

# 9 LEGISLATIVE COUNCIL

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## AGENCY OUTLINE

The Office of the Clerk of the Legislative Council provides apolitical, innovative and integrated support services, and information to the Legislative Council and its elected Members in the interests of the people of Tasmania.

The Governor, the Legislative Council and House of Assembly together constitute the Parliament of Tasmania.

The Legislative Council is the Upper House of the Parliament and functions as a House of Review.

The role of the Members of the Legislative Council is twofold:

- to examine the merits of legislation and to authorise expenditure of State monies; and
- to provide a parliamentary check on the Government of the day. In modern times, the Legislative Council has expanded from the base of being a purely legislative body to a House that involves itself with the examination and analysis of actions, decisions and workings of the Executive Government.

## STRATEGIC FOCUS

The strategic focus of the Office of the Clerk of the Legislative Council is to be an efficient and responsive administration. The continued aim is to provide the necessary levels and type of support to the Legislative Council and its Members so as to enable the effective and legitimate functioning of the Council as an important element in a democratic system of government. A system of government in which a 'House of Review' continues, as part of its role, to examine and question decisions made by government.

## KEY STRATEGIES

The Office of the Clerk of the Legislative Council will continue to:

- support the Legislative Council in its constitutional role;
- provide the highest possible level of advice, together with apolitical support including administrative, research, policy and procedural support; and
- promote public awareness of the purpose, functions and work of the Council.

# 2003-04 MAJOR INITIATIVES

The principal objectives and responsibilities of the Office of the Clerk of the Legislative Council are to:

- provide an accurate retrieval and assessment system of precedent, law, history and parliamentary method necessary for the effective functioning of the Legislative Council and its Committees;
- provide effective apolitical support, including administrative, research, policy and procedural support and advice to the President of the Legislative Council and other elected Members;
- ensure the effective custody of documents, including journals, records and papers of the Legislative Council, the responsibility for which, in accordance with Standing Orders, is vested in the Clerk of the Legislative Council;
- ensure the effective functioning of Standing, Sessional and Select Committees, including the provision of adequate and appropriate resources;
- accurately prepare and present legislation, once passed through both Houses, to His Excellency the Governor for Royal Assent;
- promote public awareness of the purpose, functions and work of the Legislative Council;
- maximise the potential of all staff through effective human resource practices; and
- efficiently manage resources, both financial and human.

Additional base funding of \$250 000 has been provided in 2003-04 to the Legislative Council. This funding will improve the level of staffing and related support to Members and further increase Members' capacity to discharge effectively their full range of Parliamentary and electoral responsibilities.

Further, the Joint Standing Committees on Community Development and Environment, Resources and Development have been re-established by Resolution of both Houses of Parliament. The continued operation of these two Joint Committees in 2003-04 will have implications for the Council, both financially and procedurally.

# SUMMARY AGENCY 2003-04 BUDGET INFORMATION

## Financial Summary

Table 9.1: Summary Financial Information for the Legislative Council

	2002-03	2003-04	
	Budget	Budget	Variation
	\$'000	\$'000	%
<b>OPERATING REVENUE</b>			
<b>Revenue from Government</b>			
Annual Appropriation <sup>1</sup>	1 612	1 943	20.5
Reserved by Law	1 782	1 831	2.7
<b>TOTAL</b>	<b>3 394</b>	<b>3 774</b>	<b>11.2</b>
<b>OPERATING EXPENSES</b>			
Legislative Council Support Services <sup>2</sup>	1 604	1 895	18.1
Payments Administered by the Legislative Council	1 782	1 831	2.7
<b>TOTAL</b>	<b>3 386</b>	<b>3 726</b>	<b>10.0</b>
<b>NET OPERATING RESULT</b>	<b>8</b>	<b>48</b>	<b>500.0</b>

Notes:

1. The Annual Appropriation for 2003-04 has been increased by \$250 000 to increase the level of staffing and related support to Members of the Legislative Council.
2. The expenditure estimated for 2003-04 has increased as a consequence of an increase in the staff support for the Members of the Legislative Council.

# DETAILED OUTPUT GROUP 2003-04 BUDGET INFORMATION

The individual Outputs of the Legislative Council are provided under the following Output Groups:

Output Group 1      Legislative Council Support Services; and

Output Group 2      Payments Administered by the Legislative Council.

## Output Group 1: Legislative Council Support Services

### *Description*

Services provided under this Output Group include:

- procedural, administrative and research support and advice to the President and Members of the Legislative Council;
- assistance to Members of the Legislative Council in order that they are able to execute their duties and responsibilities as elected representatives of the people of Tasmania;
- tabling of Legislative Council Select Committee and Parliamentary Joint Select and Standing Committee reports on a variety of subject specific matters agreed to by Resolution or as referred;
- the continuing statutory obligations of the three Joint Parliamentary Standing Committees;
- the provision of continuing professional development allowances to Members; and
- the provision of travel and research support allowances to Members.

Outcomes to be achieved from this Output Group are as follows:

- the continuing lawful and constitutional operation of the Legislative Council;
- provision of quality and timely advice on parliamentary practice and procedure to the President and Members;
- provision of a range of services to directly support the functioning of the Council during ordinary sittings and to support its Sessional, Standing and Select Committees;
- quality and timely research and information to Members;
- provision of accommodation and office services to Members so as to enable the efficient and effective discharge of their Parliamentary and representational responsibilities; and
- the effective financial management of the Council in accordance with statutory requirements and other instructions.

**Table 9.2: Summary Financial Information - Output Group 1**

<b>Legislative Council Support Services</b>	<b>2002-03</b>	<b>2003-04</b>	<b>Variation</b>
	<b>Budget</b>	<b>Budget</b>	
	<b>\$'000</b>	<b>\$'000</b>	
<b>OPERATING REVENUE</b>			
Revenue from Government			
Annual Appropriation <sup>1</sup>	<b>1 612</b>	<b>1 943</b>	<b>20.5</b>
<b>TOTAL</b>	<b>1 612</b>	<b>1 943</b>	<b>20.5</b>
<b>OPERATING EXPENSES</b>			
Employee Entitlements			
Salaries and Wages <sup>2</sup>	<b>1 060</b>	<b>1 308</b>	<b>23.4</b>
Other Employee Related Expenses <sup>2</sup>	<b>88</b>	<b>106</b>	<b>20.5</b>
Superannuation <sup>2</sup>	<b>120</b>	<b>152</b>	<b>26.7</b>
Depreciation and Amortisation	<b>5</b>	<b>5</b>	<b>....</b>
Supplies and Consumables			
Travel and Transport	<b>112</b>	<b>112</b>	<b>....</b>
Advertising and Promotion	<b>1</b>	<b>1</b>	<b>....</b>
Communications	<b>86</b>	<b>86</b>	<b>....</b>
Information Technology	<b>15</b>	<b>15</b>	<b>....</b>
Other Supplies and Consumables	<b>117</b>	<b>110</b>	<b>(6.0)</b>
<b>TOTAL</b>	<b>1 604</b>	<b>1 895</b>	<b>18.1</b>
<b>EXPENSE BY OUTPUT</b>			
1.1 Legislative Council Support Services	<b>1 584</b>	<b>1 875</b>	<b>18.4</b>
1.2 Committee Support Services	<b>20</b>	<b>20</b>	<b>....</b>
<b>TOTAL</b>	<b>1 604</b>	<b>1 895</b>	<b>18.1</b>

Notes:

1. The Annual Appropriation for 2003-04 has been increased by \$250 000 to increase the level of staffing and related support to Members of the Legislative Council.
2. This increase reflects the provision of additional staff support to the Members of the Legislative Council.

*Major Issues and Initiatives for 2003-04*

The Clerk of the Legislative Council is charged with responsibility for providing the necessary levels of support to Members of the Legislative Council. The main issue facing the Clerk of the Legislative Council is to continue to provide the highest possible standard of professional advice and support to Members in order that they are fully able to execute their range of duties and responsibilities as elected Members of the Tasmanian Parliament.

## Output Group 2: Payments Administered by the Legislative Council

### *Description*

This Output Group specifically provides for the Parliamentary salaries, superannuation and allowances of Members of the Legislative Council as prescribed in the *Parliamentary Salaries, Superannuation and Allowances Act 1973*.

**Table 9.3: Summary Financial Information - Output Group 2**

	2002-03 Budget	2003-04 Budget	Variation
	\$'000	\$'000	%
<b>Payments Administered by the Legislative Council</b>			
<b>OPERATING REVENUE</b>			
Revenue from Government			
Reserved by Law	1 782	1 831	2.7
<b>TOTAL</b>	1 782	1 831	2.7
<b>OPERATING EXPENSES</b>			
Employee Entitlements			
Salaries and Wages	1 614	1 663	3.0
Superannuation	14	14	....
Supplies and Consumables			
Travel and Transport	141	141	....
Communications	13	13	....
<b>TOTAL</b>	1 782	1 831	2.7
<b>EXPENSE BY OUTPUT</b>			
2.1 Payments Administered by the Legislative Council	1 782	1 831	2.7
<b>TOTAL</b>	1 782	1 831	2.7

# DETAILED BUDGET STATEMENTS

Table 9.4: Output Group Expense Summary for the Legislative Council

	2002-03 Budget \$'000	2003-04 Budget \$'000	Variation %
<b>Output Group 1 - Legislative Council Support Services</b>			
1.1 Legislative Council Support Services <sup>1</sup>	1 584	1 875	18.4
1.2 Committee Support Services	20	20	....
	<b>1 604</b>	<b>1 895</b>	<b>18.1</b>
<b>Output Group 2 - Payments Administered by the Legislative Council</b>			
2.1 Payments Administered by the Legislative Council	1 782	1 831	2.7
	<b>1 782</b>	<b>1 831</b>	<b>2.7</b>
<b>TOTAL AGENCY</b>	<b>3 386</b>	<b>3 726</b>	<b>10.0</b>

Note:

1. The expenditure estimated for 2003-04 has increased as a consequence of an increase in the staff support for the Members of the Legislative Council.

**Table 9.5: Statement of Financial Performance for the Legislative Council**

	<b>2002-03</b>	<b>2003-04</b>	
	<b>Budget</b>	<b>Budget</b>	<b>Variation</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>%</b>
<b>OPERATING REVENUE</b>			
<b>Revenue from Government</b>			
<b>Annual Appropriation<sup>1</sup></b>	<b>1 612</b>	<b>1 943</b>	<b>20.5</b>
<b>Reserved by Law</b>	<b>1 782</b>	<b>1 831</b>	<b>2.7</b>
<b>TOTAL</b>	<b>3 394</b>	<b>3 774</b>	<b>11.2</b>
<b>OPERATING EXPENSES</b>			
<b>Employee Entitlements<sup>2</sup></b>	<b>2 762</b>	<b>3 077</b>	<b>11.4</b>
<b>Superannuation<sup>2</sup></b>	<b>134</b>	<b>166</b>	<b>23.8</b>
<b>Depreciation and Amortisation</b>	<b>5</b>	<b>5</b>	<b>....</b>
<b>Supplies and Consumables</b>	<b>485</b>	<b>478</b>	<b>(1.5)</b>
<b>TOTAL</b>	<b>3 386</b>	<b>3 726</b>	<b>10.0</b>
<b>NET OPERATING RESULT</b>	<b>8</b>	<b>48</b>	<b>500.0</b>

Notes:

1. The Annual Appropriation for 2003-04 has been increased by \$250 000 to increase the level of staffing and related support to Members of the Legislative Council.
2. This increase is due to the provision of additional staff support to the Members of the Legislative Council.

**Table 9.6: Statement of Financial Position as at 30 June for the Legislative Council**

	<b>2003</b>	<b>2004</b>	
	<b>Budget</b>	<b>Budget</b>	<b>Variation</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>%</b>
<b>CURRENT ASSETS</b>			
Cash	5	5	....
Receivables	8	8	....
Prepayments	3	3	....
<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>....</b>
<b>NON-CURRENT ASSETS</b>			
Plant and Equipment	53	48	(9.5)
Other <sup>1</sup>	855	919	7.4
<b>TOTAL</b>	<b>908</b>	<b>967</b>	<b>6.4</b>
<b>TOTAL ASSETS</b>	<b>924</b>	<b>983</b>	<b>6.3</b>
<b>CURRENT LIABILITIES</b>			
Payables	101	101	....
Employee Entitlements <sup>2</sup>	413	360	(12.9)
Accrued Expenses	19	19	....
Other	3	3	....
<b>TOTAL</b>	<b>536</b>	<b>483</b>	<b>(9.9)</b>
<b>NON-CURRENT LIABILITIES</b>			
Employee Entitlements	28	28	....
<b>TOTAL</b>	<b>28</b>	<b>28</b>	<b>....</b>
<b>TOTAL LIABILITIES</b>	<b>564</b>	<b>511</b>	<b>(9.4)</b>
<b>NET ASSETS</b>	<b>360</b>	<b>472</b>	<b>31.1</b>

Notes:

1. The 2003-04 estimate of Other Assets includes a revaluation of artworks and antique furniture assets.
2. The decrease in Current Employee Entitlements is due to the final pay for 2003-04 being on 30 June 2004.

**Table 9.7: Statement of Cash Flows for the Legislative Council**

	<b>2002-03</b>	<b>2003-04</b>	
	<b>Budget</b>	<b>Budget</b>	<b>Variation</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>%</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
<b>Revenue from Government</b>			
<b>Appropriation<sup>1</sup></b>	<b>1 612</b>	<b>1 943</b>	<b>20.5</b>
<b>Reserved by Law</b>	<b>1 782</b>	<b>1 831</b>	<b>2.7</b>
<b>Payments</b>			
<b>Employee Entitlements<sup>2</sup></b>	<b>( 2 782)</b>	<b>( 3 126)</b>	<b>12.3</b>
<b>Superannuation<sup>2</sup></b>	<b>( 134)</b>	<b>( 170)</b>	<b>26.8</b>
<b>Supplies and Consumables</b>	<b>( 478)</b>	<b>( 478)</b>	<b>....</b>
<b>NET CASH FROM/(USED IN) OPERATING ACTIVITIES</b>	<b>....</b>	<b>....</b>	<b>....</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>NET CASH FROM/(USED IN) INVESTING ACTIVITIES</b>	<b>....</b>	<b>....</b>	<b>....</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>NET CASH FROM/(USED IN) FINANCING ACTIVITIES</b>	<b>....</b>	<b>....</b>	<b>....</b>
<b>Net Increase/(Decrease) In Cash Held</b>	<b>....</b>	<b>....</b>	<b>....</b>
<b>Cash at the Beginning of Reporting Period</b>	<b>5</b>	<b>5</b>	<b>....</b>
<b>Cash at the End of Reporting Period</b>	<b>5</b>	<b>5</b>	<b>....</b>

Notes:

1. The Annual Appropriation for 2003-04 has been increased by \$250 000 to increase the level of staffing and related support to Members of the Legislative Council.
2. The expenditure estimated for 2003-04 has increased as a consequence of an increase in the staff support for the Members of the Legislative Council.

**Table 9.7: Statement of Cash Flows for the Legislative Council  
(continued)**

	<b>2002-03</b>	<b>2003-04</b>	
	<b>Budget</b>	<b>Budget</b>	<b>Variation</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>%</b>
<b>ADMINISTERED ITEMS</b>			
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
<b>Revenue from Government</b>			
<b>GST Receipts</b>	27	27	....
<b>Payments</b>			
<b>GST Payments</b>	( 27)	( 27)	....
<b>NET CASH FROM/(USED IN) OPERATING ACTIVITIES</b>	....	....	....
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>NET CASH FROM/(USED IN) INVESTING ACTIVITIES</b>	....	....	....
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>NET CASH FROM/(USED IN) FINANCING ACTIVITIES</b>	....	....	....
<b>Net Increase/(Decrease) In Cash Held</b>	....	....	....
<b>Cash at the Beginning of Reporting Period</b>	....	....	....
<b>Cash at the End of Reporting Period</b>	....	....	....

**Table 9.8: Reconciliation of Operating Expenses to Consolidated Fund Appropriation**

	<b>2002-03</b>	<b>2003-04</b>
	<b>Budget</b>	<b>Budget</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Total Operating Expenses</b>	<b>3 386</b>	<b>3 726</b>
<b>Adjustments for non-cash items</b>		
<b>Depreciation</b>	<b>( 5)</b>	<b>( 5)</b>
<b>Employee Entitlements</b>	<b>20</b>	<b>53</b>
<b>Supplies and Consumables</b>	<b>( 7)</b>	<b>....</b>
<b>Total Cash Cost of Outputs</b>	<b>3 394</b>	<b>3 774</b>
<b>Total Consolidated Fund Appropriation</b>	<b>3 394</b>	<b>3 774</b>