

**PORTFOLIO ADDITIONAL
ESTIMATES STATEMENTS
2003-04**

**PRIME MINISTER AND CABINET
PORTFOLIO**

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The Hon Gary Hardgrave MP
Minister for Citizenship and Multicultural Affairs
Minister Assisting the Prime Minister

President of the Senate
Australian Senate
Parliament House
CANBERRA ACT 2600

Speaker
House of Representatives
Parliament House
CANBERRA ACT 2600

Dear Mr President
Dear Mr Speaker

I hereby submit Portfolio Additional Estimates Statements in support of the 2003-04 Additional Estimates for the Prime Minister and Cabinet Portfolio.

These statements have been developed, and are submitted to the Parliament, as a statement on the funding requirements being sought for the portfolio.

I present these statements by virtue of my ministerial responsibility for accountability to the Parliament and, through it, the public.

Yours sincerely

A handwritten signature in blue ink that reads "Gary Hardgrave".

Gary Hardgrave

27 February 2004

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PART A

USER GUIDE

Part A: User Guide

INTRODUCTION

The purpose of the Portfolio Additional Estimates Statements (PAES), like that of the Portfolio Budget Statements, is to inform Senators and Members of Parliament of the proposed allocation of resources to Government outcomes by agencies within the portfolio. They also facilitate understanding of the proposed appropriations in Appropriation Bills (Nos. 3 and 4) 2003-04.

STRUCTURE OF THE PORTFOLIO ADDITIONAL ESTIMATES STATEMENTS

The PAES are presented in three parts with subsections.

Part A: User guide

Provides an introduction explaining the purpose of the PAES as well as information in relation to the styles and conventions used.

Part B: Portfolio overview

Provides an overview of the portfolio. The structure of the portfolio outcomes is depicted in a chart that outlines the structure of the outcomes to which the portfolio contributes.

Part C: Agency additional estimates statements

For each agency within the portfolio that has an impact on Additional Estimates a statement is presented under the name of the agency.

Section 1: Agency overview, additional estimates and variations to outcomes

This section details the link between the resources appropriated and savings and their application to the outputs, which contribute to the achievement of outcomes and the impact of any post-Budget measures. This section also reports changes to revenue from independent sources; changes to estimates of expenses from Special Appropriations; and changes to estimated Special Account flows.

Section 2: Revisions to outcomes and outputs

This section details changes to planned Government outcomes, and the contributing administered items and agency outputs.

Section 3: Budgeted financial statements

This section contains the four budgeted financial statements in accrual format covering budget year, previous year and the three outyears for each agency. Glossaries are provided at the end of the document.

STYLES AND CONVENTIONS USED

- (a) The following notations may be used:
- | | |
|---------|---|
| NEC/nec | not elsewhere classified |
| AEST | Australian Eastern Standard Time |
| - | nil |
| .. | not zero, but rounded to zero |
| na | not applicable (unless otherwise specified) |
| nfp | not for publication |
| \$m | \$ million |
- (b) Figures in tables and in the text may be rounded. Discrepancies in tables between totals and sums of components are due to rounding.

ENQUIRIES

Should you have any enquiries regarding this publication please contact Ms Marina Belmonte, Senior Adviser, Financial Management and Contracts in the Department of the Prime Minister and Cabinet on (02) 6271 5407. A copy of this document can be located on the Budget website at: <http://www.budget.gov.au>

PART B
PORTFOLIO OVERVIEW

Part B: Portfolio Overview

PORTFOLIO OVERVIEW

There have been no significant changes to the role/mission or structure of the portfolio since the 2003-04 Budget.

The department and the six agencies comprising the Prime Minister and Cabinet portfolio produce a range of outputs directed at achieving well coordinated, efficient and accountable public administration, supported by a values based Australian Public Service.

STRUCTURE OF OUTCOMES FOR THE PORTFOLIO

The **Department of the Prime Minister and Cabinet** produces four groups of outputs directed at achieving sound and well coordinated government policies, programmes and decision making processes:

- The provision of economic, social and international policy advice to the Prime Minister and other ministers in the portfolio, and the coordination of relevant portfolios and other stakeholders involved in the policy advising process (primarily output groups 1-3).
- The provision of a range of support services for government operations (output group 4), including the provision of secretariat services to Cabinet and its committees and to the Executive Council, monitoring the implementation of Cabinet decisions, developing and coordinating the government's legislative programme, providing policy advice on coordination and promotion of national awards and symbols, coordination of government communications and advertising and arranging and coordinating government hospitality and official ceremonial occasions.

The Australian National Audit Office (ANAO) produces three outputs directed at a more efficient Australian Commonwealth public sector, implementing better practices in public administration and providing an independent assurance of public sector financial reporting, administration, control and accountability. The ANAO's outputs are performance audit, information support and assurance audit services.

The Australian Public Service Commission produces five groups of outputs directed at fostering a confident, high quality, values based and sustainable Australian Public Service (APS). The Commission's outputs groups are APS policy and employment services; leadership, learning and development services; organisational performance, promotion and support; evaluation; and merit protection and other reviews.

The Office of National Assessments produces two outputs directed at assisting informed decision-making by government through anticipating and analysing

international change and the implications for Australia; and ensuring a coordinated national intelligence effort.

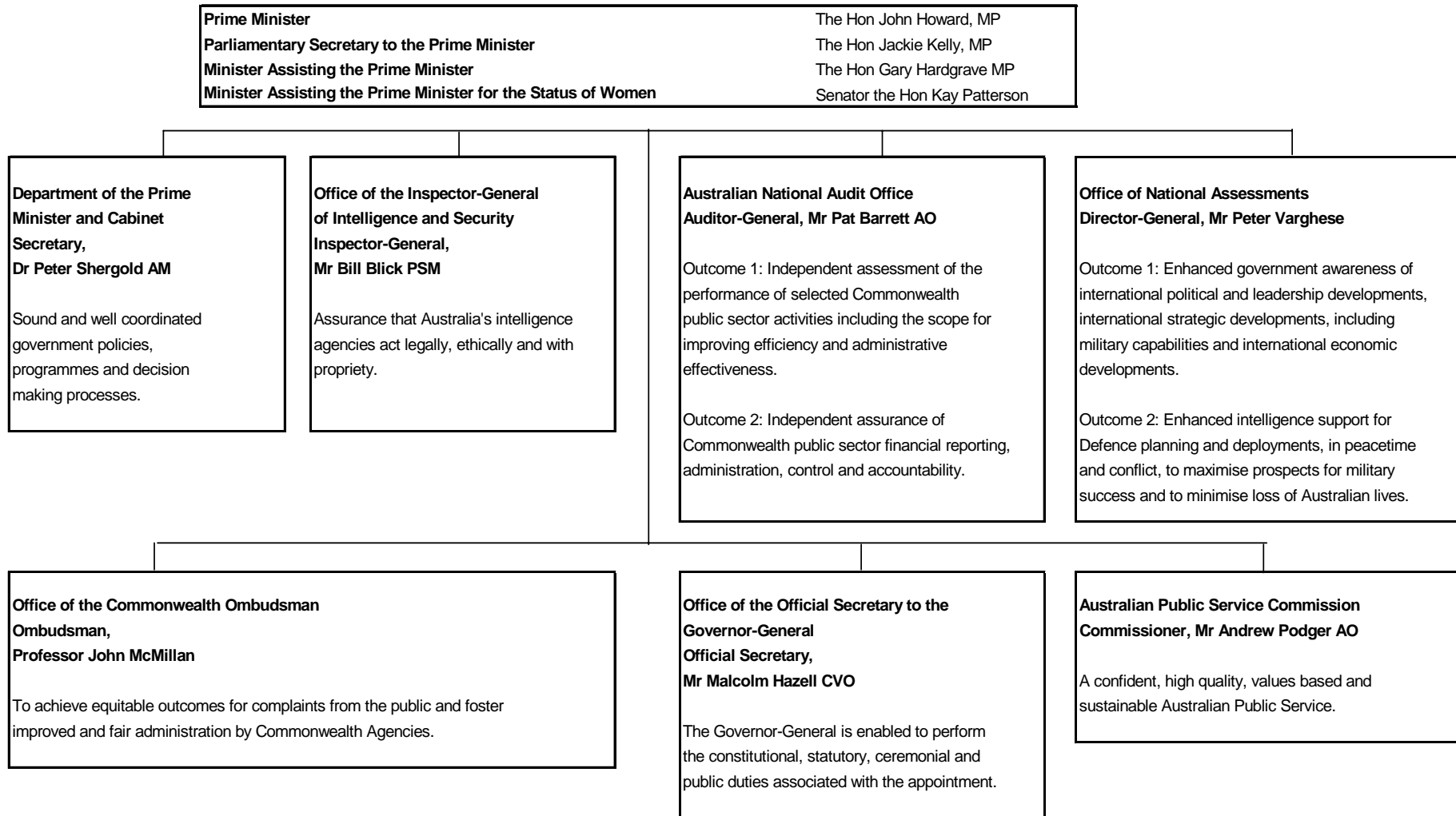
The Office of the Commonwealth Ombudsman essentially provides a complaint management service for government producing two outputs directed at achieving equitable outcomes for any person who believes they have been adversely affected by the defective administration of Commonwealth departments and agencies; and promoting improved and fairer public administration.

The Office of the Inspector-General of Intelligence and Security produces two outputs directed at providing assurance that Australia's intelligence agencies act legally, ethically and with propriety by inspecting and reporting on the activities of the intelligence and security agencies and through conducting inquiries and providing a complaint resolution service.

The Office of the Official Secretary to the Governor-General produces two outputs directed at enabling the Governor-General to perform the constitutional, statutory, ceremonial and public duties associated with his appointment. These outputs include administrative, property management and hospitality support to the Governor-General; and administration of the Australian honours and awards.

A diagrammatic representation of the portfolio outcomes structure is provided on the following page.

**Map 1: Structure of outcomes for the
Prime Minister and Cabinet Portfolio**



ADDITIONAL ESTIMATES AND VARIATIONS — PORTFOLIO LEVEL

The Government will provide additional funding to portfolio agencies through the Additional Estimates (AE) process as follows:

- The Department of the Prime Minister and Cabinet:
 - to provide support to the bush fire inquiry, national water task initiative and public discussions on options for resolving constitutional deadlocks, for improved research and information dissemination capabilities, and for increased national security efforts; and
 - for combating the trafficking of persons (a cross-portfolio measure).
- The Australian Public Service Commission to promote indigenous employment in the Australian Public Service (APS) and to implement an integrated leadership strategy that promotes the capabilities and skills needed in the APS.
- The Office of the Official Secretary to the Governor-General for the awarding of medals to recognise the services of those that assisted with the Bali disaster and to provide additional support for the Governor-General.
- The Office of the Commonwealth Ombudsman to fulfil the new role of Postal Industry Ombudsman.

The department and all the portfolio agencies:

additional funding to meet the Budget estimates enhanced quality and timeliness requirements resulting from the Budget Estimates and Framework Review (BEFR); and

supplementation to offset increases in their 2003-04 Comcover insurance premiums.

The Government has also agreed to the rephrasing of part of the women's programmes.

The department is also receiving additional funding from the Attorney-General's department following the Government's decision to transfer responsibility for supporting the National Counter Terrorism Committee (NCTC).

PORTFOLIO RESOURCES

