Parliamentary Workplace Support Service

Entity resources and planned performance

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# Parliamentary Workplace Support Service

## Section 1: Entity overview and resources

### 1.1 Strategic direction statement

The Parliamentary Workplace Support Service (PWSS) was established as an independent statutory agency on 1 October 2023 through the Parliamentary Workplace Support Service Act 2023.

The purpose of the PWSS is to provide an end-to-end Human Resource service for parliamentarians and their staff, and a support service for all who work in Commonwealth Parliamentary Workplaces (CPWs).

The following strategic priorities outline the areas of focus for the PWSS during 2025-26:

* Supporting parliamentarians and their staff through the transition from the 47th to the 48th Parliament.
* Establishing the PWSS Consultative Committee.
* Publishing the first report on indicators of cultural change.
* Commencing the review of the PWSS following its first year of operation.
* Continuing to establish the Independent Parliamentary Standards Commission (IPSC).

Through the ongoing building and broadening of positive stakeholder relationships across CPWs the PWSS will continue to cement its role as trusted advisors to all CPW participants.

### 1.2 Entity resource statement

Table 1.1 shows the total resourcing from all sources available to the entity for its operations and to deliver programs and services on behalf of the Government.

The table summarises how resources will be applied by outcome (government strategic policy objectives) and by administered (on behalf of the Government or the public) and departmental (for the entity’s operations) classification.

For more detailed information on special accounts and special appropriations, please refer to the *Budget Paper No. 4 – Agency Resourcing*.

Information in this table is presented on a resourcing (that is, appropriations/cash available) basis, whilst the ‘Budgeted expenses by Outcome 1’ tables in Section 2 and the financial statements in Section 3 are presented on an accrual basis. Amounts presented below are consistent with amounts presented in the Appropriation Bills themselves.

Table 1.1:Parliamentary Workplace Support Service resource statement – Budget estimates for 2025–26 as at Budget March 2025



Prepared on a resourcing (i.e. appropriations available) basis.

All figures shown above are GST exclusive - these may not match figures in the cash flow statement.

1. Appropriation Bill (No. 1) 2025-2026 and Supply Bill (No. 1) 2025–2026.
2. Excludes departmental capital budget (DCB).
3. Departmental Capital budgets are not separately identified in Appropriation Bill (No. 1) and Supply Bill (No. 1) and form part of ordinary annual services items. Please refer to Table 3.5 for further details. For accounting purposes, capital budget appropriations have been designated as a 'contribution by owner'.
4. The Parliamentary Workplace Support Service has received a total of $11.3m across the forward estimates, through a transfer from the Department of Finance.

### 1.3 Budget measures

Budget measures in Part 1 relating to entity Parliamentary Workplace Support Services are detailed in the Budget Paper No. 2 and are summarised below.

Table 1.2: Entity 2025–26 Budget measures

**Part 1: Measures announced since the 2024–25 Mid-Year Economic and Fiscal Outlook (MYEFO)**



Prepared on a Government Finance Statistics (Underlying Cash) basis. Figures displayed as a negative (‑) represent a decrease in funds and a positive (+) represent an increase in funds.

1. The measure titled Savings from External Labour – further extension is Cross Portfolio. The full measure description and package details appear in Budget Paper No.2 under Cross Portfolio.

## Section 2: Outcomes and planned performance

Government outcomes are the intended results, impacts or consequences of actions by the Government on the Australian community. Commonwealth programs are the primary vehicle by which government entities achieve the intended results of their outcome statements. Entities are required to identify the programs which contribute to government outcomes over the Budget and forward years.

Each outcome is described below together with its related programs. The following provides detailed information on expenses for each outcome and program, further broken down by funding source.

|  |
| --- |
| **Note:**  Performance reporting requirements in the Portfolio Budget Statements are part of the Commonwealth performance framework established by the *Public Governance, Performance and Accountability Act 2013*. It is anticipated that the performance measure described in Portfolio Budget Statements will be read with broader information provided in an entity’s corporate plans and annual performance statements – included in Annual Reports – to provide a complete picture of an entity’s planned and actual performance.  The most recent corporate plan for PWSS can be found at: [Corporate plan\_PWSS\_Aug2024\_1.pdf](https://www.pwss.gov.au/sites/default/files/Corporate%20plan_PWSS_Aug2024_1.pdf)  The most recent annual performance statement can be found at: [PWSS Annual Report 2023-24.pdf](https://www.pwss.gov.au/sites/default/files/PWSS%20Annual%20Report%202023-24.pdf). |

### 2.1 Budgeted expenses and performance for Outcome 1

|  |
| --- |
| Outcome 1: Support Commonwealth Parliamentary Workplace Participants to build and maintain safe and respectful workplaces, including by supporting positive cultural change and providing human resource functions to parliamentarians and their staff. |

##### Budgeted expenses for Outcome 1

This table shows how much the entity intends to spend (on an accrual basis) on achieving the outcome, broken down by program, as well as by Administered and Departmental funding sources.

Table 2.1.1: Budgeted expenses for Outcome 1





Table 2.1.2: Performance measures for Outcome 1

Table 2.1.1 details the performance measures for each program associated with Outcome 1. It is used by entities to describe the results they plan to achieve and the related key activities, as detailed in the current corporate plan (i.e. 2024–25), the context in which these activities are delivered, and how the performance of these activities will be measured. Where relevant, details of the 2025–26 Budget measures that have created new programs or materially changed existing programs are provided.

| **Outcome 1** – Support Commonwealth Parliamentary Workplace Participants to build and maintain safe and respectful workplaces, including by supporting positive cultural change and providing human resource functions to parliamentarians and their staff. | | |
| --- | --- | --- |
| **Key activities (a)** | The key activities of the PWSS are:   * Deliver a Human Resource service for parliamentarians and their staff, and a support service for all who work in Commonwealth Parliamentary Workplaces. | |
| **Year** | **Performance measures (b)** | **Expected performance results** |
| Current Year  2024–25 | Delivery of Parliamentary Workplace Resources Review | Report to be provided to the Prime Minister and Special Minister of State |
| Number of recommendations from the Set the Standard Report the PWSS is responsible for have been implemented relevant to the PWSS | 70% completed – measured through percentage of completion for each recommendation and aggregated for overall implementation |
| Ensure service delivery is targeted, useful and meets client’s needs. | 70% satisfaction per stakeholder satisfaction survey |
| All staff complete a conflict-of-interest declaration prior to an offer of employment | 100% |
| **Year** | **Performance measures (c)** | **Planned performance results** |
| Budget Year  2025–26 | Percentage of clients that are satisfied with PWSS services. | First data to be collected in 2025-26 FY to establish baseline. |
| Forward Estimates  2026–29 | As per 2025–26 | Increase satisfaction by 5% above baseline by the 2028-29 FY. |
| Material changes to Programs resulting from 2025–26 Budget Measures: Nil | | |

1. Refers to updated key activities that will be reflected in the 2025–26 corporate plan.
2. Performance information has materially changed due to revisions in legislation and developing of the agencies processes and practices. Additional details will be outlined in the 2025–26 corporate plan.
3. The PWSS will continue to undertake an assessment and assurance of non-financial performance measures, and additional or amended performance measures will developed and reported through future Portfolio Budget Statement and Corporate Plan as the operations of the entity mature.

## Section 3: Budgeted financial statements

Section 3 presents budgeted financial statements which provide a comprehensive snapshot of entity finances for the 2025–26 budget year, including the impact of budget measures and resourcing on financial statements.

### 3.1 Budgeted financial statements

#### 3.1.1 Explanatory notes and analysis of budgeted financial statements

**Comprehensive income statement – Departmental**

Total expenses have increased since Budget 2024-25 due to the final transfers from the Australian Public Service Commission with total expenses now forecast to be $17.4 million. PWSS are anticipating a balanced budget position.

**Balance sheet – Departmental**

PWSS are anticipating net assets at 30 June 2026 of $9.9 million.

**Schedule of budgeted income and expenses – Administered**

PWSS have had an increase in administered supplier’s expenses in 2025-26 and forward estimates following a transfer from Department of Finance, with expenses of $9.2 million now budgeted for 2025-26.

#### **3.2.** **Budgeted financial statements tables**

Table 3.1: Comprehensive income statement (showing net cost of services) for the period ended 30 June



Prepared on Australian Accounting Standards basis.

Table 3.1: Comprehensive income statement (showing net cost of services) for the period ended 30 June (continued)



Note: Impact of net cash appropriation arrangements



Prepared on Australian Accounting Standards basis.

Table 3.2: Budgeted departmental balance sheet (as at 30 June)



Prepared on Australian Accounting Standards basis.

\*Equity is the residual interest in assets after the deduction of liabilities.

Table 3.3: Departmental statement of changes in equity – summary of movement (Budget year 2025–26)



Prepared on Australian Accounting Standards basis.

Table 3.4: Budgeted departmental statement of cash flows (for the period ended 30 June)



Prepared on Australian Accounting Standards basis.

Table 3.5: Departmental capital budget statement (for the period ended 30 June)



Prepared on Australian Accounting Standards basis.

1. Includes purchases from current and previous years' Departmental Capital Budgets (DCBs).

Table 3.6: Statement of departmental asset movements (Budget year 2025–26)



Prepared on Australian Accounting Standards basis.

1. ‘Appropriation ordinary annual services’ refers to funding provided through Appropriation Bill (No. 1) 2025-2026 for depreciation/amortisation expenses, DCBs or other operational expenses.

Table 3.7: Schedule of budgeted income and expenses administered on behalf of Government (for the period ended 30 June)



Prepared on Australian Accounting Standards basis.

Table 3.8: Schedule of budgeted assets and liabilities administered on behalf of Government (as at 30 June)



Prepared on Australian Accounting Standards basis.

Table 3.9: Schedule of budgeted administered cash flows (for the period ended 30 June) 

Prepared on Australian Accounting Standards basis.

Table 3.10: Schedule of administered capital budget statement (for the period ended 30 June)

PWSS has no budgeted capital administered on behalf of the Government.

Table 3.11: Statement of administered asset movements (Budget year 2025–26)

PWSS has no budgeted non-financial assets administered on behalf of the Government.