

Department of the Legislative Assembly

EXPENSES AND APPROPRIATION SUMMARY

	2003-04 Estimate	2004-05 Budget
	\$000	\$000
Output Group		
Parliamentary Services	18 661	18 099
Total Operating Expenses	18 661	18 099
<i>less</i>		
Depreciation and Amortisation	1 581	1 585
DCIS Services Free of Charge	1 608	1 611
Agency Revenue (a)	50	54
Use of Cash Balances	56	
Other Accrual/Non-cash Items	324	
<i>equals</i>		
Output Appropriation	15 042	14 849
Capital Expenditure	43	43
<i>less</i>		
Capital Receipts	2	2
<i>equals</i>		
Capital Appropriation	41	41

Total 2004-05 Staffing: 86

(a) Operating Revenue *less* Output Revenue, Goods and Services Received Free of Charge and Profit/Loss on Disposal of Assets

Agency Profile

Overview

The Department of the Legislative Assembly provides operational support, services and professional advice to Members of the Northern Territory Legislative Assembly and other clients, and promotes community understanding of parliamentary democracy.

Key functional responsibilities are:

- supporting Members of the Legislative Assembly, parliamentary committees and clients;
- facilitating the effective operation of the Chamber during sittings of the Legislative Assembly;
- managing the Parliament House facility;
- providing administrative services relating to Members' salaries, allowances and entitlements, Members' electorate offices and electorate office staff; and
- promoting community awareness and understanding of parliamentary democracy and the operations of the Legislative Assembly.

Strategic Issues

- Continue development of a building asset management plan for Parliament House.
- Review and develop parliamentary procedures and legislation to facilitate more effective parliamentary practices and administration.
- Plan and prepare new parliamentary initiatives associated with the renewed commitment to Northern Territory statehood and constitutional development.

Budget Highlights

- Administer and arrange the Alice Springs Regional Sitting in April 2005.
- Develop and implement information and communication technology solutions for an electronic parliament (eParliament) consistent with eGovernment policy.

Outputs and Performance

OUTPUT COSTS

Output Group/Output	2003-04 Estimate	2004-05 Budget	Variation
	\$000	\$000	\$000
Parliamentary Services	18 661	18 099	- 562
Assembly Services	3 081	3 184	103
Members and Client Services	10 253	10 214	- 39
Building Management Services	5 327	4 701	- 626
Total Operating Expenses	18 661	18 099	- 562

Key Variations

- Higher than anticipated building-related expenses in 2003-04 of \$0.38 million.
- Decrease of \$0.2 million in 2004-05 for repairs and maintenance.

Parliamentary Services

Provision of capability and support services for the effective operation of the Legislative Assembly and its committees, in accordance with statutory requirements, Standing Orders and resolutions of the Assembly.

Outcome

The Legislative Assembly is able to fulfil its role as a representative and legislative body for the governance of the Northern Territory.

Assembly Services

Provision of administrative, operational and procedural support to Members, the Parliament and its committees. Production of parliamentary documentation and records, and management of related databases. Management of participation in interparliamentary activities at the national and international level, and development and management of parliamentary information and community awareness programs.

Performance Measures	2003-04 Estimate	2004-05 Estimate
<i>Quantity</i>		
Operational and procedural support and advice to the Chamber (sitting hours)	356	350
Committees supported	4	4
Major information/education programs (>\$5 000)	4	4
Minor information/education programs (<\$5 000)	240	240
Interparliamentary programs	27	25
<i>Quality</i>		
Members' and other clients' satisfaction with service provided	95%	95%
<i>Timeliness</i>		
Statutory and parliamentary deadlines met	100%	100%
Records and transcripts produced within agreed timeframes	100%	100%
<i>Cost</i>		
Average cost per sitting hour	\$4 300	\$4 300
Average cost per committee supported	\$0.20M	\$0.19M
Average cost per major information/education program	\$26 000	\$26 000
Average cost per minor information/education program	\$1 500	\$1 500
Average cost per interparliamentary program	\$3 000	\$3 000

Members and Client Services

Provision of administrative services and support to Members of the Legislative Assembly in accordance with the Remuneration Tribunal Determination.

Performance Measures	2003-04 Estimate	2004-05 Estimate
<i>Quantity</i>		
Members' entitlements and electorate offices	\$9.64M	\$9.61M
<i>Quality</i>		
Client satisfaction with services outlined in Client Service Charter	95%	95%
<i>Timeliness</i>		
Services delivered within agreed timeframes	100%	100%
<i>Cost</i>		
Average administrative cost per Member for support to Members and electorate offices	\$24 700	\$24 000

Building Management Services

Provision of a secure, safe and well-maintained building facility and precinct to facilitate the operation of the Parliament and the activities of the Members and other clients.

Performance Measures	2003-04 Estimate	2004-05 Estimate
<i>Quantity</i>		
Parliamentary office space managed	10 020m ²	10 020m ²
Public areas and function rooms managed	2 950m ²	2 950m ²
<i>Quality</i>		
Client satisfaction with service	95%	95%
Maintenance levels in accordance with approved standards	100%	100%
<i>Timeliness</i>		
Programmed timeframes and schedules met	90%	90%
<i>Cost</i>		
Cost per square metre of parliamentary office space managed ¹	\$415	\$365
Cost per square metre of public areas and function rooms managed	\$399	\$352

¹ Cost per square metre of parliamentary office space has reduced, reflecting the lower level of repairs and maintenance required in 2004-05 and one-off expenses in 2003-04.

Statement of Financial Performance

	2003-04 Estimate	2004-05 Budget
	\$000	\$000
OPERATING REVENUE		
Taxation Revenue		
<i>Grants and Subsidies</i>		
Current		
Capital		
<i>Sales of Goods and Services</i>		
Output Revenue	15 042	14 849
Other Agency Revenue	37	37
Interest Revenue		
Miscellaneous Revenue	13	17
Goods and Services Received Free of Charge	1 608	1 611
Profit/Loss on Disposal of Assets		
TOTAL OPERATING REVENUE	16 700	16 514
OPERATING EXPENSES		
Employee Expenses	9 302	9 388
<i>Administrative Expenses</i>		
Purchases of Goods and Services	4 890	4 815
Repairs and Maintenance	1 280	700
Depreciation and Amortisation	1 581	1 585
DCIS Services Free of Charge	1 608	1 611
Other Administrative Expenses		
<i>Grants and Subsidies</i>		
Current		
Capital		
Community Service Obligations		
Interest Expense		
TOTAL OPERATING EXPENSES	18 661	18 099
NET OPERATING SURPLUS	- 1 961	- 1 585
AGENCY REVENUE FOR APPROPRIATION PURPOSES	50	54
(Operating Revenue less Output Revenue, Goods and Services Received Free of Charge and Profit/Loss on Disposal of Assets)		

Statement of Financial Position

	2003-04 Estimate	2004-05 Budget
	\$000	\$000
ASSETS		
Cash and Deposits	175	175
Receivables	83	83
Prepayments	10	10
Inventories		
Advances and Investments		
Land and Improvements	134 198	132 675
Plant and Equipment	430	409
Other Assets		
TOTAL ASSETS	134 896	133 352
LIABILITIES		
Deposits Held	14	14
Creditors and Accruals	447	447
Borrowings and Advances	32	32
Provisions	865	865
Other Liabilities		
TOTAL LIABILITIES	1 358	1 358
NET ASSETS	133 538	131 994
EQUITY		
<i>Capital</i>		
Opening Balance	136 671	137 167
Equity Injections/Withdrawals	496	41
Reserves		
<i>Accumulated Funds</i>		
Opening Balance	- 1 668	- 3 629
Current Year Surplus/(Deficit)	- 1 961	- 1 585
TOTAL EQUITY	133 538	131 994

Statement of Cash Flows

	2003-04 Estimate	2004-05 Budget
	\$000	\$000
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating Receipts		
Taxes Received		
<i>Grants and Subsidies Received</i>		
Current		
Capital		
<i>Receipts from Sales of Goods and Services</i>		
Output Revenue Received	15 042	14 849
Other Agency Receipts	50	54
Interest Received		
Total Operating Receipts	15 092	14 903
Operating Payments		
Payments to Employees	9 302	9 388
Payments for Goods and Services	5 846	5 515
<i>Grants and Subsidies Paid</i>		
Current		
Capital		
Community Service Obligations		
Interest Paid		
Total Operating Payments	15 148	14 903
NET CASH FROM OPERATING ACTIVITIES	- 56	
CASH FLOWS FROM INVESTING ACTIVITIES		
Investing Receipts		
Proceeds from Asset Sales	2	2
Repayment of Advances		
Sales of Investments		
Total Investing Receipts	2	2
Investing Payments		
Purchases of Assets	43	43
Advances and Investing Payments		
Total Investing Payments	43	43
NET CASH FROM INVESTING ACTIVITIES	- 41	- 41
CASH FLOWS FROM FINANCING ACTIVITIES		
Financing Receipts		
Proceeds of Borrowings		
Deposits Received		
<i>Equity Injections</i>		
Capital Appropriation	41	41
Other Equity Injections		
Total Financing Receipts	41	41
Financing Payments		
Repayment of Borrowings		
Finance Lease Payments		
Equity Withdrawals		
Total Financing Payments		
NET CASH FROM FINANCING ACTIVITIES	41	41
Net Increase in Cash Held	- 56	
Cash at Beginning of Financial Year	231	175
CASH AT END OF FINANCIAL YEAR	175	175