

ADMINISTRATIVE APPEALS TRIBUNAL

Section 1: Overview, appropriations and budget measures summary

OVERVIEW

The role of the Administrative Appeals Tribunal is to provide independent review on the merits of a wide range of administrative decisions of the Commonwealth so as to ensure the correct or preferable decision is made.

As the establishment of the Administrative Review Tribunal is not proceeding at this time, ongoing funding has been restored to the Tribunal for 2003–04 and the out years.

Additional funding of \$0.102m in 2002–03 has been transferred to the Administrative Appeals Tribunal from the Attorney-General's Department as part of the review of the Tribunal's library services in Hobart. An ongoing amount of \$0.013m has been returned to the Tribunal's budget from 2003–04 as part of this review.

Funding of \$0.084m in 2002–03 has been transferred to the Federal Court as part of the review of the Tribunal's space requirements in Hobart.

APPROPRIATIONS AND RESOURCING

Total appropriations for the Administrative Appeals Tribunal in the 2003–04 Budget are \$27.115m. Table 1.1 shows appropriations (2003–04) and other revenue by outcome.

ADMINISTERED CAPITAL AND DEPARTMENTAL EQUITY INJECTIONS AND LOANS

The Administrative Appeals Tribunal does not have an appropriation for an equity injection or loan or an appropriation for administered capital.

ADMINISTRATIVE APPEALS TRIBUNAL — APPROPRIATIONS 2003-04

Table 1.1: Appropriations and other revenue ('000)

Outcome	Departmental (price of outputs)					Administered				
	Revenue from Government (Appropriations)			Revenue from other sources	Price of outputs	Annual Appropriations		Special Appropriations	Total Administered Appropriations	Total Appropriations
	Bill No. 1 (A)	Special approps (B)	Total (C = A+B)	(D)	(E = C+D)	Bill No. 1 (F)	Bill No. 2 (SPPs & NAOs) (G)	(H)	(I = F+G+H)	(J=C+I)
To provide aggrieved persons and agencies with timely, fair and independent merits review of administrative decisions over which the Tribunal has jurisdiction	27,115	-	27,115 96%	951	28,066 99.4%	-	-	-	-	27,115
Total	27,115	-	27,115	951	28,066	-	-	-	-	27,115
Departmental capital (equity injections and loans)									-	
Administered capital									-	
Total Appropriations									27,115	

1. Columns C, E and I refer to information provided in Total Resources for Outcome tables.
2. Under the Appropriation structure, Bill No. 2 includes Specific Purpose Payments (SPPs), New Agency Outcomes (NAOs), administered capital and departmental capital via departmental injections and loans.
3. Refer to Budgeted Statement of Financial Performance for application of agency revenue.
4. Revenue from other sources includes other revenue from government (for example, resources free of charge) and revenue from other sources (for example, sales of goods and services by agencies). Non-appropriated departmental and administered revenues are detailed in Table 1.3.

Note: Percentage figures indicate the percentage contribution of Revenue from Government (Departmental Appropriations) to the Total Price of Outputs, by outcome.

MEASURES — DEPARTMENT SUMMARY

Table 1.2: Summary of measures disclosed in the 2003–04 Budget

Measure	Outcome	Outputs affected	Appropriations Budget 2003–04 (\$'000)			Appropriations Forward Estimate 2004–05 (\$'000)			Appropriations Forward Estimate 2005–06 (\$'000)			Appropriations Forward Estimate 2006–07 (\$'000)		
			Admin expenses	Dept outputs	Total	Admin expenses	Dept outputs	Total	Admin expenses	Dept outputs	Total	Admin expenses	Dept outputs	Total
Administrative Appeals Tribunal	1	1	-	7,697	7,697	-	7,991	7,991	-	8,313	8,313	-	8,640	8,640
Total			-	7,697	7,697	-	7,991	7,991	-	8,313	8,313	-	8,640	8,640

RECEIPTS FROM INDEPENDENT SOURCES

Table 1.3: Receipts from independent sources

	Estimated Revenue 2002–03 \$'000	Estimated Revenue 2003–04 \$'000
DEPARTMENTAL REVENUE		
Section 31 (FMA Act) revenue	654	670
Interest	113	-
Resources received free of charge	281	281
Total Estimated Departmental Revenue	1,048	951

Section 2: Outcomes and outputs information

OUTCOMES AND OUTPUT GROUPS

The Administrative Appeals Tribunal has one outcome:

To provide aggrieved persons and agencies with timely, fair and independent merits review of administrative decisions over which the Tribunal has jurisdiction

There is one output group with outputs for the Administrative Appeals Tribunal's outcome:

Completed reviews of decisions

- Applications finalised without a hearing
- Applications finalised with a hearing

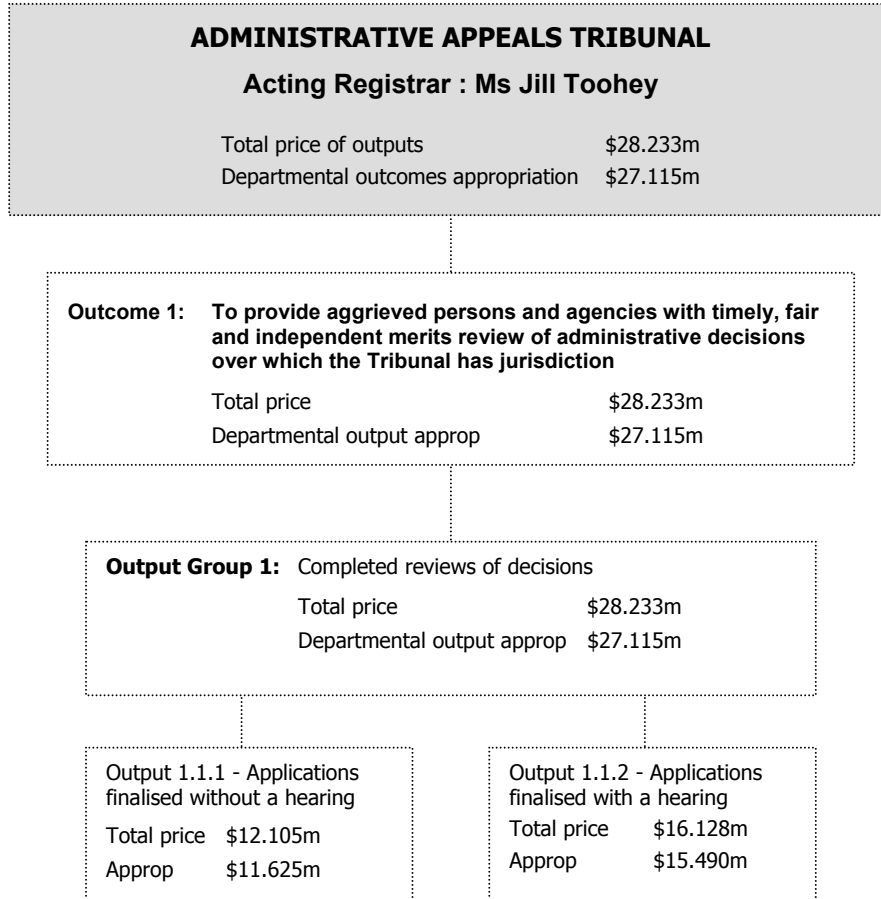
Financial and non-financial information is provided as follows:

Map 2.1 - details outcome and output resourcing and illustrates the relationship between the outcomes and contributing outputs.

Table 2.1.1 - details financial information for outcome 1.

Table 2.2.1 - details non-financial information for outcome 1.

Map 2: Outcomes and output groups



Note:

1. Revenue from Government (Appropriations) contributes 96% to the Total Price of Outputs for Outcome 1 for 2003–04.

OUTCOME 1 — TO PROVIDE AGGRIEVED PERSONS AND AGENCIES WITH TIMELY, FAIR AND INDEPENDENT MERITS REVIEW OF ADMINISTRATIVE DECISIONS OVER WHICH THE TRIBUNAL HAS JURISDICTION

The Administrative Appeals Tribunal's output group of completed reviews of decisions reflects the Government's policy of providing Australians with an opportunity to seek independent, efficient and fair review of administrative decisions in a wide range of jurisdictions.

Measures affecting Outcome 1

Administrative Appeals Tribunal

The Government will provide \$32.6m over four years to the Administrative Appeals Tribunal. The funding is required to maintain the Tribunal after Senate rejection of proposals to amalgamate this and other merit review tribunals and form a unified administration.

OUTCOME 1 — RESOURCING

Table 2.1.1 shows how the 2003-04 Budget appropriations translate to total resourcing for outcome 1, including administered expenses, revenue from government (appropriation), revenue from other sources, and the total price of outputs.

Table 2.1.1: Total resources for Outcome 1 (\$'000)

	Estimated Actual 2002-03 (\$'000)	Budget Estimate 2003-04 (\$'000)
Departmental appropriations		
Output Group 1.1: Completed reviews of decisions		
Output 1.1.1: Applications finalised without a hearing	11,668	11,625
Output 1.1.2: Applications finalised with a hearing	15,548	15,490
Total revenue from government (appropriations)	27,216	27,115
contributing to price of departmental outputs	96%	96%
Revenue from other sources		
Output 1.1.1: Applications finalised without a hearing	449	408
Output 1.1.2: Applications finalised with a hearing	599	543
Total revenue from other sources	1,048	951
Total price of departmental outputs (Total revenue from government and other sources)	28,264	28,066
Total estimated resourcing for outcome 1 (Total price of outputs and administered expenses)	27,144	*28,233
Average Staffing Level	156	154

Note: Total estimated resources exceed total price due to operating deficit after abnormal and extraordinary items and capital use charge of \$0.167m.
The Administrative Appeals Tribunal has two Special Accounts under s20 of the FMA Act being Other Trust Monies Account and Services for Other Governments and Non-Agency Bodies Account which are not currently in use and are holding no balances.

PERFORMANCE INFORMATION FOR OUTCOME 1

Table 2.2.1 provides information on the strategies chosen to deliver outcome 1, and shows the links between the outputs and the outcome.

Table 2.2.1 Performance information for outcome 1

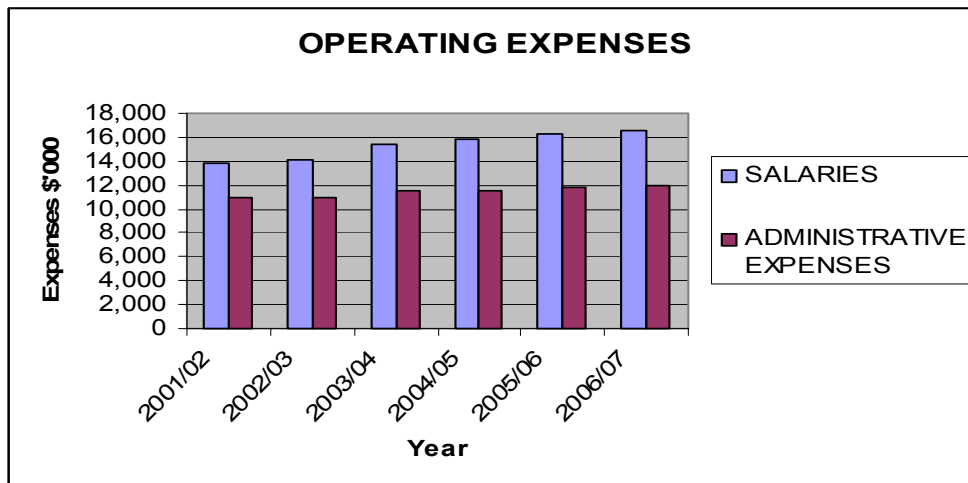
Effectiveness – Overall achievement of the outcome	
<i>Effectiveness indicators</i>	<i>Measures</i>
Those affected by administrative decisions within the Tribunal's jurisdiction are advised of their rights of review	All decision makers are provided with relevant material so they can advise people of their review rights
Review processes are efficient and fair	Parties to the review process are satisfied that the Tribunal's practices and procedures are efficient and fair; and complaints are dealt with efficiently and fairly
Applications to the Tribunal are resolved in a timely manner	Time standards are complied with
Performance information for departmental outputs	
<i>Output description</i>	<i>Performance measure</i>
Output 1.1: Completed reviews of decisions	
Output 1.1.1: Applications finalised without a hearing	<i>Price:</i> \$2,320 per completed application <i>Quality:</i> 85% of matters have first conference within 13 weeks <i>Quantity:</i> 5,218 finalisations
Output 1.1.2: Applications finalised with a hearing	<i>Price:</i> \$10,927 per completed application <i>Quality:</i> 85% of matters to hearing within 40 weeks <i>Quantity:</i> 1,476 finalisations

Section 3: Budgeted financial statements

ANALYSIS OF BUDGETED FINANCIAL STATEMENTS

Departmental Operating Statement

The Tribunal's expenses and revenues remain consistent except for some pressure on salaries due to increases in general salaries and superannuation. The Tribunal has managed to keep administrative expenses and property costs to a small increase in 2003-04 but this may become more difficult as a number of favourable property leases begin to expire in 2004-05 and will have to be negotiated.



Departmental Assets and Liabilities

The Tribunal has allocated funds in 2003-04 and 2004-05 for replacement of aging information technology systems and has also allocated funds for fit-out renewal in 2005-06 and 2006-07 in line with the expiry of existing property leases. This cost may be deferred if economic extensions of existing leases can be negotiated. This will be determined by market conditions at that time.

Administered Revenues and Expenses

The Tribunal has been required to refund a large number of filing fees in 2002-03 and this should continue into 2003-04. This is the result of a large number of applications relating to taxation minimisation schemes being settled by the Australian Taxation Office, resulting in a refund of the filing fee to the applicant pursuant to the *Administrative Appeals Tribunal Act 1975*. This has resulted in a net loss but has to be tempered by the fact that the receipt of these filing fees inflated prior years' figures.

Table 3.1: Budgeted Departmental Statement of Financial Performance for the period ended 30 June

	Estimated Actual 2002-03 \$'000	Budget Estimate 2003-04 \$'000	Forward Estimate 2004-05 \$'000	Forward Estimate 2005-06 \$'000	Forward Estimate 2006-07 \$'000
REVENUE					
Revenues from ordinary activities					
Revenues from government	27,216	27,115	27,294	27,612	27,936
Goods and services	654	670	686	702	718
Interest	113	-	-	-	-
Other	281	281	281	281	281
Revenues from ordinary activities	28,264	28,066	28,261	28,595	28,935
EXPENSE					
Expenses from ordinary activities (excluding borrowing costs expense)					
Employees	14,087	15,394	15,789	16,318	16,531
Suppliers	10,917	11,494	11,559	11,778	12,002
Depreciation and amortisation	1,288	1,345	1,350	1,350	1,350
Expenses from ordinary activities (excluding borrowing costs expense)	26,292	28,233	28,698	29,446	29,883
Operating surplus or deficit from ordinary activities	1,972	(167)	(437)	(851)	(948)
Capital use charge*	852	-	-	-	-
Net surplus or deficit	1,120	(167)	(437)	(851)	(948)

*The Capital Use Charge has been abolished from 1 July 2003.

Table 3.2: Budgeted Departmental Statement of Financial Position as at 30 June

	Estimated Actual 2002-03 \$'000	Budget Estimate 2003-04 \$'000	Forward Estimate 2004-05 \$'000	Forward Estimate 2005-06 \$'000	Forward Estimate 2006-07 \$'000
ASSETS					
Financial assets					
Cash	8,362	8,692	8,639	4,667	1,500
Receivables	111	120	120	120	120
GST receivable	93	93	93	93	93
Total financial assets	8,566	8,905	8,852	4,880	1,713
Non-financial assets					
Infrastructure, plant and equipment	3,231	2,666	2,051	5,055	6,964
Intangibles	317	296	361	307	547
Other	1,940	1,940	1,940	1,940	1,940
Total non-financial assets	5,488	4,902	4,352	7,302	9,451
Total assets	14,054	13,807	13,204	12,182	11,164
LIABILITIES					
Debt					
Other	324	218	112	6	-
Total debt	324	218	112	6	-
Provisions and payables					
Employees	3,652	3,593	3,532	3,468	3,404
Suppliers	115	200	200	200	200
Total provisions and payables	3,767	3,793	3,732	3,668	3,604
Total liabilities	4,091	4,011	3,844	3,674	3,604
EQUITY					
Parent entity interest					
Contributed equity	2,133	2,133	2,133	2,133	2,133
Retained surpluses or Accumulated deficits	7,830	7,663	7,227	6,375	5,427
Total equity	9,963	9,796	9,360	8,508	7,560
Total assets and liabilities by maturity					
Current assets	10,506	10,845	10,792	6,820	3,653
Non-current assets	3,548	2,962	2,412	5,362	7,511
Current liabilities	1,840	1,804	1,729	1,679	1,621
Non-current liabilities	2,251	2,207	2,115	1,995	1,983

**Table 3.3: Budgeted Departmental Statement of Cash Flows
for the period ended 30 June**

	Estimated Actual 2002-03 \$'000	Budget Estimate 2003-04 \$'000	Forward Estimate 2004-05 \$'000	Forward Estimate 2005-06 \$'000	Forward Estimate 2006-07 \$'000
OPERATING ACTIVITIES					
Cash received					
Appropriations for outputs	27,216	27,115	27,294	27,612	27,936
Sales of goods and services	657	661	686	702	718
GST refunds	828	850	867	884	902
Interest	113	-	-	-	-
Total cash received	28,814	28,626	28,847	29,198	29,556
Cash used					
Employees	13,934	15,203	15,600	16,132	16,345
Suppliers	12,055	12,334	12,501	12,737	12,879
Total cash used	25,989	27,537	28,101	28,869	29,224
Net cash from operating activities	2,825	1,089	746	329	332
INVESTING ACTIVITIES					
Cash used					
Purchase of property, plant and equipment	318	659	599	4,251	3,149
Purchase of intangibles	4	100	200	50	350
Total cash used	322	759	799	4,301	3,499
Net cash from investing activities	322	759	799	4,301	3,499
FINANCING ACTIVITIES					
Cash used					
Capital use and dividends paid	924	-	-	-	-
Total cash used	924	-	-	-	-
Net cash from financing activities	924	-	-	-	-
Net increase in cash held	1,579	330	(53)	(3,972)	(3,167)
Cash at the beginning of the reporting period	6,783	8,362	8,692	8,639	4,667
Cash at the end of the reporting period	8,362	8,692	8,639	4,667	1,500

Table 3.4: Departmental Capital Budget Statement

	Estimated Actual 2002-03 \$'000	Budget Estimate 2003-04 \$'000	Forward Estimate 2004-05 \$'000	Forward Estimate 2005-06 \$'000	Forward Estimate 2006-07 \$'000
CAPITAL APPROPRIATIONS					
Total equity injections	-	-	-	-	-
Total loans	-	-	-	-	-
Represented by:					
Purchase of non-financial assets	-	-	-	-	-
Other	-	-	-	-	-
Total	-	-	-	-	-
PURCHASE OF NON-FINANCIAL ASSETS					
Funded by capital appropriations	-	-	-	-	-
Funded internally by departmental resources	322	759	799	4,301	3,499
Total	322	759	799	4,301	3,499

Table 3.5: Departmental Non-financial Assets — Summary of Movement (Budget year 2003-04)

	Land \$'000	Buildings \$'000	Total land and buildings \$'000	Other infrastructure plant and equipment \$'000	Total infrastructure plant and equipment \$'000	Computer software \$'000	Other intangibles \$'000	Total \$'000
Carrying amount at the start of year	-	-	-	3,231	3,231	317	-	3,548
Additions	-	-	-	659	659	100	-	759
Disposals	-	-	-	-	-	-	-	-
Revaluation increments	-	-	-	-	-	-	-	-
Recoverable amount write-downs	-	-	-	-	-	-	-	-
Net transfers free of charge	-	-	-	-	-	-	-	-
Depreciation/amortisation expense	-	-	-	(1,224)	(1,224)	(121)	-	(1,345)
Write-off of assets	-	-	-	-	-	-	-	-
Carrying amount at the end of year	-	-	-	2,666	2,666	296	-	2,962
Total additions								
Self funded	-	-	-	659	659	100	-	759
Appropriations	-	-	-	-	-	-	-	-
Total	-	-	-	659	659	100	-	759

Table 3.6: Schedule of Budgeted Revenues and Expenses Administered on behalf of Government for the period ended 30 June

	Estimated Actual 2002-03 \$'000	Budget Estimate 2003-04 \$'000	Forward Estimate 2004-05 \$'000	Forward Estimate 2005-06 \$'000	Forward Estimate 2006-07 \$'000
REVENUES					
Non-taxation					
Other sources of non-taxation revenues	600	700	700	700	700
Total non-taxation	600	700	700	700	700
Total revenues administered on behalf of the Government	600	700	700	700	700
EXPENSES					
Other	1,000	1,000	250	250	250
Total expenses administered on behalf of the Government	(400)	(300)	450	450	450

Table 3.8: Schedule of Budgeted Administered Cash Flows for the period ended 30 June

	Estimated Actual 2002-03 \$'000	Budget Estimate 2003-04 \$'000	Forward Estimate 2004-05 \$'000	Forward Estimate 2005-06 \$'000	Forward Estimate 2006-07 \$'000
OPERATING ACTIVITIES					
Cash received					
Non-taxation revenue	600	700	700	700	700
Total cash received	600	700	700	700	700
Cash used					
Refunds of non-taxation revenue	1,000	1,000	250	250	250
Total cash used	1,000	1,000	250	250	250
Net cash from operating activities	(400)	(300)	450	450	450
FINANCING ACTIVITIES					
Cash received					
Cash from Official Public Account	1,000	1,000	250	250	250
Total cash received	1,000	1,000	250	250	250
Cash used					
Cash to Official Public Account	600	700	700	700	700
Total cash used	600	700	700	700	700
Net cash from financing activities	400	300	(450)	(450)	(450)
Net increase in cash held	-	-	-	-	-
Cash at the beginning of the reporting period	-	-	-	-	-
Cash at the end of the reporting period	-	-	-	-	-

NOTES TO THE FINANCIAL STATEMENTS

Departmental

Resources received free of charge

A number of Deputy Presidents of the Tribunal have entitlements under the *Judges' Pensions Act 1968* which are unfunded and the estimated cost is included here.

Section 4: Purchaser/Provider and Cost Recovery arrangements

PURCHASER/PROVIDER ARRANGEMENTS

The Tribunal has no Purchaser/Provider arrangements in place.

COST RECOVERY ARRANGEMENTS

Summary of Cost Recovery Impact Statement

The Tribunal provides video conference services to both government and non-government agencies as its facilities are sufficiently different from commercial suppliers so as to provide a niche product. This is to maximise use of available assets and subsidise the Tribunal's own in-house usage. Total receipts for video conferencing services are approximately \$200,000 per year with half being receipts from government agencies.