	9,026
Intangibles	868	804	708	688	670
Inventories	35	35	35	35	35
Other non-financial assets	102	102	102	102	102
<b>Total non-financial assets</b>	<b>2,597</b>	<b>3,933</b>	<b>9,570</b>	<b>9,924</b>	<b>9,836</b>
<b>Total assets</b>	<b>8,111</b>	<b>9,447</b>	<b>15,084</b>	<b>15,438</b>	<b>15,350</b>
<b>LIABILITIES</b>					
<b>Payables</b>					
Suppliers	1,364	1,364	1,364	1,364	1,364
Other payables	251	251	251	251	251
<b>Total payables</b>	<b>1,615</b>	<b>1,615</b>	<b>1,615</b>	<b>1,615</b>	<b>1,615</b>
<b>Interest bearing liabilities</b>					
Leases	3	3	3	3	3
<b>Total interest bearing liabilities</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Provisions</b>					
Employee provisions	2,616	2,616	2,616	2,616	2,616
<b>Total provisions</b>	<b>2,616</b>	<b>2,616</b>	<b>2,616</b>	<b>2,616</b>	<b>2,616</b>
<b>Total liabilities</b>	<b>4,234</b>	<b>4,234</b>	<b>4,234</b>	<b>4,234</b>	<b>4,234</b>
<b>Net assets</b>	<b>3,877</b>	<b>5,213</b>	<b>10,850</b>	<b>11,204</b>	<b>11,116</b>
<b>EQUITY*</b>					
<b>Parent entity interest</b>					
Contributed equity	3,138	5,006	11,125	11,961	12,355
Reserves	621	621	621	621	621
Retained surplus (accumulated deficit)	118	(414)	(896)	(1,378)	(1,860)
<b>Total parent entity interest</b>	<b>3,877</b>	<b>5,213</b>	<b>10,850</b>	<b>11,204</b>	<b>11,116</b>
<b>Total equity</b>	<b>3,877</b>	<b>5,213</b>	<b>10,850</b>	<b>11,204</b>	<b>11,116</b>

Prepared on Australian Accounting Standards basis.

\*Equity is the residual interest in assets after the deduction of liabilities.

**Table 3.3: Departmental statement of changes in equity — summary of movement (Budget year 2020-21)**

	Retained earnings \$'000	Asset revaluation reserve \$'000	Contributed equity/ capital \$'000	Total equity \$'000
<b>Opening balance as at 1 July 2020</b>				
Balance carried forward from previous period	118	621	3,138	3,877
<b>Adjusted opening balance</b>	<b>118</b>	<b>621</b>	<b>3,138</b>	<b>3,877</b>
<b>Comprehensive income</b>				
Surplus/(deficit) for the period	(532)	-	-	(532)
<b>Total comprehensive income</b>	<b>(532)</b>	<b>-</b>	<b>-</b>	<b>(532)</b>
of which:				
Attributable to the Australian Government	(532)	-	-	(532)
<b>Transactions with owners</b>				
<b>Contributions by owners</b>				
Departmental Capital Budget (DCB)	-	-	1,868	1,868
<b>Sub-total transactions with owners</b>	<b>-</b>	<b>-</b>	<b>1,868</b>	<b>1,868</b>
<b>Estimated closing balance as at 30 June 2021</b>	<b>(414)</b>	<b>621</b>	<b>5,006</b>	<b>5,213</b>
<b>Closing balance attributable to the Australian Government</b>	<b>(414)</b>	<b>621</b>	<b>5,006</b>	<b>5,213</b>

Prepared on Australian Accounting Standards basis.

**Table 3.4: Budgeted departmental statement of cash flows (for the period ended 30 June)**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>OPERATING ACTIVITIES</b>					
<b>Cash received</b>					
Appropriations	13,095	14,292	15,627	14,989	14,609
Other	177	-	-	-	-
<b>Total cash received</b>	<b>13,272</b>	<b>14,292</b>	<b>15,627</b>	<b>14,989</b>	<b>14,609</b>
<b>Cash used</b>					
Employees	8,511	9,594	9,984	9,649	9,273
Suppliers	4,720	4,698	5,643	5,340	5,336
<b>Total cash used</b>	<b>13,231</b>	<b>14,292</b>	<b>15,627</b>	<b>14,989</b>	<b>14,609</b>
<b>Net cash from/(used by) operating activities</b>	<b>41</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>INVESTING ACTIVITIES</b>					
<b>Cash received</b>					
Proceeds from sales of property, plant and equipment	15	-	-	-	-
<b>Total cash received</b>	<b>15</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash used</b>					
Purchase of property, plant and equipment and intangibles	766	1,868	6,119	836	394
<b>Total cash used</b>	<b>766</b>	<b>1,868</b>	<b>6,119</b>	<b>836</b>	<b>394</b>
<b>Net cash from/(used by) investing activities</b>	<b>(751)</b>	<b>(1,868)</b>	<b>(6,119)</b>	<b>(836)</b>	<b>(394)</b>
<b>FINANCING ACTIVITIES</b>					
<b>Cash received</b>					
Contributed equity	650	1,868	6,119	836	394
<b>Total cash received</b>	<b>650</b>	<b>1,868</b>	<b>6,119</b>	<b>836</b>	<b>394</b>
<b>Net cash from/(used by) financing activities</b>	<b>650</b>	<b>1,868</b>	<b>6,119</b>	<b>836</b>	<b>394</b>
<b>Net increase/(decrease) in cash held</b>	<b>(60)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Cash and cash equivalents at the beginning of the reporting period	148	88	88	88	88
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>88</b>	<b>88</b>	<b>88</b>	<b>88</b>	<b>88</b>

Prepared on Australian Accounting Standards basis.

**Table 3.5: Departmental capital budget statement (for the period ended 30 June)**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>NEW CAPITAL APPROPRIATIONS</b>					
Capital budget - Bill 1 (DCB)	650	1,868	6,119	836	394
<b>Total new capital appropriations</b>	<b>650</b>	<b>1,868</b>	<b>6,119</b>	<b>836</b>	<b>394</b>
<b>Provided for:</b>					
Purchase of non-financial assets	650	1,868	6,119	836	394
<b>Total items</b>	<b>650</b>	<b>1,868</b>	<b>6,119</b>	<b>836</b>	<b>394</b>
<b>PURCHASE OF NON-FINANCIAL ASSETS</b>					
Funded by capital appropriation - DCB (a)	550	1,868	6,119	836	394
Funded internally from departmental resources (b)	216	-	-	-	-
<b>TOTAL</b>	<b>766</b>	<b>1,868</b>	<b>6,119</b>	<b>836</b>	<b>394</b>
<b>RECONCILIATION OF CASH USED TO ACQUIRE ASSETS TO ASSET MOVEMENT TABLE</b>					
Total purchases	766	1,868	6,119	836	394
<b>Total cash used to acquire assets</b>	<b>766</b>	<b>1,868</b>	<b>6,119</b>	<b>836</b>	<b>394</b>

Prepared on Australian Accounting Standards basis.

- a) Does not include annual finance lease costs. Include purchases from current and previous years' Departmental Capital Budgets (DCBs).
- b) Includes the following sources of funding:
  - current Bill 1 and prior year Act 1/3/5 appropriations (excluding amounts from the DCB);
  - donations and contributions;
  - gifts;
  - internally developed assets;
  - s74 External Revenue; and
  - proceeds from the sale of assets.

**Table 3.6: Statement of departmental asset movements (Budget year 2020-21)**

	Buildings	Other property, plant and equipment	Computer software and intangibles	Total
	\$'000	\$'000	\$'000	\$'000
<b>As at 1 July 2020</b>				
Gross book value	-	1,953	1,335	3,288
Gross book value - ROU assets	5	-	-	5
Accumulated depreciation/ amortisation and impairment	-	(364)	(467)	(831)
Accumulated depreciation/amortisation and impairment - ROU assets	(2)	-	-	(2)
<b>Opening net book balance</b>	<b>3</b>	<b>1,589</b>	<b>868</b>	<b>2,460</b>
<b>Capital asset additions</b>				
<b>Estimated expenditure on new or replacement assets</b>				
By purchase - appropriation equity (a)	-	1,773	95	1,868
<b>Total additions</b>	<b>-</b>	<b>1,773</b>	<b>95</b>	<b>1,868</b>
<b>Other movements</b>				
Depreciation/amortisation expense	-	(373)	(159)	(532)
<b>Total other movements</b>	<b>-</b>	<b>(373)</b>	<b>(159)</b>	<b>(532)</b>
<b>As at 30 June 2021</b>				
Gross book value	-	3,726	1,430	5,156
Gross book value - ROU assets	5	-	-	5
Accumulated depreciation/ amortisation and impairment	-	(737)	(626)	(1,363)
Accumulated depreciation/amortisation and impairment - ROU assets	(2)	-	-	(2)
<b>Closing net book balance</b>	<b>3</b>	<b>2,989</b>	<b>804</b>	<b>3,796</b>

Prepared on Australian Accounting Standards basis.

- a) 'Appropriation ordinary annual services' refers to funding provided through Appropriation Bill (No.1) 2020-21 for depreciation/amortisation expenses, DCBs or other operational expenses.

**Table 3.7: Schedule of budgeted income and expenses administered on behalf of Government (for the period ended 30 June)**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>EXPENSES</b>					
Suppliers	1,345	2,458	4,312	2,965	2,537
Personal benefits	495	495	495	495	495
Depreciation and amortisation (a)	1,639	1,985	1,985	1,985	1,985
<b>Total expenses administered on behalf of Government</b>	<b>3,479</b>	<b>4,938</b>	<b>6,792</b>	<b>5,445</b>	<b>5,017</b>
<b>LESS:</b>					
<b>OWN-SOURCE INCOME</b>					
<b>Own-source revenue</b>					
<b>Non-taxation revenue</b>					
Sale of goods and rendering of services	25	38	38	38	38
<b>Total non-taxation revenue</b>	<b>25</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>
<b>Total own-source revenue administered on behalf of Government</b>	<b>25</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>
<b>Gains</b>					
Reversal of previous asset write-downs and impairments	11	-	-	-	-
<b>Total gains administered on behalf of Government</b>	<b>11</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total own-sourced income administered on behalf of Government</b>	<b>36</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>
<b>Net (cost of)/contribution by services</b>	<b>(3,443)</b>	<b>(4,900)</b>	<b>(6,754)</b>	<b>(5,407)</b>	<b>(4,979)</b>
<b>Total comprehensive income/(loss)</b>	<b>(3,443)</b>	<b>(4,900)</b>	<b>(6,754)</b>	<b>(5,407)</b>	<b>(4,979)</b>

Prepared on Australian Accounting Standards basis.

- a) From 2010-11, the Government introduced net cash appropriation arrangements where Bill 1 revenue appropriations for the depreciation/amortisation expenses of non-corporate Commonwealth entities (and select corporate Commonwealth entities) were replaced with a separate capital budget (the Administered Capital Budget, or ACB) provided through Bill 1 equity appropriations. For information regarding ACBs, please refer to Table 3.10 Administered Capital Budget Statement.

**Table 3.8: Schedule of budgeted assets and liabilities administered on behalf of Government (as at 30 June)**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>ASSETS</b>					
<b>Financial assets</b>					
Cash and cash equivalents	1	1	1	1	1
Trade and other receivables	199	199	199	199	199
<b>Total financial assets</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>Non-financial assets</b>					
Land and buildings	149,946	151,513	151,897	152,443	152,972
Property, plant and equipment	1,567	1,786	2,005	2,037	2,063
Inventories	1,901	1,901	1,901	1,901	1,901
<b>Total non-financial assets</b>	<b>153,414</b>	<b>155,200</b>	<b>155,803</b>	<b>156,381</b>	<b>156,936</b>
<b>Total assets administered on behalf of Government</b>	<b>153,614</b>	<b>155,400</b>	<b>156,003</b>	<b>156,581</b>	<b>157,136</b>
<b>LIABILITIES</b>					
<b>Payables</b>					
Suppliers	148	148	148	148	148
<b>Total payables</b>	<b>148</b>	<b>148</b>	<b>148</b>	<b>148</b>	<b>148</b>
<b>Total liabilities administered on behalf of Government</b>	<b>148</b>	<b>148</b>	<b>148</b>	<b>148</b>	<b>148</b>
<b>Net assets/(liabilities)</b>	<b>153,466</b>	<b>155,252</b>	<b>155,855</b>	<b>156,433</b>	<b>156,988</b>

Prepared on Australian Accounting Standards basis.

**Table 3.9: Schedule of budgeted administered cash flows (for the period ended 30 June)**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>OPERATING ACTIVITIES</b>					
<b>Cash received</b>					
Sales of goods and rendering of services	24	38	38	38	38
<b>Total cash received</b>	<b>24</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>
<b>Cash used</b>					
Personal benefits	495	495	495	495	495
Suppliers	1,507	2,458	4,312	2,965	2,537
<b>Total cash used</b>	<b>2,002</b>	<b>2,953</b>	<b>4,807</b>	<b>3,460</b>	<b>3,032</b>
<b>Net cash from/(used by) operating activities</b>	<b>(1,978)</b>	<b>(2,915)</b>	<b>(4,769)</b>	<b>(3,422)</b>	<b>(2,994)</b>
<b>INVESTING ACTIVITIES</b>					
<b>Cash used</b>					
Purchase of property, plant and equipment and intangibles	2,931	3,771	2,588	2,563	2,540
<b>Total cash used</b>	<b>2,931</b>	<b>3,771</b>	<b>2,588</b>	<b>2,563</b>	<b>2,540</b>
<b>Net cash from/(used by) investing activities</b>	<b>(2,931)</b>	<b>(3,771)</b>	<b>(2,588)</b>	<b>(2,563)</b>	<b>(2,540)</b>
<b>Net increase/(decrease) in cash held</b>	<b>(4,909)</b>	<b>(6,686)</b>	<b>(7,357)</b>	<b>(5,985)</b>	<b>(5,534)</b>
Cash and cash equivalents at beginning of reporting period	1	1	1	1	1
Cash from Official Public Account for:					
- Appropriations	5,293	6,686	7,357	5,985	5,534
<b>Total cash from Official Public Account</b>	<b>5,293</b>	<b>6,686</b>	<b>7,357</b>	<b>5,985</b>	<b>5,534</b>
Cash to Official Public Account for:					
- Appropriations	384	-	-	-	-
<b>Total cash to Official Public Account</b>	<b>384</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash and cash equivalents at end of reporting period</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

Prepared on Australian Accounting Standards basis.



**Table 3.10: Administered capital budget statement (for the period ended 30 June)**

	2019-20 Estimated actual \$'000	2020-21 Budget \$'000	2021-22 Forw ard estimate \$'000	2022-23 Forw ard estimate \$'000	2023-24 Forw ard estimate \$'000
<b>NEW CAPITAL APPROPRIATIONS</b>					
Capital budget - Bill 1 (ACB)	2,950	3,304	2,588	2,563	2,540
<b>Total new capital appropriations</b>	<b>2,950</b>	<b>3,304</b>	<b>2,588</b>	<b>2,563</b>	<b>2,540</b>
<i>Provided for:</i>					
<i>Purchase of non-financial assets</i>	2,950	3,304	2,588	2,563	2,540
<b>Total items</b>	<b>2,950</b>	<b>3,304</b>	<b>2,588</b>	<b>2,563</b>	<b>2,540</b>
<b>PURCHASE OF NON-FINANCIAL ASSETS</b>					
Funded by capital appropriation - ACB (a)	2,931	3,771	2,588	2,563	2,540
<b>TOTAL</b>	<b>2,931</b>	<b>3,771</b>	<b>2,588</b>	<b>2,563</b>	<b>2,540</b>
<b>RECONCILIATION OF CASH USED TO ACQUIRE ASSETS TO ASSET MOVEMENT TABLE</b>					
Total accrual purchases	2,931	3,771	2,588	2,563	2,540
<b>Total cash used to acquire assets</b>	<b>2,931</b>	<b>3,771</b>	<b>2,588</b>	<b>2,563</b>	<b>2,540</b>

Prepared on Australian Accounting Standards basis.

- a) Does not include annual finance lease costs. Includes purchases from current and previous years' Administered Capital Budgets (ACBs).

**Table 3.11: Statement of administered asset movements (Budget year 2020-21)**

	Land	Buildings	Other property, plant and equipment	Total
	\$'000	\$'000	\$'000	\$'000
<b>As at 1 July 2020</b>				
Gross book value	102,000	49,539	1,614	153,153
Accumulated depreciation/amortisation and impairment	-	(1,593)	(47)	(1,640)
<b>Opening net book balance</b>	<b>102,000</b>	<b>47,946</b>	<b>1,567</b>	<b>151,513</b>
<b>CAPITAL ASSET ADDITIONS</b>				
<b>Estimated expenditure on new or replacement assets</b>				
By purchase - appropriation equity (a)	-	3,494	277	3,771
<b>Total additions</b>	<b>-</b>	<b>3,494</b>	<b>277</b>	<b>3,771</b>
<b>Other movements</b>				
Depreciation/amortisation expense	-	(1,927)	(58)	(1,985)
<b>Total other movements</b>	<b>-</b>	<b>(1,927)</b>	<b>(58)</b>	<b>(1,985)</b>
<b>As at 30 June 2021</b>				
Gross book value	102,000	53,033	1,891	156,924
Accumulated depreciation/amortisation and impairment	-	(3,520)	(105)	(3,625)
<b>Closing net book balance</b>	<b>102,000</b>	<b>49,513</b>	<b>1,786</b>	<b>153,299</b>

Prepared on Australian Accounting Standards basis.

a) 'Appropriation ordinary annual services' refers to funding provided through Appropriation Bill (No.1) 2020-21 for depreciation/amortisation expenses, ACBs or other operational expenses.