



LEGISLATURE-GENERAL
TWENTY-FIFTH ANNUAL REPORT
YEAR 2013-14

Presented to both Houses of Parliament pursuant to the provisions
of the *Financial Management and Audit Act 1990*

LEGISLATURE-GENERAL
TWENTY-FIFTH ANNUAL REPORT
YEAR 2013-14

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GENERAL

Legislature-General comprises four outputs, which undertake specific functions and deliver various services within Parliament:

The Output structure of the Legislature-General for 2013-14 was:

Output Group 1 - PARLIAMENTARY REPORTING SERVICE

1.1 - Production and Printing of Parliamentary Reports

Output Group 2 - PARLIAMENTARY LIBRARY SERVICES

2.1 - Parliamentary Library

Output Group 3 - PARLIAMENTARY PRINTING & SYSTEMS

3.1 - Printing

3.2 - Systems

Output Group 4 - JOINT SERVICES

4.1 - Buildings and Operations Management

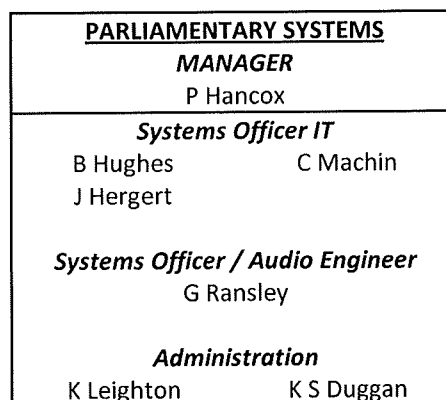
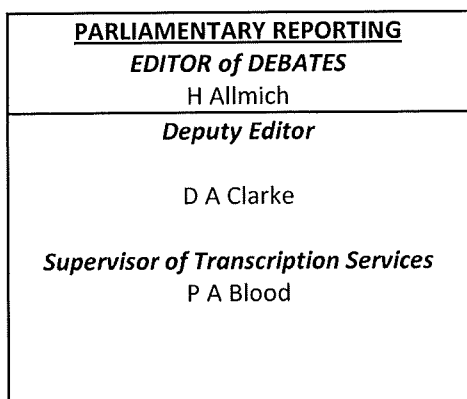
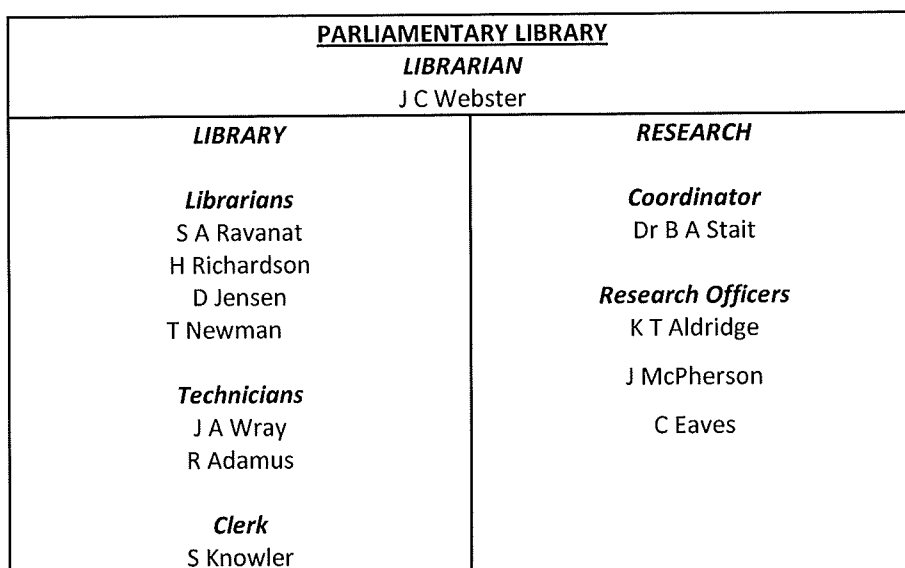
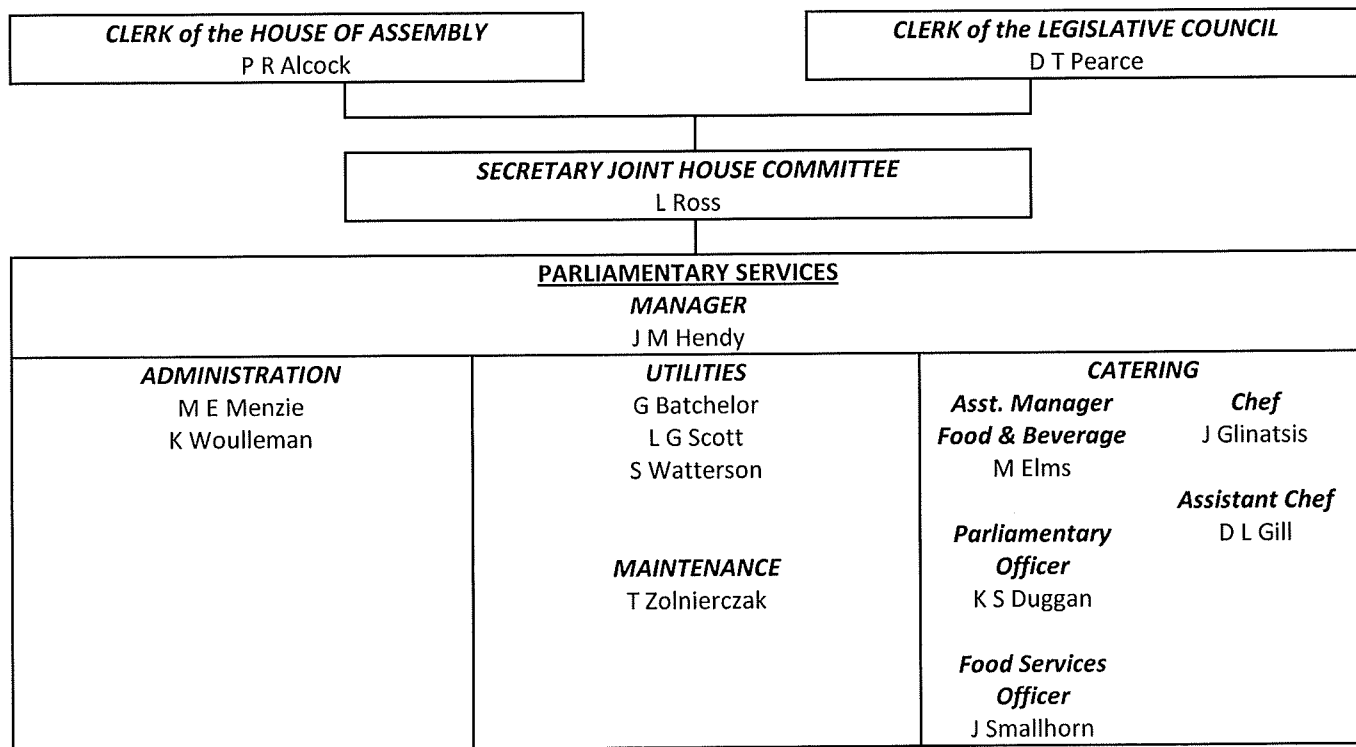
4.2 - Joint Management Services

4.3 - Services to Members

4.4 - Corporate Services for Parliament Agencies

The Clerk of the House of Assembly and the Clerk of the Legislative Council are joint Heads of Agency. Co-ordination and direction is provided by the Secretary of the House Committee to the Branch Heads of the four Outputs.

Structure as at 30 June 2014:



HOUSE COMMITTEE

HOUSE COMMITTEE as at 30 June 2014

Membership

HOUSE OF ASSEMBLY

SPEAKER

(Hon. E N Archer)

Chair

Mr. M D Shelton

Hon. D E Llewellyn

LEGISLATIVE COUNCIL

PRESIDENT

(Hon. J S Wilkinson)

Hon. Dr. V Goodwin

Hon. G R Hall

The House Committee, comprising three Members of the Legislative Council and three Members of the House of Assembly, under the Standing Orders has the responsibility to regulate and control such matters as:

- the allotment of office and other space within the Parliament building, subject to the approval of the appropriate Presiding Officer;
- repairs, renewals and alterations to Parliament House and its fittings and furniture;
- maintenance and upkeep of the gardens and pavements of the Parliament Reserve; and
- any other matters referred to the Committee by a joint Resolution of both Houses.

The Secretary of the House Committee is a Table Officer from one of the Houses of the Parliament. As at 30 June 2014, Ms Laura Ross, Clerk-Assistant and Sergeant-at-Arms, House of Assembly, held the position of Secretary.

Output 1 – PARLIAMENTARY REPORTING SERVICE

The two prime objectives of the Parliamentary Reporting Service are:

- To produce an accurate and timely record of the debates in both Houses of Parliament; and
- To provide transcripts of the proceedings of all evidence presented to parliamentary committees and of deliberations at ministerial or parliamentary conferences held in the Tasmanian Parliament.

The Hansard report of the two Houses is produced on a daily basis for parliamentary use and is available for public access in electronic form through the Internet. The transcript of debates is held for permanent record on compact disc. Three bound copies are produced for posterity – one for the State Library of Tasmania and two for the Parliamentary Library.

In brief the process involves:

- Recording the debates in both Houses of Parliament and audio typing from digital sound for a draft copy (employing sessional audio transcribers); and
- Verifying the accuracy of these drafts, with all necessary editing and proofreading of the transcripts being done by the editorial staff. Approval for the final version of these reports for both Houses of Parliament is given by the Editor of Debates.

Hansard currently employs three full-time staff – the Editor of Debates, the Deputy Editor and the Supervisor of Transcription Services. In addition, up to 14 casual typists and six subeditors are employed when the Parliament or its committees are sitting.

Production of Hansard and control of staff is the responsibility of the Editor of Debates. Accounting and other general human resource support is provided by Joint Services Administration.

Parliamentary Library Service

The Parliament establishes a Joint Library Committee at the commencement of every session consisting of six members from both Houses. The Deputy Clerk of the House of Assembly is the Secretary of the Committee.

The Parliamentary Librarian administers relevant policies concerning the library and information service on behalf of the Parliament and the Library Committee. The Parliamentary Librarian also administers the Parliamentary Museum.

The Parliamentary Librarian, with the assistance of the research Co-ordinator, manages the operations of the Parliamentary Research Service (PRS). Four (4) research staff are employed by the Presiding Officers of Parliament to work as part of the combined library and research service.

The current staff of the Parliamentary Library and Parliamentary Research Service includes:

LIBRARY

Parliamentary Librarian
Resources Access and Development Librarian (0.6)
Client Services Librarian (0.7)
E-Services Librarian (0.45)
Library Technicians & Clerk [2.4]

PRS

Research Co-ordinator
Research Officers [3]

The primary purpose of the library and research service is to provide an efficient, effective and integrated information and research service to Members and Officers of the Parliament, from library collections, electronic resources and specific services designed to assist them in the performance of their duties.

To meet these functional aims and objectives the library and research service offers a wide range of library services, including several unique services. The following is a brief list of the general Library services available:

- Specialised reference services
- Individualised services for Members
- Weekly online current awareness service of articles of topical interest
- Inter-Library Loans and document delivery
- Access and referral services to special information sources including electronic resources
- Information support for committees
- Library training and education for Members and their staff
- Internet and intranet resources (many generated by Library & PRS staff).

Some of the specialised services include:

Newspaper Clippings:

Major Tasmanian daily papers are scanned for political items which are indexed by subject and by mention of individual Members onto a database and made available on the Parliament's Intranet. The Mercury, Advocate and Examiner are indexed daily. Tasmanian current affairs content in The Australian, the Australian Financial Review and Tasmanian Country is included on the database and media releases are also indexed. The database began in 2004 and is fully searchable.

Regional newspapers

Many Tasmanian regional newspapers are available on the Parliament intranet for the use of Members.

Television Monitoring

News broadcasts from the ABC, WIN and Southern Cross are captured daily (and *Stateline*), and are available for replay or dubbing. The news services are available for viewing on the Parliament Intranet daily. Transcripts can be provided on request.

Radio Monitoring:

ABC Radio broadcasts are captured Monday to Friday 6 am to 6 pm in the south and 6 am to 8 am and 2 pm to 6 pm in the north of the state in line with local programme variations. Audio clips can be emailed to members and their staff. Transcripts can be provided on request.

Websites

The Library and Research Service maintain comprehensive web sites that contain factual and historical information on the Parliament of Tasmania. Access to these services is available from the Parliament's homepage at <http://www.parliament.tas.gov.au>

In-House Databases:

- *Questions by Members* - in both houses from Hansard
- *Passage of Bills Register* – monitoring the passage of Bills through the Parliament and including full-text extrinsic material
- *Parliamentary Papers Index* - from 1890 to date. Retrospective indexing is continuing
- *Members database* – biographical information on Members from 1856
- *Catalogue and other resources* – resources relating to current issues are available on the intranet. A weekly *New@the Library* is emailed to Members and staff.

The Parliamentary Library service undertook 2017 reference enquiries for year 2013-14. 23,028 items were indexed for the electronic newspaper clippings service.

The House of Assembly sponsored a professional placement for a member of staff in the 2013-14 year. Deb Jensen, e-services Librarian was the successful applicant and she visited the Legislative Assembly Library in the ACT, the Australian Parliamentary Library and undertook a week placement at the NSW Parliamentary Library. She reported on the visits and placement and shared what she had learned with the Parliamentary Library staff.

Parliamentary Research Service

Within the neutral environment of the Library the Parliamentary Research Service exists to provide Members with written or oral briefings on subjects of interest to them.

The scope of this research activity includes:

- Research Notes: Confidential individual research
- Research Papers: Longer research papers on request
- Intranet: Statistics and research documents
- Committees: Research support for Parliamentary committees
- Current Awareness Reading: Assist the Library in compiling *News@the Library*.

The PRS continues to provide timely responses and detailed analysis to its client group, which not only includes Members of Parliament, their staff and committees of both Houses.

There was a 16.7% increase in requests received and completed, from 619 in 2012-2013 to 685 in 2013-14. 256 of these were more complex and time consuming written requests. There were 81 oral briefings and 348 other requests, including committee support. During 2013-14 there was a high level of activity by both House of Assembly and Legislative Council committees. The PRS maintains extensive information resources both on the Parliamentary Intranet and other databases. These databases assist with providing rapid responses to many frequent requests by PRS staff and also enable the clients to obtain information at any time on the Parliamentary Intranet.

During part of 2014 Jayne McPherson was assisting the National Parliament of the Solomon Islands to establish a research service. Dylan Richards was employed for four months to fill the role of Research Officer (Law) during Jayne's absence. Also during the entire period of 2013-14 a Research Officer (general policy) position has not been filled.

During 2013-14 a series of Electorate Profiles based on the 2011 census were released. These profiles cover all Tasmanian electorates and a state-wide profile for comparison purposes.

The PRS continues to support the Parliamentary Internship Scheme. The programme allows university students to undertake a research project for a member of the Tasmanian Parliament. During 2013-14 seven students took part on the scheme.

Output 3.2 – PARLIAMENTARY SYSTEMS

During the financial year 2013/14, the Computer and Electronic Services Department:

- Completed 5665 helpdesk jobs for the financial year.
- Continuation of implementation of restructured network to incorporate a private IP range including redesign of existing Vlan's.
- Upgraded one hundred and fifty six computers and laptops, ten Apple I-pad's, twenty five Apple I-phone's and six Windows file servers within the Parliament system. Replaced remaining unsupported Windows XP with Windows 7 Professional operating systems. Replaced remaining unsupported Windows 2003 server with Windows 2012 server operating systems.
- Transitioning Tasmanian Liberal party to Department of Premier and Cabinet and Tasmanian Labor Party to Opposition suite including 7 state wide electorate office transfers. Relocation of Tasmanian Greens office and services to 10 Murray Street. Closed down Speaker Polley's Longford office, terminated network, telephony and security services and relocated furniture and equipment to Parliament House.
- With a successful rollout of Telstra TIPT throughout the Parliamentary precinct complete and continued savings on line rental and call costs we converted all electorate office spectrum services to Telstra TIPT.
- Relocation of CCTV, security systems and Telstra point of presence in preparation of demolition of Parliament Annex as part of the overall Parliament Square redevelopment project including a review of overall Parliament Precinct electronic security.
- Training course of Computer Services technical staff on supporting the Apple Macintosh operating systems.
- Setup new Electorate Office for the Member for Rumney at Sorell including a NBN Managed Network connection to the Network Tasmania core.
- Converted six electorate office security systems to report through the VoIP and GSM systems and setup Web portal management.
- Redesigned the Montgomery electorate office foyer to comply with OHAS and provide protection to electorate officer, replaced security system, upgraded the electorate officers computer and installed a NAS.
- Upgraded microphones and audio system in Henty House Committee Room.
- Replaced the Web streaming and archiving computers for the Parliament broadcast system
- Replaced the digital audio recording computers for Committee Room 1 and Committee Room 2.
- Replaced the Security Pass printer.
- Replaced the Bistro and Basement corridor electrical switchboards and separated the mains feed to the Parliament House computer room.
- Installed a colour printer onto the public wireless network.
- Upgraded the finance system operating platform and data distribution and forms printing systems to the latest versions.
- Installed seven new MATV outlets within the Parliamentary precinct.

Output 4.1 – BUILDING OPERATIONS

Support for Local Business

The Legislature-General ensures that Tasmanian businesses are given every opportunity to compete for departmental business.

It is the Parliament of Tasmania’s policy to support Tasmanian businesses whenever they offer best value for the public monies expended.

Contracts with a value greater than \$50,000 (ex GST)

Contractor	Location	Project	Period	Value
NIL				

Consultancy contracts with a value greater than \$50,000 (ex GST)

Contractor	Location	Project	Period	Value
NIL				

RISK MANAGEMENT

Strategic Asset Management Plan

Parliament House is developing a comprehensive risk management program and risks relating to the building complex are being progressively identified.

Damage to buildings or injury to staff or clients through failure of plant, services or equipment have been addressed through maintenance strategies. Statutory maintenance is now being undertaken by a single contractor responsible for all building elements in the Parliament complex for improved controls and audit.

The Parliament computer network has a comprehensive Disaster Recovery Plan under the control of the Parliamentary Systems Manager.

The documented procedures in the Plan have been tested.

Occupational Health and Safety

Occupational health and safety is a principal management consideration of Legislature-General, with the provision of equipment, facilities and programs, such as eye testing for users of screen-based equipment, to ensure the safety and well-being of staff.

Asset Management

Section 18 of the Legislature-General Finance Manual prescribes the management processes to be followed in relation to the inventory and asset register maintenance.

Parliamentary Catering Service

The Parliamentary Catering Service is designed to provide for the catering needs of Parliament House.

These cover providing meals for Members of Parliament and staff both during sitting and non-sitting periods and official functions hosted by Members of Parliament.

The Service comprises four permanent staff members involved in the operation of the catering needs of Parliament. The permanent staff are supplemented by casual waiting and kitchen help during Parliamentary sitting periods and functions.

There is a dining room for Members, and one for Members guests, and a staff bistro operated by the Service. Functions are also catered for in the reception room and long room.

The Service is administered by the Secretary of the Joint House Committee.

The results reflect the ongoing hard work and enthusiasm of the staff.

Despite the long hours worked during sitting periods, and the additional functions and committees requiring catering, the staff provided an efficient service with an extremely high standard of product.

JOINT STANDING COMMITTEE ON PUBLIC WORKS

Function: The Public Works Committee is established pursuant to the provisions of the *Public Works Committee Act* (No. 32 of 1914). The Committee considers and reports upon every proposed public work the cost of which is estimated cost of completing the work exceeds \$5 000 000.

The Committee has regard to: the stated purpose of the works; the necessity or advisability of carrying it out; the amount of revenue which it may reasonably be expected to produce; and the present and prospective public value of the work.

Members: At 30 June 2014 the Members of the Committee were: Hon. A. J. Taylor MLC; Hon. G. M. Farrell MLC (Deputy Chairman); Mr A. R. Brooks MP (Chairman); Ms M. R. Ogilvie MP; and Mrs J. F. Rylah.

Staff: Secretary: Mr Shane Donnelly

Reports:-

- Construction of Dunalley Primary School; and
- George Town HUB.North East Freight Roads;

Meetings: During the reporting period, the Committee met on seven occasions, such meetings being held in George Town and Hobart.

JOINT STANDING COMMITTEE ON SUBORDINATE LEGISLATION

The Subordinate Legislation Committee was established in 1969 by Statute. The Committee is comprised of three Members each from the Legislative Council and the House of Assembly. Ministers and Presiding Officers may not be members. Although it is a Joint Standing Committee the Secretary to the Committee has traditionally been a Table Officer in the Legislative Council, and therefore the Council is responsible for administering the Committee.

The Committee's charter is to examine every Regulation, By-law and Rule. Regulations comprise all subordinate legislation made by the Governor-in-Council but do not include Orders, Proclamations or Rules of the Supreme Court. By-laws are those made by municipal councils, marine boards and other semi-government authorities. The Committee is also responsible for ensuring the *Subordinate Legislation Act 1992* is complied with, and the examination of other Instruments referred to it under the authority of an Act.

The Government Printer sends the Committee copies of all regulations as soon as they have been gazetted. Each municipality is required under the *Local Government Act 1993* to provide the Committee with a copy of any new or amended By-Laws.

Statistical Information for the Financial Year:

	FORTY-SEVENTH PARLIAMENT	FORTY-EIGHTH PARLIAMENT	TOTAL
Meetings	9	4	13
Instruments	46	32	78
Briefings	1	1	2
Public Hearings	3	-	3
Reports Tabled	2	-	2

During the reporting year, the Committee held a total of thirteen (13) meetings, nine (9) during the forty-seventh parliament and four (4) during the forty-eighth parliament. The Committee examined seventy eight (78) instruments of subordinate legislation, forty six (46) during the forty-seventh parliament and thirty two (32) during the forty-eighth parliament that had been published in the Government Gazette.

As part of the examination of these instruments, the Committee requested information from Ministers in writing, in relation to regulations imposing significant increases in fees, explanations of some provisions and other issues of concern. The majority of queries were resolved to the Committee's satisfaction using this mechanism to obtain further information.

During the year the Committee also received briefings from Departmental officers in relation to the following instruments –

- Vehicle and Traffic (Driver Licensing and Vehicle Registration) Amendment (Mandatory Alcohol Interlock) Regulations 2013 (S.R. 2013, No.50) -completed during the forty-seventh parliament
- Restricted Hire Vehicle Industry Amendment Regulations 2014 (S.R. 2014, No.13) - completed during the forty-eighth parliament

The briefings provided Members with further details and clarification of specific issues.

The Committee completed one (1) inquiry in relation to the Vehicle and Traffic (Driver Licensing and Vehicle Registration) Amendment (Mandatory Alcohol Interlock) Regulations 2013 (S.R. 2013, No.50) and the Vehicle and Traffic (Driver Licensing and Vehicle Registration) Amendment (Mandatory Alcohol Interlock) Regulations 2013 (S.R. 2013, No. 63).

The Committee conducted two (2) dates of hearings and received evidence from six (6) witnesses. The report of the Committee was tabled in both Houses of the Tasmanian Parliament - completed during the forty-seventh parliament. The inquiry resulted in amendments being made to the legislation by the Government.

Committee Membership – Forty-Seventh Parliament

Legislative Council

Hon Ruth Forrest (Chair)
Hon Tania Rattray (Deputy Chair)
Hon Adriana Taylor

House of Assembly

Ms Elise Archer
Mr Tim Morris
Mr Graeme Sturges

Committee Membership – Forty-Eighth Parliament

Legislative Council

Hon Ruth Forrest
Hon Leonie Hiscutt (Deputy Chair)
Hon Tania Rattray (Chair)

House of Assembly

Mr Guy Barnett
Mr Roger Jaensch
Ms Madeleine Ogilvie

JOINT STANDING COMMITTEE OF PUBLIC ACCOUNTS

The Public Accounts Committee is a joint standing committee of the Tasmanian Parliament established under the *Public Accounts Committee Act 1970* (the Act).

The Committee consists of six Members of Parliament, of whom three are members of the Legislative Council and three members of the House of Assembly.

Functions of the Committee

In accordance with section 6 of the Act, the Committee:

- must inquire into, consider and report to the Parliament on any matter referred to the Committee by either House relating to:
 - the management, administration or use of public sector finances; or
 - the accounts of any public authority or other organisation controlled by the State or in which the State has an interest;
- may inquire into, consider and report to the Parliament on:
 - any matter arising in connection with public sector finances that the Committee considers appropriate; and
 - any matter referred to the Committee by the Auditor-General.

Under the *Audit Act 2008* the Committee also has responsibilities with regard to the appointment of the Auditor-General, the development of the Auditor-General's Annual Plan and the periodic review of the Tasmanian Audit Office.

Committee Activity

Committee operations combine self-initiated inquiries and referred inquiries. The Committee receives submissions and conducts briefings and hearings on such matters as required. Results of inquiries are presented in reports that are tabled in both Houses of Parliament. The reports are available to the public and published on the Committee website <http://www.parliament.tas.gov.au/ctee/Joint/pacc.htm>.

The Committee met on twenty four occasions during 2013-14.

The Committee's **Report No 23 of 2013: Royal Society for the Prevention of Cruelty to Animals (RSPCA) Inquiry** was tabled in Parliament House on 14 November 2013.

The following work is currently being undertaken by the Committee and is at various stages of progress:

- Review of the Report provided by Nexia Australia in accordance with section 44 of the Audit Act 2008, under which the Tasmanian Audit Office is subject to a review of the efficiency, effectiveness and economy of its operations at least once in every period of five-years. This is the first review undertaken since the commencement of the Act.

- The new Committee is to determine whether to proceed with a number of inquiries commenced by the previously constituted Committee, including:
 - An inquiry into the separation arrangement for Mr Barry Greenberry;
 - A review of the ABT Railway lease;
 - An inquiry into the Tasmanian Education Foundation; and
 - An inquiry into government funding of Australian Rules community football in Tasmania.
- Follow up review on Auditor-General Special Report No. 95 - Fraud control;

The Committee continues to meet periodically with the Auditor-General and in accordance with section 11 of the *Audit Act 2008* has reviewed and approved the Auditor-General's Annual Plan of Work 2014-15.

Committee Membership

Members of the 48th Parliament

Ivan N Dean MLC	Ruth J Forrest MLC
Chair	Vice-Chair
Member for Windermere	Member for Murchison

Scott Bacon MP	Sarah Courtney MP
Member for Denison	Member for Bass

Joan F Rylah MP	Adriana J Taylor MLC
Member for Braddon	Member for Elwick

Members of the 47th Parliament

Ivan N Dean MLC	Peter C Gutwein MP
Chair	Vice-Chair

Brenton R Best MP	Kim D Booth MP
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Paul Harriss MLC	Adriana J Taylor MLC
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The Committee was assisted by the following Secretariat:

Secretary	Ms Jenifer Austin (to 19 March 2014) Mrs Sue McLeod (19 March to 10 June 2014) Ms Gabrielle Woods (from 10 June 2014)
Assistant Committee Secretary	Ms Natasha Exel (from 10 June 2014)
Executive Assistant	Ms Emily Ratnagobal (to 24 December 2013)
Research Officer	Dr Bryan Stait

MANAGEMENT and HUMAN RESOURCES

Financial

Parliamentary Services staff provide financial management support for Legislature-General at the direction of the Joint Agency Heads and the Secretary of the Joint House Committee.

Staffing

Staff of Legislature-General are employed pursuant to the provisions of the *Parliamentary Privilege Act 1898* under the conditions of the Legislature-General Staff Industrial Agreement 2009.

Staff Establishment

As at 30 June 2014

<u>Output</u>		<u>Employees</u>			FTE
		Permanent	Part Time	Sessional	
1.1	Parliamentary Reporting Service	4.0		4.0	8.0
2.1	Parliamentary Library	8.0	2.4	0.2	10.6
3.2	Parliamentary Systems	4.0	0.2		4.2
4.1	Building Operations	4.0		0.1	4.1
4.2	Joint Management	2.0	0.8		2.8
4.3	Catering	4.0	0.8	3.5	8.3
Totals:		26.0	4.2	7.8	38.0

Staff Separations

During the course of the year there were two voluntary separations.

Equal Employment Opportunity

Legislature-General is an equal opportunity employer. Representation of Legislature-General Staff in EEO target groups can be summarised as follows:-

- 76.19% of staff are women;
- 0.00% of staff are Aboriginal or of Torres Strait Islander descent;
- 0.00% of staff are disabled.

Industrial Democracy

Legislature-General has a co-operative approach to decision making. The size of the department allows for direct and immediate consultation between staff and executive officers. Formal channels of conflict resolution are accessible by staff of Legislature-General.

Occupational Health and Safety

Occupational health and safety is a principal management consideration of Legislature-General, with the provision of equipment, facilities and programs, such as eye testing for users of screen-based equipment, to ensure the safety and well being of staff.

Superannuation Declaration

We, David Pearce and Peter Alcock, hereby certify that the Legislature-General has met its obligations under the Superannuation Guarantee (Administration) Act 1992 of the Commonwealth in respect of any employee who is a member of a complying superannuation scheme to which the Legislature-General contributes.



P. ALCOCK

Clerk of the House of Assembly



D. PEARCE

Clerk of the Legislative Council



LEGISLATURE-GENERAL
FINANCIAL STATEMENTS
YEAR ENDED 30 June 2014

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Independent Auditor's Report

To Members of the Tasmanian Parliament

LEGISLATURE-GENERAL

Financial Statements for the Year Ended 30 June 2014

Report on the Financial Statements

I have audited the accompanying financial statements of Legislature-General, which comprise the statement of financial position as at 30 June 2014 and the statements of comprehensive income, changes in equity and cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the statement by the Clerk of the Legislative Council and the Clerk of the House of Assembly (the Clerks).

Auditor's Opinion

In my opinion Legislature-General's financial statements:

- (a) present fairly, in all material respects, its financial position as at 30 June 2014 and its financial performance, cash flows and changes in equity for the year then ended
- (b) are in accordance with the *Financial Management and Audit Act 1990* and Australian Accounting Standards.

The Responsibility of the Clerks for the Financial Statements

The Clerks are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and Section 27 (1) of the *Financial Management and Audit Act 1990*. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based upon my audit. My audit was conducted in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the

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To provide independent assurance to the Parliament and Community on the performance and accountability of the Tasmanian Public sector.
Professionalism | Respect | Camaraderie | Continuous Improvement | Customer Focus

Strive | Lead | Excel | To Make a Difference

audit to obtain reasonable assurance as to whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on my judgement, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, I considered internal control relevant to the Clerks' preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Legislature-General's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Clerks, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.


My audit is not designed to provide assurance on the accuracy and appropriateness of the budget information in Legislature-General's financial statements.

Independence

In conducting this audit, I have complied with the independence requirements of Australian Auditing Standards and other relevant ethical requirements. The *Audit Act 2008* further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of State Entities but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Tasmanian Audit Office are not compromised in their role by the possibility of losing clients or income.

Tasmanian Audit Office



H M Blake
Auditor-General

Hobart
14 August 2014

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To provide independent assurance to the Parliament and Community on the performance and accountability of the Tasmanian Public sector.
Professionalism | Respect | Camaraderie | Continuous Improvement | Customer Focus

Strive | Lead | Excel | To Make a Difference

Certification of Financial Statements

The accompanying Financial Statements of Legislature-General are in accordance with the relevant accounts and records and have been prepared in compliance with Treasurer's Instructions issued under the provisions of the *Financial Management and Audit Act 1990* to present fairly the financial transactions for the year ended 30 June 2014 and the financial position as at the end of the year.

At the date of signing, we are not aware of any circumstances which would render the particulars included in the financial statements misleading or inaccurate.



Peter Alcock

Clerk of the House of Assembly

Date: 12 / 8 / 14



David Pearce

Clerk of the Legislative Council

Date: 12 / 08 / 14

Legislature-General Statement of Comprehensive Income for the year ended 30 June 2014

	Notes	2014 Budget \$'000	2014 Actual \$'000	2013 Actual \$'000
Continuing operations				
Revenue and other income from transactions				
Revenue from Government				
Appropriation revenue - recurrent	1.6(a), 5.1	5,776	5,952	5,897
Sales of goods and services	1.6(b), 5.2	172	316	369
Other revenue	1.6(c), 5.3	0	171	160
Total revenue and other income from transactions		5,948	6,439	6,426
Expenses from transactions				
Employee benefits	1.7(a), 6.1	3,164	3,382	3,393
Depreciation and amortisation	1.7(b), 6.2	588	658	626
Cost of goods sold		0	230	242
Supplies and consumables	6.3	2,639	2,693	2,623
Grants and subsidies	1.7(c), 6.4	59	53	51
Other expenses	6.5	46	44	67
Total expenses from transactions		6,496	7,060	7,002
Net result from transactions (net operating balance)		(548)	(621)	(576)
Other economic flows - Other Non Owner Changes in Equity				
<i>Items that may be reclassified subsequently to profit or loss</i>				
Change in Asset Revaluation Reserve	10.1	0	0	7,012
Total Other economic flows - Other Non Owner Changes in Equity		0	0	7,012
Total Comprehensive Result		(548)	(621)	6,436

This Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Budget information refers to original estimates and has not been subject to audit.

Explanations of material variances between budget and actual outcomes are provided in Note 4.1 of the accompanying notes.

Legislature-General Statement of Financial Position as at 30 June 2014

	Notes	2014 Budget \$'000	2014 Actual \$'000	2013 Actual \$'000
Assets				
<i>Financial assets</i>				
Cash and deposits	1.8(a), 11.1	61	93	118
Receivables	1.8(b), 7.1	94	76	91
<i>Non-financial assets</i>				
Inventories	1.8(c), 7.2	26	36	32
Property, plant and equipment	1.8(d), 7.3	29,467	36,356	36,983
Other assets	7.4	16	59	14
Total assets		29,664	36,620	37,238
Liabilities				
Payables	1.9(a), 8.1	196	199	277
Employee benefits	1.9(c), 8.2	871	933	853
Other liabilities	8.3	36	16	15
Total liabilities		1,103	1,148	1,145
Net assets		28,561	35,472	36,093
Equity				
Reserves	10.1	19,705	26,717	26,717
Accumulated funds		8,856	8,755	9,376
Total equity		28,561	35,472	36,093

This Statement of Financial Position should be read in conjunction with the accompanying notes.

Budget information refers to original estimates and has not been subject to audit.

Explanations of material variances between budget and actual outcomes are provided in Note 4.2 of the accompanying notes.

Legislature-General Statement of Cash Flows for the year ended 30 June 2014

	Notes	2014 Budget \$'000	2014 Actual \$'000	2013 Actual \$'001
		Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities				
Cash inflows				
Appropriation receipts - recurrent		5,776	5,952	5,897
Sales of goods and services		172	311	351
GST receipts		364	366	363
Other cash receipts		0	171	160
Total cash inflows		6,312	6,800	6,771
Cash outflows				
Employee benefits		(2,867)	(3,016)	(3,069)
Superannuation		(287)	(294)	(312)
GST payments		(364)	(345)	(342)
Supplies and consumables		(2,639)	(2,526)	(2,296)
Other cash payments		(105)	(614)	(643)
Total cash outflows		(6,262)	(6,795)	(6,662)
Net cash from (used by) operating activities	11.2	50	5	110
Cash flows from investing activities				
Cash outflows				
Payments for acquisition of non-financial assets		(50)	(30)	(53)
Total cash outflows		(50)	(30)	(53)
Net cash from (used by) investing activities		(50)	(30)	(53)
Net increase (decrease) in cash and cash equivalents held		0	(25)	57
Cash and deposits at the beginning of the reporting period		57	118	61
Cash and deposits at the end of the reporting period	11.1	57	93	118

This Statement of Cash Flows should be read in conjunction with the accompanying notes.

Budget information refers to original estimates and has not been subject to audit.

Explanations of material variances between budget and actual outcomes are provided in Note 4.3 of the accompanying notes.

Legislature-General Statement of Changes in Equity for the year ended 30 June 2014

	Asset Revaluation Reserve \$'000	Accumulated Funds \$'000	Total Equity \$'000
Balance as at 1 July 2013	26,717	9,376	36,093
Total comprehensive result	0	(621)	(621)
Balance as at 30 June 2014	26,717	8,755	35,472

	Asset Revaluation Reserve \$'000	Accumulated Funds \$'000	Total Equity \$'000
Balance as at 1 July 2012	19,705	9,952	29,657
Total comprehensive result	7,012	(576)	6,436
Balance as at 30 June 2013	26,717	9,376	36,093

This Statement of Changes in Equity should be read in conjunction with the accompanying notes.

NOTE 1 Significant Accounting Policies

1.1 Objectives and Funding

The objectives of the office of Legislature-General are:

- to provide the highest level of advice, research and administrative services necessary for the effective functioning of both Houses of Parliament, their committees and Members;
- to produce accurate, timely official records of the debates in both Houses of Parliament and evidence presented to parliamentary committees;
- to perform all of its functions at the highest attainable levels of professional competence and efficiency; and
- to be a fair and responsive employer, maximising the potential of all its staff through effective human resource practices.

Legislature-General is predominately funded by Parliamentary appropriations. It also provides catering services on a fee for service basis. Fees charged are determined by management. The financial report encompasses all funds through which Legislature-General controls resources to carry on its functions.

1.2 Basis of Accounting

The Financial Statements are a general purpose financial report and have been prepared in accordance with:

Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board; and

The Treasurer's Instructions issued under the provisions of the *Financial Management and Audit Act 1990*.

The Financial Statements were signed by the Clerks of the Houses on 12th August 2014.

Compliance with the Australian Accounting Standards may not result in compliance with International Financial Reporting Standards, as the AAS include requirements and options available to not-for-profit organisations that are inconsistent with IFRS. Legislature-General is considered to be not-for-profit and has adopted some accounting policies under the AAS that do not comply with IFRS.

The Financial Statements have been prepared on an accrual basis and, except where stated, are in accordance with the historical cost convention. The accounting policies are generally consistent with the previous year except for those changes outlined in Note 1.5.

The Financial Statements have been prepared on the basis that the office is a going concern. The continued existence of Legislature-General in its present form, undertaking its current activities, is dependent on Government policy and on continuing appropriations by Parliament for Legislature-General's administration and activities.

1.3 Reporting Entity

The Financial Statements include all the controlled activities of Legislature-General. The Financial Statements consolidate material transactions and balances of Legislature-General and entities included in its output groups. Material transactions and balances between Legislature-General and such entities have been eliminated.

1.4 Functional and Presentation Currency

These Financial Statements are presented in Australian dollars, which is Legislature-General's functional currency.

1.5 Changes in Accounting Policies

(a) Impact of new and revised Accounting Standards

In the current year, Legislature-General has adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board that are relevant to its operations and effective for the current annual reporting period. These include:

- AASB 13 Fair Value Measurement (AASB 2011-8 Amendments to Australian Accounting Standards arising from AASB 13)– This Standard defines fair value, sets out a framework for measuring fair value and requires disclosures about fair value measurements. AASB 13 sets out a new definition of 'fair value' as well as new principles to be applied when determining the fair value of assets and liabilities. The new requirements apply to all of Legislature-Generals assets and liabilities (excluding leases), that are measured and/or disclosed at fair value or another measurement based on fair value. It is anticipated that there will not be any financial impact.

Legislature-General has reviewed its fair value methodologies (including instructions to valuers, data used and assumptions made) for all items of property, plant and equipment measured at fair value to ensure those methodologies comply with AASB 13.

AASB 13 requires increased disclosures in relation to fair value measurements for both assets and liabilities. To the extent that any fair value measurement for an asset or liability uses data that is not "observable" outside Legislature-General, the disclosures are significantly greater. See note 7(c). It is anticipated that there will not be any financial impact.

AASB 2011-8 replaces the existing definition and fair value guidance in other Australian Accounting Standards and Interpretations as a result of AASB 13

- AASB 119 Employee Benefits (2011-10 Amendments to Australian Accounting Standards arising from AASB 119) – This Standard supersedes AASB 119 Employee Benefits, introducing a number of changes to accounting treatments. The Standard was issued in September 2013. It is anticipated that there will not be any financial impact.
- 2012-2 Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities [AASB 7 & AASB 132] – This Standard makes amendments to AASB 7 and AASB 132 as a consequence of the issuance of amendments to IFRS 7 by the International Accounting Standards Board in December 2011. It is anticipated that there will not be any financial impact.
- 2012-6 Amendments to Australian Accounting Standards – Mandatory Effective Date of AASB 9 and Transition Disclosures [AASB 9, AASB 2009-11, AASB 2010-7, AASB 2011-7 & AASB 2011-8] – This Standard makes amendments to various standards as a consequence of the issuance of International Financial Reporting Standard Mandatory Effective Date and Transition Disclosures (Amendments to IFRS 9 and IFRS 7) by the International Accounting Standards Board in December 2011. It is anticipated that there will not be any financial impact.
- 2012-10 Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049, & 2011-7 and Interpretation 12] – This Standard makes amendments to various standards as a consequence of the issuance of the International Financial Reporting Standard Consolidated Financial Statements, Joint Arrangements and Disclosure of Interests in Other Entities: Transition Guidance

(Amendments to IFRS 10, IFRS 11 and IFRS 12) by the International Accounting Standards Board in June 2012, deferral of the application of AASB 10, AASB 11, AASB 12, AASB 127, AASB 128 and AASB 2011-7 to not-for-profit entities, and editorial corrections. It is anticipated that there will not be any financial impact.

- AASB 2013-2 Amendments to Australian Accounting Standards - Disclosures – Offsetting Financial Assets and Financial Liabilities [AASB 7 & AASB 132] – This Standard amends the required disclosures in AASB 7 to include information that will enable users of an entity's financial statements to evaluate the effect or potential effect of netting arrangements, including rights of set-off associated with the entity's recognised financial assets and recognised financial liabilities, on the entity's financial position. It is anticipated that there will not be any financial impact.

(b) Impact of new and revised Accounting Standards yet to be applied

The following applicable Standards have been issued by the AASB and are yet to be applied:

- AASB 9 Financial Instruments – This Standard supersedes AASB 139 Financial Instruments: recognition and Measurement, introducing a number of changes to accounting treatments. The Standard was reissued in December 2010. The Standard was issued in August 2011 and is available from 1 January 2017 for application by not-for-profit entities.
- AASB 2013-5 Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle [AASB 1, AASB 101, AASB 116, AASB 132 & AASB 134 and Interpretation 2] – This Standard makes amendments to the Australian Accounting Standards and Interpretations as a consequence of the annual improvements process. It is anticipated that there will not be any financial impact.
- AASB 2013-7 Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards [AASBs 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Interpretations 5, 9, 16 and 17] – This Standard replaces the existing definition and fair value guidance in other Australian Accounting Standards and Interpretations as the result of issuing AASB 13 in September 2013. It is not expected to have a financial impact.

1.6 Income from transactions

Income is recognised in the Statement of Comprehensive Income when an increase in future economic benefits related to an increase in an asset or a decrease of a liability has arisen that can be measured reliably.

(a) Appropriation Revenue

Appropriations, whether recurrent or capital, are recognised as revenues in the period in which Legislature-General gains control of the appropriated funds.

(b) Sales of goods and services

Amounts earned in exchange for the provision of goods are recognised when the significant risks and rewards of ownership have been transferred to the buyer. Revenue from the provision of services is recognised in proportion to the stage of completion of the transaction at the reporting date. The stage of completion is assessed by reference to surveys of work performed.

(c) Other Revenue

Revenues are recognised when they are controlled by Legislature-General.

1.7 Expenses from transactions

Expenses are recognised in the Statement of Comprehensive Income when a decrease in future economic benefits related to a decrease in an asset or an increase of a liability has arisen that can be measured reliably.

(a) Employee benefits

Employee benefits include, where applicable, entitlements to wages and salaries, annual leave, sick leave, long service leave, superannuation and any other post-employment benefits.

(b) Depreciation and amortisation

All applicable Non-financial assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of their service potential. Land, being an asset with an unlimited useful life, is not depreciated.

Depreciation is provided for on a straight line basis, using rates which are reviewed annually. Major depreciation periods are:

Land and heritage and cultural assets are not depreciated.

Buildings 100 years

Leasehold Improvements

- Offices at 10 Murray Street 5 years

Plant and equipment

- Computer Equipment 3 years
- Security Equipment 10 years
- Other plant and Equipment 10 years

Furniture and Fittings 5 years

(c) Grants and subsidies

Grant and subsidies expenditure is recognised to the extent that:

- the services required to be performed by the grantee have been performed; or
- the grant eligibility criteria have been satisfied.

A liability is recorded when Legislature-General has a binding agreement to make the grants but services have not been performed or criteria satisfied. Where grant monies are paid in advance of performance or eligibility, a prepayment is recognised.

1.8 Assets

Assets are recognised in the Statement of Financial Position when it is probable that the future economic benefits will flow to Legislature-General and the asset has a cost or value that can be measured reliably.

(a) Cash and deposits

Cash means notes, coins, any deposits held at call with a bank or financial institution, as well as funds held in the Special Deposits and Trust Fund. Deposits are recognised at amortised cost, being their face value.

(b) Receivables

Receivables are recognised at amortised cost, less any impairment losses. Due to the short settlement period, receivables are not discounted back to their present value.

(c) Inventories

Inventories held for distribution are valued at cost adjusted, when applicable, for any loss of service potential. Inventories acquired for no cost or nominal consideration are valued at current replacement cost.

Inventories are measured using the lower of cost or net realisable value, which ever is the lower using the first in first out method of valuation.

(d) Property, plant, equipment and infrastructure

(i) Valuation basis

Land, buildings, infrastructure, heritage and cultural assets are recorded at fair value less accumulated depreciation. All other Non-current physical assets, including work in progress, are recorded at historic cost less accumulated depreciation and accumulated impairment losses.

Cost includes expenditure that is directly attributable to the acquisition of the asset. The costs of self-constructed assets includes the cost of materials and direct labour, any other costs directly attributable to bringing the asset to a working condition for its intended use, and the costs of dismantling and removing the items and restoring the site on which they are located. Purchased software that is integral to the functionality of the related equipment is capitalised as part of that equipment.

When parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

(ii) Subsequent costs

The cost of replacing part of an item of property, plant and equipment is recognised in the carrying amount of the item if it is probable that the future economic benefits embodied within the part will flow to Legislature-General and its costs can be measured reliably. The carrying amount of the replaced part is derecognised. The costs of day-to-day servicing of property, plant and equipment are recognised in surplus or deficit as incurred.

(iii) Asset recognition threshold

The asset capitalisation threshold adopted by the Legislature-General is \$5,000. Assets valued at less than \$5,000 are charged to the Statement of Comprehensive Income in the year of purchase (other than where they form part of a group of similar items which are material in total).

(iv) Revaluations

Legislature-General's land and buildings are revalued on a 5 yearly basis. Land and buildings were revalued as at 30th June 2013 by the Office of The Valuer-General. The revaluation was based on fair value in accordance with AASB 116 Property, Plant & Equipment and AASB 13 Fair Value Measurement.

Legislature-General's heritage and cultural assets are revalued on a 5 yearly basis. Antique furniture was revalued as at 9 August 2010 and was independently conducted. The valuer. was Mr A F Colman. The revaluation was based on replacement value.

Artworks and artifacts were revalued as at August 2010 and were independently conducted. Artworks were valued by Mr W N Hurst (Director, Masterpiece Gallery) and the Mace in February 2009 by Mr P Thomson R.J. dip F.G.A.(London). Revaluations were based on replacement value.

Assets are grouped on the basis of having a similar nature or function in the operations of Legislature-General.

1.9 Liabilities

Liabilities are recognised in the Statement of Financial Position when it is probable that an outflow of resources embodying economic benefits will result from the settlement of a present obligation and the amount at which the settlement will take place can be measured reliably.

(a) Payables

Payables, including goods received and services incurred but not yet invoiced, are recognised when Legislature-General becomes obliged to make future payments as a result of a purchase of assets or services.

(b) Provisions

A provision arises if, as a result of a past event, Legislature-General has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a rate that reflects current market assessments of the time value of money and the risks specific to the liability. Any right to reimbursement relating to some or all of the provision is recognised as an asset when it is virtually certain that the reimbursement will be received.

(c) Employee benefits

Liabilities for wages and salaries and annual leave are recognised when an employee becomes entitled to receive a benefit. Those liabilities expected to be realised within 12 months are measured as the amount expected to be paid. Other employee entitlements are measured as the present value of the benefit at 30 June, where the impact of discounting is material, and at the amount expected to be paid if discounting is not material.

A liability for long service leave is recognised, and is measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date.

(d) Superannuation

No superannuation liability is recognised for the accruing superannuation benefits of Legislature-General employees. This liability is held centrally and recognised within the Finance General Division of the Department of Treasury and Finance.

During the reporting period, Legislature-General paid 12.5% of salary in respect of contributory members of the Retirement Benefits Fund to the Department of Treasury and Finance within the Special Deposits and Trust Fund. Legislature General paid the appropriate Superannuation Guarantee Charge into the nominated superannuation fund in respect of non-contributor members.

1.10 Leases

Legislature-General has entered into a number of operating lease agreements for property, plant and equipment, where the lessors effectively retain all the risks and benefits incidental to ownership of the items leased. Equal instalments of lease payments are charged to the Statement of Comprehensive Income over the lease term, as this is representative of the pattern of benefits to be derived from the leased property.

Legislature-General is prohibited by Treasurer's Instruction 502 *Leases* from holding finance leases.

1.11 Foreign Currency

Transactions denominated in a foreign currency are converted at the exchange rate at the date of the transaction. Foreign currency receivables and payables are translated at the exchange rates current as at balance date.

1.12 Comparative Figures

Where any amounts have been reclassified within the Financial Statements, the comparative statements have been restated.

1.13 Budget Information

Budget information refers to original estimates as disclosed in the 2012-13 Budget Papers and is not subject to audit.

1.14 Rounding

All amounts in the Financial Statements have been rounded to the nearest thousand dollars, unless otherwise stated. Where the result of expressing amounts to the nearest thousand dollars would result in an amount of zero, the financial statement will contain a note expressing the amount to the nearest whole dollar.

1.15 Legislature-General Taxation

Legislature-General is exempt from all forms of taxation except Fringe Benefits Tax, Payroll Tax and the Goods and Services Tax.

1.16 Goods and Services Tax

Revenue, expenses and assets are recognised net of the amount of Goods and Services Tax, except where the GST incurred is not recoverable from the Australian Taxation Office. Receivables and payables are stated inclusive of GST. The net amount recoverable, or payable, to the Australian Taxation Office is recognised as an asset or liability within the Statement of Financial Position.

In the Statement of Cash Flows, the GST component of cash flows arising from operating, investing or financing activities which is recoverable from, or payable to, the Australian Taxation Office is, in accordance with the Australian Accounting Standards, classified as operating cash flows.

1.17 Judgements and Assumptions

In the application of Australian Accounting Standards, Legislature-General is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

Judgements made by Legislature-General that have significant effects on the Financial Statements are disclosed in the relevant notes to the Financial Statements, such as:

- Note 1.8(d) Property, plant, equipment and infrastructure and;
- Note 1.9(c).Employee Benefits.

Legislature-General has made no assumptions concerning the future that may cause a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

NOTE 2 Events Occurring after Balance Date

There have been no events subsequent to balance date which would have a material effect on Legislature-General's financial statements as at 30 June 2014.

Note 3 Legislature-General Output Schedules**3.1 Output Group Information**

Budget information refers to original estimates and has not been subject to audit.

Output Group 1 – Parliamentary Reporting Service

	2014 Budget \$'000	2014 Actual \$'000	2013 Actual \$'000
Continuing operations			
Revenue and other income from transactions			
Revenue from appropriation	989	893	885
Total revenue and other income from transactions	989	893	885
Expenses from transactions			
Employee benefits	895	707	910
Supplies & consumables	49	31	57
Other expenses	48	0	10
Total expenses from transactions	992	738	977
Net operating result from continuing operations	(3)	155	(92)
Comprehensive result	(3)	155	(92)
Expense by output			
Production & printing of Parliamentary reports	992	738	977
Total	992	738	977
Net Assets		0	0
Total assets deployed for Parliamentary reporting service		(232)	(202)
Total liabilities incurred for Parliamentary reporting service		(232)	(202)
Net assets (liabilities) deployed for Parliamentary reporting service		(232)	(202)

Output Group 2 – Parliamentary Library Service

	2014	2014	2013
	Budget	Actual	Actual
	\$'000	\$'000	\$'000
Continuing operations			
Revenue and other income from transactions			
Revenue from appropriation	1,023	952	944
Total revenue and other income from transactions	1,023	952	944
Expenses from transactions			
Employee benefits	958	965	907
Supplies & consumables	14	60	53
Other expenses	53	0	11
Total expenses from transactions	1,025	1,025	971
Net operating result from continuing operations	(2)	(73)	(27)
Comprehensive result	(2)	(73)	(27)
Expense by output			
Parliamentary library service	1,025	1,025	971
Total	1,025	1,025	971
Net Assets			
Total assets deployed for Parliamentary library service		0	0
Total liabilities incurred for Parliamentary library service		(331)	(306)
Net assets (liabilities) deployed for Parliamentary library service		(331)	(306)

Output Group 3 – Parliamentary Printing & Systems

	2014	2014	2013
	Budget	Actual	Actual
	\$'000	\$'000	\$'000
Continuing operations			
Revenue and other income from transactions			
Revenue from appropriation	1,201	1,071	1,061
Other revenue	0	171	160
Total revenue and other income from transactions	1,201	1,242	1,221
Expenses from transactions			
Employee benefits	358	420	399
Supplies & consumables	563	761	787
Depreciation	0	59	47
Other expenses	280	0	5
Total expenses from transactions	1,201	1,240	1,238
Net operating result from continuing operations	0	2	(17)
Comprehensive result	0	2	(17)
Expense by output			
Parliamentary printing	450	300	295
Parliamentary systems	751	940	943
Total	1,201	1,240	1,238
Net Assets			
Total assets deployed for Parliamentary printing & systems		57	86
Total liabilities incurred for Parliamentary printing & systems		(98)	(64)
Net assets (liabilities) deployed for Parliamentary printing & systems		(41)	22

Output Group 4 – Joint Services

	2014	2014	2013
	Budget	Actual	Actual
	\$'000	\$'000	\$'000
Continuing operations			
Revenue and other income from transactions			
Revenue from appropriation	2,563	3,036	3,007
Sales of goods and services	172	316	369
Other revenue		0	0
Total revenue and other income from transactions	2,735	3,352	3,376
Expenses from transactions			
Employee benefits	999	1,291	1,176
Grant & transfer payments	59	53	51
Supplies & consumables	1,381	1,840	1,729
Cost of goods sold	0	230	242
Depreciation	588	599	579
Other expenses	251	44	39
Total expenses from transactions	3,278	4,057	3,816
Net operating result from continuing operations	(543)	(705)	(440)
Comprehensive result	(543)	(705)	(440)
Expense by output			
Buildings & operations management	2,028	2,463	2,334
Joint management services	291	405	314
Services to members	850	976	960
Corporate services for Parliamentary agencies	109	213	208
Total	3,278	4,057	3,816
Net Assets			
Total assets deployed for Joint Services		36,827	36,929
Total liabilities incurred for Joint Services		(474)	(558)
Net assets (liabilities) deployed for Joint Services		36,353	36,371

3.2 Reconciliation of Total Output Groups Comprehensive Result to Statement of Comprehensive Income

	2014	2014	2013
	Budget	Actual	Actual
	\$'000	\$'000	\$'000
Net result from transactions (net operating balance)	(548)	(621)	(576)
Reconciliation to comprehensive result			
Expenditure from appropriation revenue (capital) transferred to assets	0	0	7,012
Comprehensive result	(548)	(621)	6,436

3.3 Reconciliation of Total Output Groups Net Assets to Statement of Financial Position

	2014	2013
	Actual	Actual
	\$'000	\$'000
Total net assets deployed for Output Groups	35,749	35,885
Reconciliation to net assets		
Assets unallocated to Output Groups	218	223
Liabilities unallocated to Output Groups	(16)	(15)
Net assets	35,472	36,093

Note 4 Explanations of Material Variances between Budget and Actual Outcomes

The following are brief explanations of material variances between Budget estimates and actual outcomes.

Variances are considered material where the variance exceeds 10 per cent of Budget estimate.

4.1 Statement of Comprehensive Income

	Note	Budget \$'000	Actual \$'000	Variance \$'000	Variance %
Sales of goods and services	(a)	172	316	144	83.7%
Depreciation and amortisation	(b)	588	658	(70)	(11.9%)
Other Revenue	(c)	0	171	171	NA
Cost of goods sold	(d)	0	230	(230)	NA

Notes to Statement of Comprehensive Income variances

(a) Sales of goods and services needs to be netted off against cost of goods sold. The net result for this line item is (86) and reflects a decrease in the sitting days this financial year.

(b) Depreciation and amortisation are higher than budget due to the revaluation of land and buildings.

(c) Other revenue includes payroll subsidies and miscellaneous cost recoveries. Proceeds from these sources are recognised as revenues as they are controlled by Legislature-General. They are not a regular source of income and are not included as a budget item.

(d) Cost of goods sold needs to be netted off against sales of goods and services. The net result for this line item is (86) and reflects a decrease in the sitting days this financial year.

4.2 Statement of Financial Position

	Note	Budget \$'000	Actual \$'000	Variance \$'000	Variance %
Cash and deposits	(a)	61	93	32	52.5%
Receivables	(b)	94	76	(18)	(19.1%)
Property, plant and equipment	(c)	29,467	36,356	6,889	23.4%
Other assets	(d)	16	59	43	268.8%
Other liabilities	(e)	36	16	20	55.6%

Notes to Statement of Financial Position variances

(a) Cash and deposits are higher than budget due to other variances in the Statement of Comprehensive Income and Statement of Financial Position. Please refer to Statement of Cash Flows for further information.

(b) Receivables have decreased due to lower activity in accounts receivable because of fewer sitting days this financial year.

(c) Property, plant and equipment is higher due to a revaluation of land and buildings.

(d) Other assets have increase mainly due to an increase in prepaid expenses.

(e) Other liabilities are higher than budget relate to employee oncosts. Previously this budget item included an amount for accrued payroll tax. Legislature-General is now exempt from payroll tax so this line item has decreased accordingly.

4.3 Statement of Cash Flows

	Note	Budget \$'000	Actual \$'000	Variance \$'000	Variance %
Sales of goods and services	(a)	172	311	139	80.6%
Other cash receipts	(b)	0	171	171	NA
Other cash payments	(c)	(105)	(614)	(509)	484.4%

Notes to Statement of Cash Flows variances

(a) Increases in sales of goods and services reflects a higher level of activity in the Parliament dining room than estimated.

(b) Other cash receipts includes payroll subsidies and miscellaneous cost recoveries. Proceeds from these sources are recognised as revenues as they are controlled by Legislature-General. They are not a regular source of income and are not included as a budget item.

(c) Other cash payments are higher than budget due to a decrease in accounts payable at the end of the financial year. The budget estimate was also overly optimistic.

Note 5 Income from transactions**5.1 Revenue from Government**

Revenue from Government includes revenue from appropriations and appropriations carried forward under section 8A(2) of the Public Account Act 1986.

The Budget information is based on original estimates and has not been subject to audit.

	2014 Budget \$'000	2014 Actual \$'000	2013 Actual \$'000
<i>Continuing operations</i>			
Appropriation revenue - recurrent	5,776	5,952	5,897
Total	5,776	5,952	5,897
Total revenue from Government	5,776	5,952	5,897

Section 8A(2) of the Public Account Act allows for an unexpended balance of an appropriation to be transferred to an Account in the Special Deposits and Trust Fund for such purposes and conditions as approved by the Treasurer. In the initial year, the carry forward is recognised as a liability, Revenue Received in Advance. The carry forward from the initial year is recognised as revenue in the reporting year, assuming that the conditions of the carry forward are met and the funds are expended. For the 2014 and 2013 financial there were no Section 8A(2) carry forward amount.

5.2 Sales of goods and services

	2014 \$'000	2013 \$'000
Sales of goods by Parliamentary dining room	316	369
Total	316	369

5.3 Other revenue

	2014 \$'000	2013 \$'000
Miscellaneous cost recoveries	171	160
Total	171	160

Other revenues include payroll subsidies and miscellaneous cost recoveries. Proceeds from these sources are recognised as revenues as they are controlled by Legislature-General. They are not required to be paid into the Consolidated Fund.

Note 6 Expenses from transactions**6.1 Employee benefits**

	2014	2013
	\$'000	\$'000
Wages and salaries	2,729	2,758
Annual leave	170	166
Long service leave	88	55
Superannuation	294	312
Other employee expenses	101	102
Total	3,382	3,393

Superannuation expenses relating to defined benefits schemes relate to payments into the Superannuation Provision Account held centrally and recognised within the Finance General Division of the Department of Treasury and Finance. The amount of the payment is based on an employer contribution rate determined by the Treasurer, on the advice of the State Actuary. The current employer contribution is 12.75 per cent of salary.

Superannuation expenses relating to defined contribution schemes are paid directly to nominated superannuation funds at a rate of nine per cent of salary. In addition Legislature-General is also required to pay an additional payment equivalent to 3.5% of salary in respect of employees who are members of contribution schemes to The Department of Treasury and Finance.

6.2 Depreciation**(a) Depreciation**

	2014	2013
	\$'000	\$'000
Buildings	305	253
Leasehold improvements	21	25
Plant & equipment		
- Computer equipment	59	47
- Security equipment	8	23
- Other Plant & equipment	246	246
Furniture & fittings	19	32
Total	658	626

6.3 Supplies and consumables

	2014	2013
	\$'000	\$'000
Accommodation related expense	1,099	1,062
Rental paid to government	372	371
Communications	364	401
Audit fees - financial audit	21	20
Audit fees - internal audit	9	0
Equipment maintenance & replacements	206	200
Printing & supplies	357	319
Other supplies and consumables	265	250
Total	2,693	2,623

6.4 Grants and subsidies

	2014	2013
	\$'000	\$'000
Commonwealth Parliamentary Association - London Subsidy	14	12
Commonwealth Parliamentary Association - Tasmania Branch Subsidy	39	39
Total	53	51

6.5 Other expenses

	2014	2013
	\$'000	\$'000
Payroll tax	0	32
Workers compensation insurance	44	35
Total	44	67

6.6 Supplies, Consumables & Other Expenses compared to sitting days & FTE

	2014	2013
	\$'000	\$'000
Supplies, Consumables & Other Expenses	2,737	2,690
Sitting Days	47 days	67 days
Cost per Sitting Day	58	40
Full Time Effective Staff	38 FTE	40 FTE
Cost per Full Time Effective Staff	72	67

6.7 Total Expenses compared to sitting days & FTE

	2014	2013
	\$'000	\$'000
Total Expenses	7,060	7,002
Sitting Days	47 days	67 days
Cost per Sitting Day	150	105
Full Time Effective Staff	38 FTE	40 FTE
Cost per Full Time Effective Staff	186	175

Note 7 Assets**7.1 Receivables**

	2014	2013
	\$'000	\$'000
Receivables	29	59
Less: Provision for impairment	(1)	(1)
Total	28	58
Other receivables	48	33
Total	76	91
Settled within 12 months	76	91
Settled in more than 12 months	0	0
Total	76	91

Settlement is usually made within 30 days.

7.2 Inventories

	2014	2013
	\$'000	\$'000
Stock on hand - Dining Room	31	25
Stock on hand - Bistro	5	7
Total	36	32
Utilised within 12 months	36	32
Utilised in more than 12 months	0	0
Total	36	32

7.3 Property, plant & equipment

(a) carrying amount

	2014	2013
	\$'000	\$'000
Land		
At fair value (30 June 2014) *	4,500	4,500
Total	<u>4,500</u>	<u>4,500</u>
Buildings		
At fair value (30 June 2014) **	30,500	30,500
Less: Accumulated depreciation	(305)	0
Total	<u>30,195</u>	<u>30,500</u>
Leasehold improvements		
At cost	127	127
Less: Accumulated amortisation	(127)	(106)
Total	<u>0</u>	<u>21</u>
Plant and equipment		
At cost	3,828	3,798
Less: Accumulated depreciation	(2,675)	(2,362)
Total	<u>1,153</u>	<u>1,436</u>
Furniture and fittings		
At cost	208	208
Less: Accumulated depreciation	(208)	(190)
Total	<u>0</u>	<u>18</u>
Heritage and cultural assets		
Antique Furniture at cost	11	11
Antique Furniture at fair value (9 August 2010) ***	280	280
Artworks and Artifacts at fair value (9 August 2010) ****	217	217
Total	<u>508</u>	<u>508</u>
Total property, plant and equipment	<u><u>36,356</u></u>	<u><u>36,983</u></u>

* An independent valuation of land was conducted by the Office of the Valuer-General on 30 June 2013. The revaluation was undertaken in accordance with relevant Valuation and Accounting Standards and is based on fair value. The Office of the Valuer General has indicated there is no material change to this valuation and as such an indexation factor of 1.0 should be applied to that valuation at 30 June 2014. This results in a zero change to the value of buildings for 30 June 2014.

** An independent valuation of buildings was conducted by the Office of the Valuer-General on 30 June 2013 based on fair value depreciated replacement cost. The Office of the Valuer General has indicated there is no material change to this valuation and as such an indexation factor of 1.0 should be applied to that valuation at 30 June 2014. This results in a zero change to the value of buildings for 30 June 2014.

*** The latest revaluations as at 9 August 2010 were independently conducted. The valuer was Mr A F Colman. The revaluation was based on replacement value.

**** The latest revaluations as at August 2010 were independently conducted. Artworks were valued in August 2010 by Mr W N Hurst (Director, Masterpiece Gallery) and the Mace in February 2009 by Mr P Thomson R.J. dip F.G.A.(London). Revaluations were based on replacement value.

(b) reconciliation of movements (including fair value levels)

Reconciliations of the carrying amounts of each class of property, plant and equipment at the beginning and end of the current and previous financial year are set out below. Carrying value means the net amount after deducting accumulated depreciation.

2014

	Land Level 2 \$'000	Buildings Level 3 \$'000	Leasehold improve-ments \$'000	Plant and equipment \$'000	Furniture and fittings \$'000	Heritage and cultural assets Level 3 \$'000	Total \$'000
Carrying value at 1 July	4,500	30,500	21	1,436	18	508	36,983
Additions	0	0	0	30	0	0	30
<i>Gains/losses recognised in operating result</i>							
Revaluation increments (decrements)	0	0	0	0	0	0	0
Depreciation and amortisation	0	(305)	(21)	(313)	(18)	0	(657)
Carrying value at 30 June	4,500	30,195	0	1,153	0	508	36,356

2013

	Land \$'000	Buildings \$'000	Leasehold improve-ments \$'000	Plant and equipment \$'000	Furniture and fittings \$'000	Heritage and cultural assets \$'000	Total \$'000
Carrying value at 1 July	3,700	24,541	46	1,698	50	508	30,543
Additions	0	0	0	53	0	0	53
<i>Gains/losses recognised in operating result</i>							
Revaluation increments (decrements)	800	6,212	0	0	0	0	7,012
Depreciation and amortisation	0	(253)	(25)	(315)	(32)	0	(625)
Carrying value at 30 June	4,500	30,500	21	1,436	18	508	36,983

(c) Level 3 significant valuation inputs and relationship to fair value

Description	Fair value at 30 June \$'000	Significant unobservable inputs used in valuation	Possible alternative values for level 3 inputs	Sensitivity of fair value to changes in level 3 inputs
Buildings	30,195	(a) Construction costs (b) Economic conditions (c) Remaining useful life	Note 1	Building activity has been subdued during 2013-14. Construction costs during this time indicate a nil increase. Despite low interest rates demand for property remained weak due to a poor economic environment and apparent lack of investor confidence. As a result it is unlikely that significant variations in values will arise in the short term.
Heritage and cultural assets	508	(a) Rarity of asset (b) Age of asset (c) Condition of asset	Note 2	Not applicable.

Note 1: When valuing these assets, their existing use and unlikely alternative uses, are taken into account by valuers. As a result, it is most unlikely that alternative values will arise unless there are more changes in known inputs.

Note 2: Valuing Heritage and Cultural assets is an inexact science and it is not likely that alternative values or applying other inputs would result in a materially different value.

(d) Assets where current use is not the highest and best use

Legislature-General holds land and buildings that is used specifically for the Tasmanian Parliament. Unless there is an explicit Government policy to the contrary, the highest and best use of an asset is the purpose for which that asset is currently being used. Legislature-General considers that the highest and best use for that asset is for the Tasmanian Parliament.

7.4 Other assets**(a) Carrying amount**

	2014	2013
	\$'000	\$'000
Other current assets		
Prepayments	59	14
Total	59	14
Utilised within 12 months	59	14
Utilised in more than 12 months	0	0
Total	59	14

Note 8 Liabilities**8.1 Payables**

	2014	2013
	\$'000	\$'000
Creditors	91	187
Accrued expenses	108	90
Total	199	277
Settled within 12 months	199	277
Settled in more than 12 months	0	0
Total	199	277

Settlement is usually made within 30 days.

8.2 Employee benefits

	2014	2013
	\$'000	\$'000
Accrued salaries	103	87
Annual leave	274	252
Long service leave	470	436
Superannuation	86	78
Total	933	853
Settled within 12 months	396	457
Settled in more than 12 months	537	396
Total	933	853

8.3 Other liabilities

	2014	2013
	\$'000	\$'000
Other Liabilities		
Employee Benefits - On-Costs	16	15
Total	16	15
Settled within 12 months	10	12
Settled in more than 12 months	6	3
Total	16	15

Note 9 Commitments and Contingencies**9.1 Schedule of Commitments**

	2014	2013
	\$'000	\$'000
By type		
<i>Lease Commitments</i>		
Operating leases - Photocopiers	19	28
Property leases	447	274
Total lease commitments	466	302
By Maturity		
<i>Operating lease commitments</i>		
One year or less	165	105
From one to five years	298	180
More than five years	3	17
Total operating lease commitments	466	302

9.2 Commitments

Legislature-General has no other commitments.

Note 10 Reserves**10.1 Reserves**

	2014	2013
	\$'000	\$'000
Asset revaluation reserve		
Balance at the beginning of financial year	26,717	19,705
Revaluation increments/(decrements)	0	7,012
Balance at end of financial year	26,717	26,717

(a) Nature and purpose of reserves

Asset Revaluation Reserve

The Asset Revaluation Reserve is used to record increments and decrements on the revaluation of Non-financial assets, as described in Note 1.8(d).

Note 11 Cash Flow Reconciliation**11.1 Cash and deposits**

Cash and deposits includes the balance of the Special Deposits and Trust Fund Accounts held by Legislature-General, and other cash held.

	2014	2013
	\$'000	\$'000
Special Deposits and Trust Fund balance		
Legislature-General operating account	92	117
Total	92	117
Other cash held		
Cash on hand	1	1
Total	1	1
Total cash and deposits	93	118

11.2 Reconciliation of Net Result to Net Cash from Operating Activities

	2014	2013
	\$'000	\$'000
Net result	(621)	(576)
Depreciation and amortisation	658	626
Decrease (increase) in Receivables	15	3
Decrease (increase) in Prepayments	(45)	2
Decrease (increase) in Inventories	(4)	(6)
Increase (decrease) in Employee entitlements	79	2
Increase (decrease) in Payables	(78)	80
Increase (decrease) in Other liabilities	1	(21)
Net cash from (used by) operating activities	5	110

Note 12 Financial Instruments

12.1 Risk exposures

(a) Risk management policies

Legislature-General has exposure to the following risks from its use of financial instruments:

- * credit risk;
- * liquidity risk; and
- * market risk.

The Clerks have overall responsibility for the establishment and oversight of Legislature-General's risk management framework. Risk management policies are established to identify and analyse risks faced by Legislature-General to set appropriate risk limits and controls, and to monitor risks and adherence to limits.

(b) Credit risk exposures

Credit risk is the risk of financial loss to Legislative-General if a customer or counterparty to a financial instrument fails to meet its contractual obligations.

Except as detailed in the following table, the carrying amount of financial assets recorded in the Financial Statements, net of any allowances for losses, represents Legislature-General's maximum exposure to credit risk without taking into account of any collateral or other security.

The following tables analyse financial assets that are past due but not impaired:

Analysis of financial assets that are past due at 30 June 2014 but not impaired

	Past due 31 to 60 days \$'000	Past due over 60 days \$'000	Total \$'000
Receivables	2	2	4

Analysis of financial assets that are past due at 30 June 2013 but not impaired

	Past due 31 to 60 days \$'000	Past due over 60 days \$'000	Total \$'000
Receivables	3	14	17

(c) Liquidity risk

Liquidity risk is the risk that Legislature-General will not be able to meet its financial obligations as they fall due.

Legislature-General's approach to managing liquidity is to ensure that it will always have sufficient liquidity to meet its liabilities when they fall due.

The following tables detail the undiscounted cash flows payable by Legislature-General by remaining contractual maturity for its financial liabilities. It should be noted that as these are undiscounted, totals may not reconcile to the carrying amounts presented in the Statement of Financial Position:

	Maturity analysis for financial liabilities		
	1 Year	Undiscounted Total	Carrying Amount
	\$'000	\$'000	\$'000
Financial liabilities			
Payables	199	199	199
Other liabilities	16	16	16
Total	215	215	215

	Maturity analysis for financial liabilities		
	1 Year	Undiscounted Total	Carrying Amount
	\$'000	\$'000	\$'000
Financial liabilities			
Payables	277	277	277
Other liabilities	15	15	15
Total	292	292	292

(d) Market risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. Legislature-General is not exposed to interest rate risk.

12.2 Categories of Financial Assets and Liabilities

	2014	2013
	\$'000	\$'000
Financial assets		
Cash and cash equivalents	93	118
Receivables	76	91
Total	169	209
Financial liabilities		
Payables	199	277
Other liabilities	16	15
Total	215	292

There has been no change, during the period and cumulatively, in the fair value of any receivables or financial liabilities that is attributable to changes in the credit risk of that asset or liability.

12.3 Net Fair Values of Financial Assets and Liabilities

Legislature-General does not have any financial assets or financial liabilities carried at fair value.