

## Section 1 Departmental overview and resources

The Department of the Senate is the secretariat to the Australian Senate. All of its functions derive from this purpose and its work is substantially driven by the requirements of the Senate and senators. The department facilitates meetings of the Senate and its committees. It succeeds when the Senate and its committees meet in accordance with their decisions, and when senators and others receive the advice and support they need to participate in those meetings.

The department's outcome is delivered under a single program, comprising services and activities in the following areas:

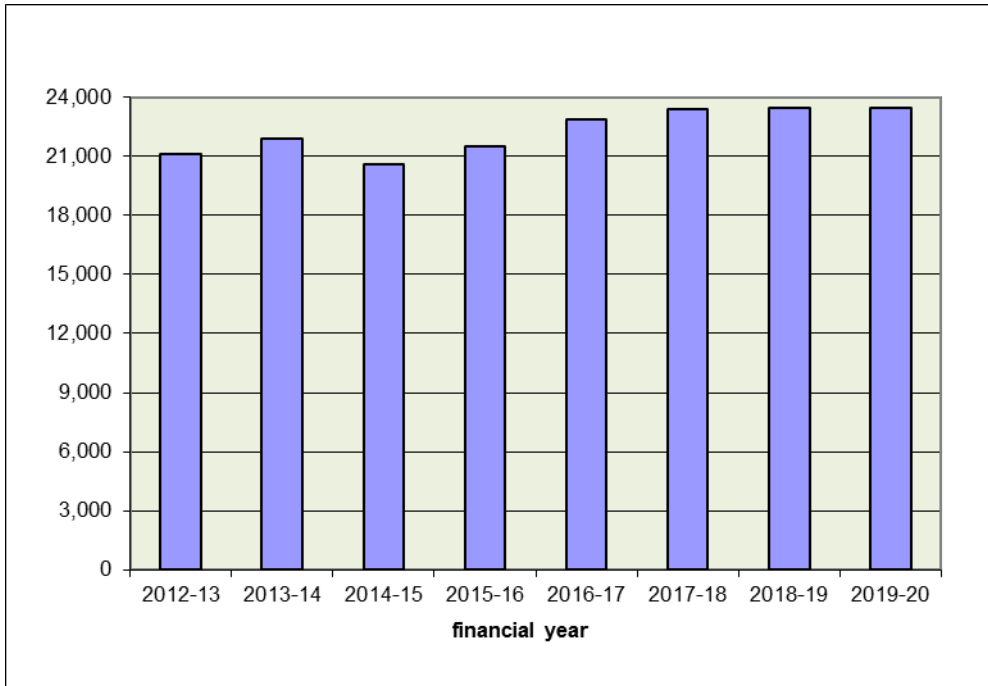
- Advice about Senate and committee proceedings
- Secretariat support for the Senate
- Secretariat support for committees
- Administrative advice and support for senators
- Public information and parliamentary education
- Capability, governance and accountability.

The department is one of the four parliamentary departments supporting the Australian Parliament. It is responsible to the Senate through the President of the Senate. Its administrative head is the Clerk of the Senate.

The total available appropriation for the department specified in Appropriation (Parliamentary Departments) Bill (No. 1) 2019-2020 is \$23.9m, comprising a departmental appropriation of \$23.5m (\$23.5m in 2018-19) and capital funding of \$0.4m (\$0.8m in 2018-19). Figure 1 shows the trend in departmental appropriations in recent years.

The department has third party access to special appropriations to drawdown funds for the payment of senators' salaries and certain allowances, superannuation, and some postage and freight expenses. The resourcing of these special appropriations is detailed in the statements prepared by the Department of Finance.

**Figure 1: Trends in departmental appropriation (\$'000)**



## 1.1 RESOURCE STATEMENT

Table 1.1 shows the total funding from all sources available to the department for its operations and to deliver its programs and services.

The table summarises how resources will be applied by outcome.

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

**Table 1.1: Department of the Senate resource statement — Budget estimates for 2019-20 as at Budget April 2019**

	2018-19 Estimated actual \$'000	2019-20 Estimate \$'000
<b>Departmental</b>		
Annual appropriations (a)		
Prior year appropriations available	11,328	11,328
Departmental appropriation	23,463	23,452
s 74 External revenue (b)	450	450
Departmental capital budget (c)	775	401
Total departmental annual appropriations	36,016	35,631
<b>Total departmental resourcing</b>	36,016	35,631
<b>Total resourcing for Department of the Senate</b>	<b>36,016</b>	<b>35,631</b>
	2018-19	2019-20
<b>Average staffing level (number)</b>	157	157

Please note: All figures shown above are GST exclusive – these may not match figures in the cash flow statement.

(a) Appropriation (Parliamentary Departments) Bill (No.1).

(b) Estimated external revenue receipts under section 74 of the PGPA Act.

(c) Please refer to Table 3.5 for further details. For accounting purposes, this amount has been designated as a 'contribution by owner'.

**Table 1.1: Department of the Senate resource statement — Budget estimates for 2019-20 as at Budget April 2019 (cont.)**

**Third party payments from and on behalf of other entities**

	2018-19 Estimated actual \$'000	2019-20 Estimate \$'000
Payments made on behalf of another entity (as disclosed in the respective entity's resource statement)		
Department of Finance		
<i>Parliamentary Business Resources Act 2017 (s.59)</i>	21,268	21,250
<i>Parliamentary Superannuation Act 2004 (s.18)</i>	2,553	2,655
Commonwealth of Australia		
<i>Constitution Act 1901 (s.66)</i>	1,539	1,550
	25,360	25,455