

**NATIONAL ARCHIVES OF
AUSTRALIA**

NATIONAL ARCHIVES OF AUSTRALIA

Section 1: Overview, appropriations and budget measures summary

OVERVIEW

The National Archives of Australia is a Commonwealth budget-funded Executive Agency, established under the *Archives Act 1983*. It has the following responsibilities:

- to play the leading role in the management of Commonwealth records;
- to make available to the public non-exempt Commonwealth records over 30 years old;
- to encourage and facilitate the use of the archival resources of the Commonwealth; and
- to provide leadership in developing and coordinating the preservation and use of the archival resources of Australia.

In carrying out these responsibilities, the Archives contributes to the maintenance and understanding of political, social and cultural values in Australia by:

- promoting the role of records as evidence in supporting the rule of law;
- supporting the effectiveness and accountability of government administration; and
- preserving and providing access to documentation of the interaction between the Australian people and the Commonwealth Government.

The Archives meets its responsibilities under the Archives Act by providing public access to official records and by developing policy and providing advice to Government and its agencies on the management, preservation and disposal of Commonwealth records. It maintains information systems about the structure of government and those records agencies create which are part of the archival resources of the Commonwealth.

APPROPRIATIONS AND RESOURCING

The total appropriation for the National Archives of Australia in the 2003-04 Budget is \$65.946m, including an appropriation from previous years output of \$1.604 million. Table 1.1 on the following page shows the total appropriations for the National Archives of Australia for 2003-04 by the Government outcome and price of output appropriations.

National Archives of Australia – appropriations 2003-04

Table 1.1: Appropriations and other revenue

Outcome	Departmental (price of outputs) ('\$000)					Administered (\$'000)				Total appropriations (\$'000)
	Revenue from Government (appropriations)		Revenue from other sources ⁽⁴⁾	Price of outputs ⁽³⁾	Annual appropriations (\$'000)	Special appropriations	Total administered appropriations	Total		
	Bill No. 1 (A)	Special approps (B)	Total (C = A+B) (C1) ¹	(D)	(E = C+D) (E1) ¹	Bill No. 1 (F)	Bill No. 2 (SPPs & NAOs) ⁽²⁾ (G)	(H)	(I = F+G+H) (I1) ¹	(J=C+I)
1. In the interests of accountable government and for the benefit of the community, the National Archives of Australia promotes reliable recordkeeping and maintains a visible, accessible and know n collection	64,342	-	64,342	1,330	65,672	-	-	-	-	64,342
Total	64,342		64,342 (K1) ¹	1,330	65,672 97.9%	-	-	-	-	64,342
					Departmental capital (previous years output)				(K3) ¹	1,604
									(K4) ¹	-
									Total appropriations	65,946

Footnotes for Table 1.1

1. Cells C1, E1 and I1 refer to information provided in Table 2.1.1. Amount K1 refers to Budgeted Statement of Financial Performance, and amounts K3, K4 to Capital Budget Statements.
2. Under the appropriation structure, Bill No. 2 includes Specific Purpose Payments (SPP's), New Agency Outcomes (NAO's), 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. 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 – AGENCY SUMMARY**Table 1.2: Summary of measures disclosed in the 2003-04 Budget**

Measure	Outcome	Output affected	Appropriations budget forward estimate 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 expense	Dept outputs	Total	Admin expenses	Dept outputs	Total	Admin expenses	Dept outputs	Total
Communications, Information Technology and the Arts Portfolio - decreased resourcing in 2003-04	1	1.1 & 1.2	Nil	(69)	(69)	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Cultural Agencies Review	1	1.1	Nil	(605)	(605)	Nil	(725)	(725)	Nil	(942)	(942)	Nil	(1,063)	(1,063)

REVENUE FROM INDEPENDENT SOURCES

Table 1.3: Revenue from independent sources

	Estimated revenue 2002-03 \$'000	Estimated revenue 2003-04 \$'000
Departmental Revenue		
Sales of Goods and Services	1,080	1,100
Interest	750	-
Other non-appropriation revenue	145	230
Total estimated revenue	1,975	1,330

SPECIAL ACCOUNTS

Table 1.5: Estimates of special account flows and balances

	Estimate - 2003-04, Heavy Figures				
	<i>Actual - 2002-03. Light figures</i>				
	Opening Balance	Receipts	Payments	Adjustments ⁽²⁾	Closing Balance
	2003-04 ⁽¹⁾	2003-04	2003-04	2003-04	2003-04
	<i>2002-03 ^(1a)</i>	<i>2002-03</i>	<i>2002-03</i>	<i>2002-03</i>	<i>2002-03</i>
	\$'000	\$'000	\$'000	\$'000	\$'000
Australian Archives Projects and sponsored Activities Account - s20 FMA Act ¹ (D)	0	230	230	0	0
	<i>0</i>	<i>145</i>	<i>145</i>	<i>0</i>	<i>0</i>
Total Special Accounts	-	230	230	-	-
	<i>-</i>	<i>145</i>	<i>145</i>	<i>-</i>	<i>-</i>

D = Departmental A = Administered

Acts Glossary:

FMA Act = *Financial Management and Accountability Act, 1999*

Note 1 The Opening Balance for 2003-04 is the same as the closing balance for 2002-03

ADMINISTERED CAPITAL, DEPARTMENTAL EQUITY INJECTIONS AND LOANS

The National Archives of Australia has no administered capital or loans in 2003-04.

The National Archives of Australia will receive in 2003-04 an appropriation for previous years outputs of \$1.604m for depreciation supplementation for 2002-03.

Section 2: Outcomes and outputs information

OUTCOMES AND OUTPUTS

The map on the following page shows the relationship between the outcome and the contributing outputs for the National Archives of Australia.

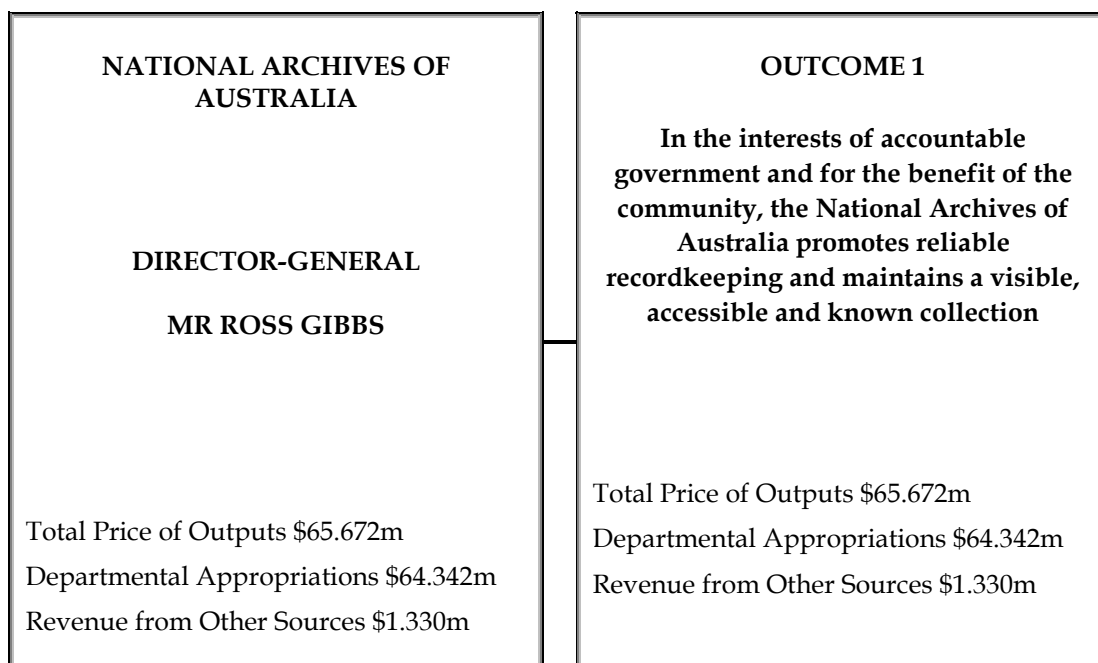
Financial details for Outcome 1 by outputs appear in Table 2.1.1.

Non-financial information for Outcome 1 appears in Table 2.2.1.

Output cost attribution

The National Archives of Australia's full costs are attributed using the Activity Base Costing methodology. Direct costs and indirect costs are recognised and attributed to core cost centres and thus to relevant outputs accordingly.

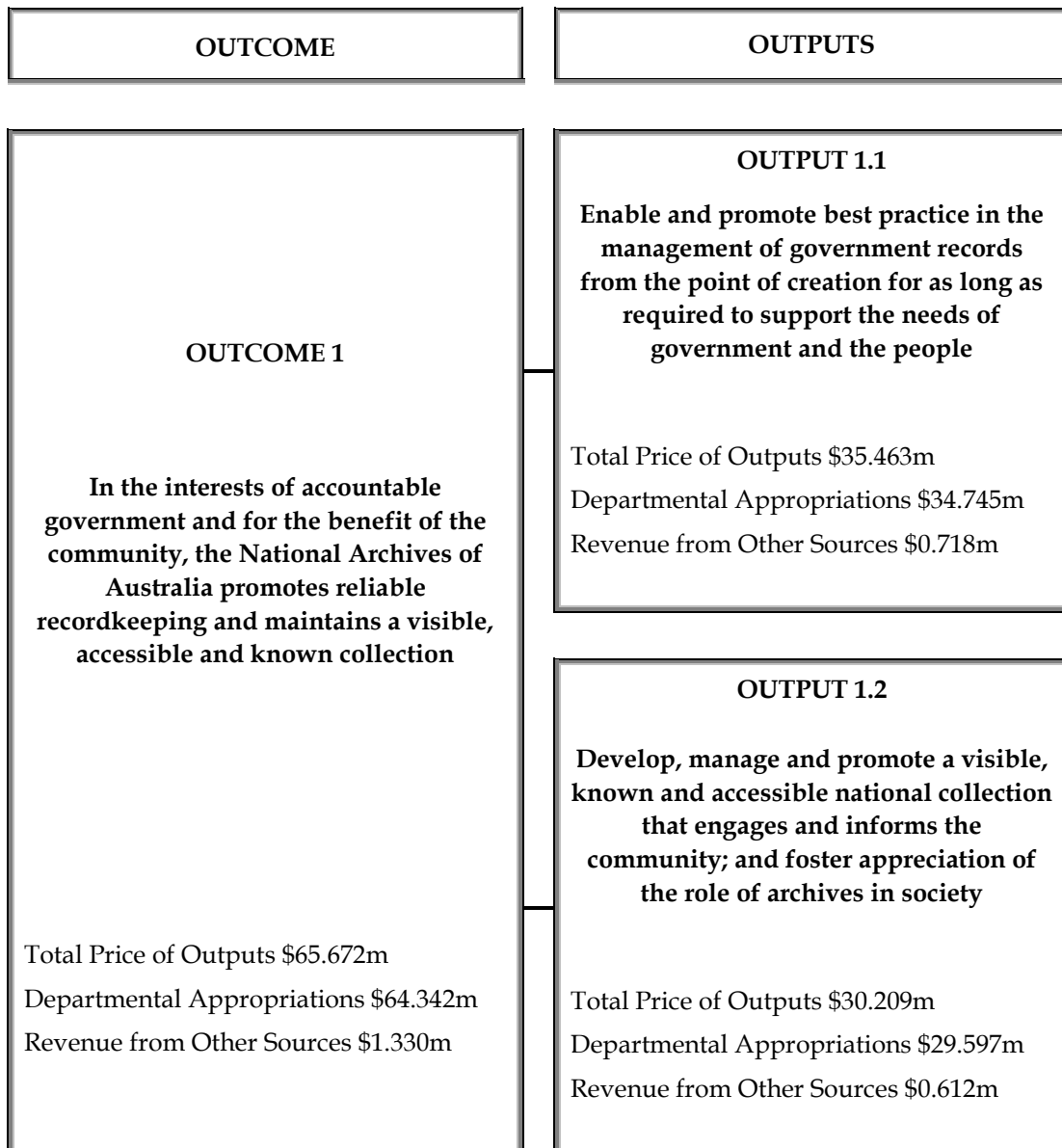
Map 1: Outcome Structure



CHANGES TO OUTCOMES AND OUTPUTS

There have been no changes to the National Archives of Australia's Outcome and Outputs since 2002-03 Budget.

Map 2: Outcome 1 — contributing outputs



Note: Revenue from Government (Appropriations) contributes 97.9% to the Total Price of Outputs for Outcome 1 for 2003-04.

OUTCOME 1 — DESCRIPTION

In the interests of accountable government and for the benefit of the community, the National Archives of Australia promotes reliable recordkeeping and maintains a visible, accessible and known collection

To achieve this outcome the National Archives will:

- Enable and promote best practice in the management of government records from the point of creation for as long as required to support the needs of government and the people; and
- Develop, manage and promote a visible, known and accessible national collection that engages and informs the community; and foster appreciation of the role of archives in society.

Measures affecting Outcome 1¹

Communications, Information Technology and the Arts Portfolio – decreased resourcing in 2003-04

Expense (\$m)	2003-04	2004-05	2005-06	2006-07
National Archives of Australia	-0.069	-	-	-

The Government has identified savings of \$0.5 million in 2003-04 which will be effected across the portfolio.

See related measure titled *Communications, Information Technology and the Arts Portfolio – decreased resourcing in 2003-04*, in the Department of Communications, Information Technology and the Arts.

Cultural Agencies Review

Expense (\$m)	2003-04	2004-05	2005-06	2006-07
National Archives of Australia	-0.6	-0.7	-0.9	-1.1

The Government's Review of Cultural Agencies within the Communications, Information Technology and the Arts portfolio recommended that agencies review their accounting treatment of cultural and heritage assets in 2003-04. As a result of this review, it is expected increased funding will be made available to agencies to expand preservation and conservation activities.

The additional flexibility and efficiency of this new framework will provide agencies with scope to reduce their costs. As a result, savings of \$6.9 million over four years, with ongoing savings of \$2.2 million per annum thereafter, have been identified and will be used to meet increased funding requirements of the Bundanon Trust and the National Institute of Dramatic Art.

This measure also impacts on Old Parliament House and ScreenSound Australia, which are funded through the Department of Communications, Information Technology and the Arts.

See also the related expense measures titled *Bundanon Trust* and *National Institute of Dramatic Art – additional funding* in the Communications, Information Technology and the Arts portfolio.

¹ This relates to measures disclosed in the 2003-04 budget context (that is, measures agreed since the *Mid-Year Economic and Fiscal Outlook* (MYEFO))

See also related measures titled *Cultural Agencies Review* under the Department of Communications, Information Technology and the Arts, National Gallery of Australia and National Museum of Australia in the Communications, Information Technology and the Arts portfolio.

OUTCOME 1 — RESOURCING

Table 2.1.1 shows how the 2003-04 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. Cell references C1, E1 and I1 show the links back to Table 1.1 (the Appropriations Table).

Table 2.1.1: Total resources for Outcome 1

	Estimated actual 2002-03 \$'000	Budget estimate 2003-04 \$'000	
Administered appropriations	-	-	
Total administered appropriations	-	-	(I1)
Departmental appropriations			
Output 1.1 - Enable and promote best practice in the management of government records from the point of creation for as long as required to support the needs of government and the people.	105,010	34,745	
Output 1.2 - Develop, manage and promote a visible, known and accessible national collection that engages and informs the community; and fosters appreciation of the role of archives in society.	42,891	29,597	
Total revenue from government (appropriations)	147,901	64,342	(C1)
Contributing to price of departmental outputs	98.9%	97.9%	
Revenue from other sources			
Output 1.1 - Enable and promote best practice in the management of government records from the point of creation for as long as required to support the needs of government and the people.	1,402	718	
Output 1.2 - Develop, manage and promote a visible, known and accessible national collection that engages and informs the community; and fosters appreciation of the role of archives in society.	573	612	
Total revenue from other sources	1,975	1,330	
Total price from departmental outputs (Total revenue from government and from other sources)	149,876	65,672	(E1)
Total estimated resourcing for Outcome 1 (Total price of outputs and administered appropriations)	149,876	65,672	
	2002-03	2003-04	
Average staffing level (number)	400	390	

Note: Special account flows and balances are disclosed in table 1.5. There are no appropriations paid into special accounts.

OUTCOME 1 — CONTRIBUTION OF OUTPUTS

The National Archives of Australia plans to deliver two outputs to achieve its outcome of promoting reliable recordkeeping and maintaining a visible, known and accessible collection.

Output 1.1 - Enable and promote best practice in the management of government records from the point of creation for as long as required to support the needs of government and the people.

In order to enable best practice management of government records, the Archives provides standards, policies, guidelines and training about the creation, management and preservation of records and authorises arrangements for the disposal and custody of Commonwealth records.

To ensure the long-term preservation of records of national archival value, the Archives provides appropriate storage conditions, continually assesses and monitors the physical condition of the records, and undertakes both preventative preservation measures and conservation treatments on traditional and electronic formats.

Output 1.2 - Develop, manage and promote a visible, known and accessible national collection that engages and informs the community; and foster appreciation of the role of archives in society.

To develop and manage its collection, the Archives continually reviews its holdings, undertakes extensive arrangement and description of material, and manages a comprehensive catalogue on its website to facilitate access to the collection.

In order to enhance the accessibility of the collection, the Archives maintains reading rooms in each State and Territory capital city and provides a national reference service for off-site researchers. Members of the public can view original records, purchase photocopies or request that digital copies of selected collection material be placed on the National Archives website.

The Archives presents an extensive range of exhibitions, events, websites and publications to promote the national collection, to inform the public about the role of archives in society, and to explore the democratic interaction between the Australian people and their Commonwealth government during the twentieth century.

PERFORMANCE INFORMATION FOR OUTCOME 1

Table 2.2.1: Performance information for Outcome 1

Effectiveness - Overall achievement of the Outcome	
Improved management of government records	The management of government records to best practice
A visible, known and accessible archival collection	Number of people who accessed the collection or information about it in a year
Archives' role appreciated	The public know and appreciate archives' role in society
Performance information for departmental outputs	
Output 1.1	Quality
Enable and promote best practice in the management of government records from the point of creation for as long as required to support the needs of government and the people	Records management policies and guidelines, disposal authorisations and storage standards satisfy government stakeholders and the profession. Proportion of government agencies compliant with Archives' metadata standards. 90% of the collection appropriately stored.
	Quantity
	Number of new and revised standards, policies and guidelines. Number and proportion of total government functions with disposal coverage. Number of training courses and participants and promotional activities. 1.4 million items receive preservation treatment in the year.
	Price
	\$35.463m
Output 1.2	Quality
Develop, manage and promote a visible, known and accessible national collection that engages and informs the community; and foster appreciation of the role of archives in society	100% of the collection is documented so that all items can be retrieved. 90% of public customers rate services, programs and products as satisfactory.
	Quantity
	Number of reference inquiries. Number of public programs projects delivered and number of customers.
	Price
	\$30.209m

EVALUATIONS

The National Archives conducts internal audits on a continuing basis. The Archives Audit Committee reviews the audit reports and oversees the implementation of any recommendations contained therein. The National Archives undertakes regular surveys of researchers, visitors, agencies and training participants, and continually monitors its performance against its service charter standards.

Section 3: Budgeted financial statements

ANALYSIS OF BUDGETED FINANCIAL STATEMENTS

In 2002-03 the National Archives received appropriations of \$147.901m. The total appropriations for 2003-04 are \$64.342m. The main reason for the reduction in appropriations is the cessation of the Capital Use Charge from 2003-04. Additional reductions in appropriations have also occurred in line with the two new measures disclosed in the 2003-04 budget context.

DEPARTMENTAL FINANCIAL STATEMENTS

Budgeted Departmental Statement of Financial Performance (Operating Statement)

This statement provides a picture of the expected financial results for the Agency by identifying full accrual expenses, accrual revenues and capital use charge, which highlights whether the Agency is operating at a sustainable level.

Budgeted Departmental Statement of Financial Position (Balance Sheet)

This statement shows the financial position of the Agency. It helps decision-makers to track the management of the Agency's assets and liabilities.

Budgeted Departmental Statement of Cash Flows

Budgeted cash flows, as reflected in the statement of cash flows, provides important information on the extent and nature of cash flows by categorising them into expected cash flows from operating activities, investing activities and financing activities.

Departmental Capital Budget Statements

Shows all planned departmental capital expenditure (capital expenditure on non-financial assets), whether funded through capital appropriations for additional equity or borrowings, or from funds from internal sources.

Departmental Non Financial Assets — Summary of Movement

Shows budgeted acquisitions and disposals of non-financial assets during the budget year.

Table 3.1: Budgeted Departmental Statement of Financial Performance

**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	Forw ard estimate 2004-05 \$'000	Forw ard estimate 2005-06 \$'000	Forw ard estimate 2006-07 \$'000
REVENUE					
Revenues from ordinary activities					
Revenues from government	147,901	64,342	64,768	65,759	65,948
Goods and services	1,080	1,100	1,250	1,300	1,350
Interest	750	-	-	-	-
Dividends	-	-	-	-	-
Revenue from sales of assets	-	-	-	-	-
Reversals of previous asset w rite-dow ns	-	-	-	-	-
Net foreign exchange gains	-	-	-	-	-
Correction of fundamental error	-	-	-	-	-
Other	145	230	230	230	230
Revenues from ordinary activities	149,876	65,672	66,248	67,289	67,528
EXPENSE					
Expenses from ordinary activities (excluding borrowing costs expense)					
Employees	20,243	20,667	20,880	21,111	21,362
Suppliers	18,719	18,372	18,317	18,519	18,344
Grants	-	-	-	-	-
Subsidies	-	-	-	-	-
Depreciation and amortisation	25,973	26,323	26,771	27,384	27,552
Write-down of assets	-	-	-	-	-
Value of assets sold	400	-	-	-	-
Net foreign exchange losses	-	-	-	-	-
Correction of fundamental error	-	-	-	-	-
Other	145	230	230	230	230
Expenses from ordinary activities (excluding borrowing costs expense)	65,480	65,592	66,198	67,244	67,488
Borrowing costs expense	128	80	50	45	40
Share of net profits/losses of associates and joint ventures accounted for using the equity method	-	-	-	-	-
Correction of fundamental error	-	-	-	-	-
Operating surplus or deficit from ordinary activities	84,268	-	-	-	-
Gain or loss on extraordinary items	-	-	-	-	-
Correction of fundamental error	-	-	-	-	-
Net surplus or deficit	84,268	-	-	-	-
Capital Use Charge Paid *	84,268	-	-	-	-
Net surplus or deficit after CUC	-	-	-	-	-

*The Capital Use Charge will be abolished from 1 July 2003.

**Table 3.1: Budgeted Departmental Statement of Financial Performance
for the period ended 30 June (continued)**

	Estimated actual 2002-03 \$'000	Budget estimate 2003-04 \$'000	Forw ard estimate 2004-05 \$'000	Forw ard estimate 2005-06 \$'000	Forw ard estimate 2006-07 \$'000
Outside equity interests in net surplus or deficit	-	-	-	-	-
Net surplus or deficit attributable to the Commonwealth	-	-	-	-	-
Net credit (debit) to asset revaluation reserve	-	-	-	-	-
Net exchange difference recognised as a direct debit (credit) to equity	-	-	-	-	-
Adjustments arising from Standards recognised as direct debit (credit) to equity	-	-	-	-	-
Initial adjustments from transitional UIG consensus view recognised as direct debit (credit) to equity	-	-	-	-	-
Total revenues, expenses and valuation adjustments attributable to members of the parent entity and recognised directly in equity	-	-	-	-	-

Table 3.2: Budgeted Departmental Statement of Financial Position

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

	Estimated actual 2002-03 \$'000	Budget estimate 2003-04 \$'000	Forw ard estimate 2004-05 \$'000	Forw ard estimate 2005-06 \$'000	Forw ard estimate 2006-07 \$'000
ASSETS					
Financial assets					
Cash	19,832	25,605	29,475	31,747	35,228
Receivables	3,113	1,549	1,524	1,599	1,649
Investments accounted for under the equity method	-	-	-	-	-
Other investments	-	-	-	-	-
Accrued revenues	-	-	-	-	-
Other	-	-	-	-	-
Total financial assets	22,945	27,154	30,999	33,346	36,877
Non-financial assets					
Land and buildings	-	-	-	-	-
Infrastructure, plant and equipment	45,808	45,293	44,350	45,500	45,550
Heritage and cultural assets	677,268	673,768	670,250	666,500	663,000
Intangibles	7,230	7,490	8,900	9,290	9,500
Inventory	420	450	460	478	520
Other	2,053	1,300	615	722	730
Total non-financial assets	732,779	728,301	724,575	722,490	719,300
Total assets	755,724	755,455	755,574	755,836	756,177
LIABILITIES					
Interest bearing liabilities					
Loans	-	-	-	-	-
Leases	1,200	755	460	415	370
Deposits	-	-	-	-	-
Overdrafts	-	-	-	-	-
Other	50	45	40	35	30
Total interest bearing liabilities	1,250	800	500	450	400
Provisions					
Employees	7,542	7,745	8,146	8,448	8,749
Other	-	-	-	-	-
Total provisions	7,542	7,745	8,146	8,448	8,749
Payables					
Suppliers	1,054	1,032	1,050	1,060	1,150
Grants	-	-	-	-	-
Dividends	-	-	-	-	-
Borrow ing costs	-	-	-	-	-
Other	-	-	-	-	-
Total payables	8,596	8,777	9,196	9,508	9,899
Total liabilities	9,846	9,577	9,696	9,958	10,299

**Table 3.2: Budgeted Departmental Statement of Financial Position
as at 30 June (continued)**

	Estimated actual 2002-03 \$'000	Budget estimate 2003-04 \$'000	Forw ard estimate 2004-05 \$'000	Forw ard estimate 2005-06 \$'000	Forw ard estimate 2006-07 \$'000
EQUITY					
Parent entity interest					
Contributed equity	236	236	236	236	236
Reserves	935	935	935	935	935
Statutory funds	-	-	-	-	-
Retained surpluses or accumulated deficits	744,707	744,707	744,707	744,707	744,707
Total parent entity interest	745,878	745,878	745,878	745,878	745,878
Outside equity interest					
Contributed equity	-	-	-	-	-
Reserves	-	-	-	-	-
Retained surpluses or accumulated deficits	-	-	-	-	-
Total outside equity interest	-	-	-	-	-
Total equity	745,878	745,878	745,878	745,878	745,878
Total assets and liabilities by maturity					
Current assets	23,972	27,804	31,307	33,707	37,242
Non-current assets	731,753	727,651	724,268	722,129	718,935
Current liabilities	4,696	4,530	4,558	4,664	4,850
Non-current liabilities	5,150	5,047	5,138	5,294	5,449

Table 3.3: Budgeted Departmental Statement of Cash Flows

**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	Forw ard estimate 2004-05 \$'000	Forw ard estimate 2005-06 \$'000	Forw ard estimate 2006-07 \$'000
OPERATING ACTIVITIES					
Cash received					
Goods and services	1,353	1,060	1,275	1,225	1,300
Appropriations	145,798	65,946	64,768	65,759	65,948
Interest	750	-	-	-	-
Dividends	-	-	-	-	-
Other	1,916	1,936	1,895	1,975	1,935
Extraordinary items	-	-	-	-	-
Total cash received	149,817	68,942	67,938	68,959	69,183
Cash used					
Employees	20,182	20,464	20,479	20,809	21,061
Suppliers	20,833	19,827	19,589	20,424	20,059
Grants	-	-	-	-	-
Borrow ing costs	-	-	-	-	-
Other	145	230	230	230	230
Extraordinary items	-	-	-	-	-
Total cash used	41,160	40,521	40,298	41,463	41,350
Net cash from operating activities	108,657	28,421	27,640	27,496	27,833
INVESTING ACTIVITIES					
Cash received					
Proceeds from sales of property, plant and equipment	-	-	-	-	-
Proceeds from sales of financial instruments	-	-	-	-	-
Bills of exchange and promissory notes	-	-	-	-	-
Repayments of loans made	-	-	-	-	-
Other	-	-	-	-	-
Extraordinary items	-	-	-	-	-
Total cash received	-	-	-	-	-
Cash used					
Purchase of property, plant and equipment	8,968	10,660	11,830	13,521	12,404
Purchase of financial instruments	-	-	-	-	-
Bills of exchange and promissory notes	-	-	-	-	-
Loans made	-	-	-	-	-
Other	18,715	11,908	11,890	11,658	11,908
Extraordinary items	-	-	-	-	-
Total cash used	27,683	22,568	23,720	25,179	24,312
Net cash from investing activities	(27,683)	(22,568)	(23,720)	(25,179)	(24,312)

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

	Estimated actual 2002-03 \$'000	Budget estimate 2003-04 \$'000	Forw ard estimate 2004-05 \$'000	Forw ard estimate 2005-06 \$'000	Forw ard estimate 2006-07 \$'000
FINANCING ACTIVITIES					
Cash received					
Appropriations - contributed equity	-	-	-	-	-
Proceeds from issuing financial instruments	-	-	-	-	-
Proceeds from loans	-	-	-	-	-
Other	-	-	-	-	-
Extraordinary items	-	-	-	-	-
Total cash received	-	-	-	-	-
Cash used					
Repayments of debt	128	80	50	45	40
Capital use paid	84,268	-	-	-	-
Dividends paid	-	-	-	-	-
Other	-	-	-	-	-
Extraordinary items	-	-	-	-	-
Total cash used	84,396	80	50	45	40
Net cash from/ (used by) financing activities	(84,396)	(80)	(50)	(45)	(40)
Net increase/ (decrease) in cash held					
Cash at the beginning of the reporting period	23,254	19,832	25,605	29,475	31,747
Effect of exchange rate movements on cash at the beginning of the reporting period	-	-	-	-	-
Cash at the end of the reporting period	19,832	25,605	29,475	31,747	35,228

Table 3.4: Departmental Capital Budget Statement

	Estimated actual 2002-03 \$'000	Budget estimate 2003-04 \$'000	Forw ard estimate 2004-05 \$'000	Forw ard estimate 2005-06 \$'000	Forw ard estimate 2006-07 \$'000
CAPITAL APPROPRIATIONS					
Total equity injections	-	- (K3) ¹	-	-	-
Total loans	-	- (K3) ¹	-	-	-
Appropriation of Previous Year Accrued Revenue		1,604	-	-	-
Represented by					
Purchase of non-current assets		1,604	-	-	-
Other			-	-	-
Total	-	1,604	-	-	-
PURCHASE OF NON CURRENT ASSETS					
Funded by capital appropriation		1,604	-	-	-
Funded internally by Departmental Resources	27,683	22,568	23,720	25,179	24,312
Total Amount Funded	27,683	24,172	23,720	25,179	24,312

¹ These two lines link to (K3) in Table 1.1

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

	Land	Buildings	Specialist military equipment	Other infrastructure plant and equipment	Heritage and cultural assets	Computer Software	Other intangibles	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Carrying amount at the start of year	-	-	-	45,808	677,268	7,230	-	730,306
Additions	-	-	-	9,420	11,908	1,240	-	22,568
Disposals	-	-	-	-	-	-	-	-
Revaluation increments	-	-	-	-	-	-	-	-
Recoverable amount w rite-dow ns	-	-	-	-	-	-	-	-
Net transfers free of charge	-	-	-	-	-	-	-	-
Depreciation/amortisation expense	-	-	-	(9,935)	(15,408)	(980)	-	(26,323)
Write-off of assets	-	-	-	-	-	-	-	-
Carrying amount at the end of year	-	-	-	45,293	673,768	7,490	-	726,551
Total additions								
Self funded	-	-	-	9,420	11,908	1,240	-	22,568
Appropriations	-	-	-	-	-	-	-	-
Total	-	-	-	9,420	11,908	1,240	-	22,568

NOTES TO THE FINANCIAL STATEMENTS

Appropriations in the Accrual Budgeting Framework

Under the Commonwealth's accrual budgeting framework, separate annual appropriations are provided for:

- Departmental price of outputs appropriations: representing the Government's purchase of outputs from agencies,
- Departmental capital appropriations: for investments by the Government for either additional equity or loans in agencies,
- Administered expense appropriations: for the estimated Administered expenses relating to an existing outcome, a new outcome or a Specific Purpose Payment to the states; and
- Administered capital appropriations: for increases in Administered equity through funding non-expense Administered payments.
- Special appropriations continue under the accrual appropriation framework, and fund the majority of payments from the Consolidated Revenue Fund.
- Details of the major composition for Assets, Liability, Revenue and Expense items are as follows:
 - Assets – Lease hold improvements, shelving, internally developed software, computers, leased assets and collections.
 - Liability – Computer lease payment and employees entitlement.
 - Revenue – Government appropriation and revenues from provision of storage and records photocopying services.
 - Expense Items - Salaries, rents, energies and depreciation and amortisation.

Capital Use Charge

The Capital Use Charge is being abolished from 1 July 2003.

Section 4: Purchaser/Provider and Cost Recovery arrangements

PURCHASER/PROVIDER ARRANGEMENTS

The National Archives has no purchaser/provider arrangements in place.

COST RECOVERY ARRANGEMENTS

The National Archives has no cost recovery arrangements in place.