

PART E: AGENCY BUDGET  
STATEMENT

AUSTRALIAN INSTITUTE OF  
FAMILY STUDIES



## **SECTION 1: AGENCY OVERVIEW**

The role of the Australian Institute of Family Studies is to promote identification and develop understanding of the factors affecting family and marital stability in Australia. The Institute seeks to achieve this by conducting, encouraging and coordinating research, as well as other appropriate means. This has the objective of promoting the protection of the family as the natural and fundamental group unit in society.

The Institute performs research to study and evaluate matters that affect the social and economic well being of all Australian families. As a consequence of Institute research and other family research, the Institute informs Government and other stakeholders of findings and issues concerned with family well being. The Institute works closely with all stakeholders to deliver its outcome, and enters into contractual arrangements with some stakeholders to perform research and dissemination activities that are consistent with its charter and programme objectives.

### **Appropriations**

Total appropriation for the Australian Institute of Family Studies in the 2000-01 Budget is \$3.448m. Table 1.1 on the following page shows the total appropriations for the Australian Institute of Family Studies according to its one outcome, and by price of output appropriations only.

The Institute has no administered expenses.

Table 1.1: AIFS – Appropriations and Other Revenue 2000-01 (\$'000)

Outcomes	Departmental (Price of Outputs)					Administered				
	Revenue from Government (Appropriations)			Revenue from other sources	Price of Outputs	Annual Appropriations		Special Approps	Total Administered Appropriations	Total Appropriations
	Bill No 1	Special Approps	Total			Bill No 1	Bill No 2 (SPPs & NAOs)			
	(A)	(B)	(C=A+B)	(D)	(E= C+D)	(F)	(G)	(H)	(I=F+G+H)	(J=C+I)
Outcome 1 —			<b>(C1)</b>		<b>(E1)</b>				<b>(I1)</b>	
	3448		3448	1110	4558					3448
Total	<b>(K1)</b>	<b>(K1)</b>							<b>(K1)</b>	
	3448		3448	1110	4558					3448
						Departmental Capital (Equity Injections and Loans)				<b>(K2)</b>
						Administered Capital				<b>Nil</b>
						<b>Total Appropriations</b>				<b>3448</b>

*The amounts in shading are included in annual appropriation bills.*

- Note: Cells C1, E1 and I1 refer to information provided in Table 2.1.1. Amounts K1 to Budgeted Statement of Revenues and Expenses, and amounts K2 to Capital Budget.
- 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.
- Refer to Budgeted Statement of Revenue and Expense for application of agency revenue.
- Revenue from other sources includes other revenue from Government (eg resources free of charge) and revenue from other sources. Non-appropriated departmental and administered revenues are details in Appendix 1.
- Estimated expenses from individual Special Appropriations are shown in Appendix 2.
- Percentage figures indicate the percentage contribution of Revenue from Government (Departmental Appropriations) to the Total Price of Outputs, by outcome.

**Budget Measures — Australian Institute of Family Studies Summary**

There are no measures disclosed in the 2000-01 budget concerning AIFS.

**Administered Capital and Departmental Equity Injections and Loans**

The Australian Institute of Family Studies will not receive an equity injection or departmental loan for 2000-01.

## SECTION 2: OUTCOME AND OUTPUT INFORMATION

Map 4.1: Australian Institute of Family Studies (AIFS) Outcome and Output Group



## **OUTCOME 1 – INFORM GOVERNMENTS POLICY MAKERS AND OTHER STAKEHOLDERS ON FACTORS INFLUENCING HOW FAMILIES FUNCTION.**

The Australian Institute of Family Studies has one outcome and one output. The promotion of family stability and well being in all its diversity is a major aim of the Government. The Institute by conducting research into factors influencing how families function is able to inform policy makers service providers and other stakeholders of the elements that lead to stronger families.

To achieve its outcome the Institute requires resources from both departmental appropriation and independent sources of revenue. The Institute's independent sources of revenue will not change significantly over the reporting period.

### **Measures Affecting Outcome 1**

There are no measures disclosed in the 2000-01 budget concerning AIFS that would affect this outcome.

### **Outcome 1 — Resourcing**

Table 2.1.1 shows how the 2000-01 departmental appropriation translates to total resourcing for the Institute's outcome, including revenue from other sources and the total price of outputs. The Institute has no administered expenses.

Table 2.1.1: Total Resources for Outcome 1

	Estimated Actual 1999-00 (\$'000)	Budget Estimate 2000-01 (\$'000)
<b>Administered appropriations<sup>1</sup></b>		
	Nil	Nil
<b>Total administered expenses</b>	Nil	Nil
<b>Departmental appropriations</b>		
<b>Output group 1.1</b>		
Output 1.1.1 — <sup>2</sup>	3444	3448
<b>Subtotal output group 1.1</b>	3444	3448
<b>Total revenue from Government (appropriations) Contributing to price of departmental outputs</b>	3444	3448
<b>Revenue from other sources</b>		
Sales of goods and services	815	1015
Interest and Dividends	45	35
Other	73	60
<i>Itemise revenue from other sources</i>		
<b>Total revenue from other sources</b>	933	1110
<b>Total Price of departmental outputs</b> <i>(Total revenue from Government and from other sources)</i>	4377	4558
<b>Total estimated resourcing for outcome 1</b> <i>(Total price of outputs and admin expenses)</i>	4377	4558
	1999-00	2000-01
<b>Average Staffing Level (Number)</b>	35.69	39.12



### **Outcome 1 — Contribution of Outputs**

The Australian Institute of Family Studies output of “Information and Advice on factors influencing how families function” reflects the Government’s commitment to understanding factors that influence family function and well being. As well as conducting research, the Institute is also responsible for disseminating information on the findings of the Institute and other family research.

### **Performance Indicators for Outcome 1**

Table 2.2.1 below lists the performance indicators that the Australian Institute of Family Studies will use to assess the level of contribution to the achievement of its outcome during 2000-01. It will also measure the efficiency of outputs in contributing to its outcome, including relevant targets of performance. Achievement of planned performance will be reported in the Institute’s 2000-01 annual report.

Table 2.2.1: Performance Indicators for Outcome 1

<b>Effectiveness</b>	
<b>Reference</b>	<b>Indicator</b>
Recognition of leadership in the provision of family related research and information	Feedback from stakeholders and customers, including Commonwealth and State Government agencies and academic institutions
Press coverage relating to work conducted by the Australian Institute of Family Studies	Number of reports in the media; and Diversity of media presentation
Extent to which AIFS' services are utilised by relevant Government agencies and service providers	Demand for sales of Institute publications; Number and amount of contract research work and consulting assignments undertaken; and Invitations to staff to perform speaking engagements and represent the Institute in external forums

<b>Administered Items</b>	
<b>Reference</b>	<b>Indicator</b>
AIFS has no Administered Expenses	

<b>Departmental Outputs</b>	
<b>Output Group 1.1</b>	
<b>Reference</b>	<b>Indicator</b>
Output 1.1.1: Information and advice on factors that influence how families function	Publication and distribution of 3 issues of Family Matters magazine. Publication and distribution of other material comprising; monographs and books; working papers; briefing papers; conference papers; and articles in journals Feedback on Institute conducted conferences, seminars and workshops Contract research and other contract work completed according to contracted deliverables

**Evaluations**

The Australian Institute of Family Studies has no planned evaluations in 2000-01.

**Competitive Tendering and Contracting**

The Institute has continued to engage consultants and other expertise to assist in research and dissemination studies. The use of contractors has been specific to the nature of the work required by the study. An example is the Australian Divorce Transitions study where consultants with particular expertise have been engaged to prepare briefing and working papers.

## **SECTION 3: BUDGETED FINANCIAL STATEMENTS**

### **Budget Statement of Revenue and Expenses (Budget Operating Statement)**

This statement provides a picture of the expected financial results for the Institute by identifying full accrual expenses and revenues, which highlights whether the Institute is operating at a sustainable level in the short run.

### **Budget Statement of Assets and Liabilities (Budget Balance Sheet)**

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

### **Budget Cash Flow Statement**

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.

### **Capital Budget**

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

### **Non-financial Assets — Summary of Movement**

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

Table 3.1: AIFS Departmental Operating Statement

	Estimated Actual 1999-00 \$'000	Budget Estimate 2000-01 \$'000	Forward Estimate 2001-02 \$'000	Forward Estimate 2002-03 \$'000	Forward Estimate 2003-04 \$'000
<b>Operating revenue</b>					
Revenues from Government	3444	3448	3507	3534	3549
Sales of goods and services	815	1015	925	1005	880
Interest	45	35	30	30	30
Dividends					
Net gains from sales of assets					
Net foreign exchange gains					
Other	73	60	60	60	60
<b>Total operating revenues (before abnormal items)</b>	4377	4558	4522	4629	4519
<b>Operating expenses</b>					
Employees	2835	3141	2912	2931	2902
Suppliers	1366	1646	1431	1544	1429
Grants					
Depreciation and amortisation	112	110	120	115	115
Write-down of assets	45	30	20	25	30
Interest					
Other					
<b>Total operating expenses</b>	4358	4927	4483	4615	4476
<b>Operating surplus or deficit before abnormal and extraordinary items</b>	19	(369)	39	14	43
Abnormal and extraordinary items					
<b>Operating surplus or deficit after abnormal and extraordinary items</b>					
Aggregate of amounts transferred to/from Reserves					
Capital user charge paid	36	21	16	10	21
<b>Operating surplus or deficit after abnormal and extraordinary items and CUC</b>	(17)	(390)	23	4	22

Table 3.2: AIFS Departmental Budgeted Balance Sheet

	Estimated Actual 1999-00 \$'000	Budget Estimate 2000-01 \$'000	Forward Estimate 2001-02 \$'000	Forward Estimate 2002-03 \$'000	Forward Estimate 2003-04 \$'000
<b>Assets</b>					
<b>Financial assets</b>					
Cash	60	60	40	60	60
Receivables	891	587	511	598	566
Investments					
Accrued revenues					
Other					
<b>Total financial assets</b>	951	647	551	658	626
<b>Non-financial assets</b>					
Land and buildings					
Infrastructure, plant and equipment	299	264	359	290	349
Inventories	30	45	40	35	35
Intangibles					
Other	60	70	70	70	70
<b>Total non-financial assets</b>	389	379	469	395	454
<b>Total Assets</b>	1340	1026	1020	1053	1080
<b>Liabilities</b>					
<b>Debt</b>					
Loans					
Leases					
Deposits					
Overdrafts					
Other					
<b>Total debt</b>					
<b>Provisions and payables</b>					
Employees	630	667	657	679	684
Suppliers	79	113	95	101	101
Grants					
Other	60	65	65	65	65
<b>Total provisions and payables</b>	769	845	816	845	850
<b>Total liabilities</b>	769	845	816	845	850
<b>Equity</b>					
Capital	613	613	613	613	613
Reserves					
Accumulated surpluses or deficits	(42)	(432)	(409)	(405)	(383)
<b>Total equity</b>	571	181	204	208	230
<b>Current liabilities</b>	649	725	691	715	720
<b>Non-current liabilities</b>	120	120	125	130	130
<b>Current assets</b>	1041	762	661	763	731
<b>Non-current assets</b>	299	264	359	290	349

Table 3.3: AIFS Departmental Statement of Cash Flows

	Estimated Actual 1999-00 \$'000	Budget Estimate 2000-01 \$'000	Forward Estimate 2001-02 \$'000	Forward Estimate 2002-03 \$'000	Forward Estimate 2003-04 \$'000
<b>Operating activities</b>					
<b>Cash received</b>					
Appropriations for outputs	3444	3448	3507	3534	3549
Sales of goods and services	895	1020	935	997	885
Interest	45	35	30	30	30
Other	32	50	70	60	60
<b>Total cash received</b>	4416	4553	4542	4621	4524
<b>Cash used</b>					
Employees	3152	3139	2962	2935	2985
Suppliers	1417	1607	1405	1519	1480
Grants					
Interest					
Other					
<b>Total cash used</b>	4569	4746	4367	4454	4465
<b>Net cash from operating activities</b>	(153)	(193)	175	167	59
<b>Investing activities</b>					
<b>Cash received</b>					
Proceeds from sales of property, plant and equipment	20	25	15	5	5
Repayments of loans made					
Other	54	314	56		32
<b>Total cash received</b>	74	339	71	5	37
<b>Cash used</b>					
Purchase of property, plant and equipment	80	125	250	75	75
Loans made					
Other				67	
<b>Total cash used</b>	80	125	250	142	75
<b>Net cash from investing activities</b>	(6)	214	(179)	(137)	(38)

**Table 3.3: AIFS Departmental Statement of Cash Flows (continued)**

	Estimated Actual 1999-00 \$'000	Budget Estimate 2000-01 \$'000	Forward Estimate 2001-02 \$'000	Forward Estimate 2002-03 \$'000	Forward Estimate 2003-04 \$'000
<b>Financial activities</b>					
<b>Cash Received</b>					
Proceeds from issuing equity instruments					
Proceeds from debt					
Other					
<b>Total cash received</b>					
<b>Cash used</b>					
Repayments of debt					
Capital use and dividends paid	36	21	16	10	21
Other					
<b>Total cash used</b>	36	21	16	10	21
<b>Net cash from financing activities</b>	(36)	(21)	(16)	(10)	(21)
<b>Net increase in cash held</b>	(195)		(20)	20	
Cash at the beginning of the reporting period	255	60	60	40	60
Cash at the end of the reporting period	60	60	40	60	60



## Capital Budget

Table 3.4: AIFS Departmental Capital Budget Statement

CAPITAL BUDGET	Estimated Actual 1999-00 \$'000	Budget Estimate 2000-01 \$'000	Forward Estimate 2001-02 \$'000	Forward Estimate 2002-03 \$'000	Forward Estimate 2003-04 \$'000
<b>Capital appropriations</b>					
Total equity injections					
Total loans					
<b>Represented by:</b>					
Purchase of non-current assets	<b>80</b>	<b>130</b>	<b>250</b>	<b>75</b>	<b>250</b>
Other					
Total	<b>80</b>	<b>130</b>	<b>250</b>	<b>75</b>	<b>250</b>
<b>Purchase of non-funded current assets</b>					
Funded by capital appropriations					
Funded internally by departmental resources	<b>80</b>	<b>130</b>	<b>250</b>	<b>75</b>	<b>250</b>

Table 3.5: AIFS Departmental Non-Financial Assets – Summary of Movement

	Land	Buildings	Total Land and Buildings	Specialist Military Equipment	Other Infrastructure Plant and Equipment	Total Infrastructure Plant and Equipment	Intangibles	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Gross value</b>								
<i>As at 1 July 2000 (opening)</i>					848	848		848
Additions					130	130		130
Disposals					75	75		75
Other movements					(80)	(80)		(80)
<i>As at 30 June 2001 (closing)</i>					823	823		823
<b>ACCUMULATED DEPRECIATION</b>								
<i>As at 1 July 2000 (opening)</i>					549	549		549
Disposals					40	40		40
Charge for the reporting period					110	110		110
Other movements					(60)	(60)		(60)
<i>As at 30 June 2001 (closing)</i>					559	559		559
<b>Net book value as at 30 June 2001 (Closing book value)</b>					264	264		264
<b>Net book value as at 1 July 2000 (Opening book value)</b>					299	299		299
<b>Total Additions</b>								
Self funded					130	130		130
Appropriations								
<b>Total</b>								

## **Notes to the Financial Statements**

### **Departmental**

#### ***Budgeted Statement of Revenue and Expenses***

The Institute's operating result is estimated to decline from 1999-00 to 2000-01, due predominantly to expenditure on a major research survey, the Australian Family Panel Survey. The survey will comprise the interview of 10,000 respondents and will involve follow up work in the out years. The bulk of the Family Panel Survey expenditure is in 2000-01 and explains most of the increase in Employee and Supplier expenditure from 1999-00. The operating deficits planned for these periods are designed to utilise funds set aside from prior periods to conduct further Institute funded research. This position will turn around for the Institute in 2001-02 with small operating surpluses planned for the remainder of the reporting period.

Revenue from Independent Sources is higher in 2000-01 and 2002-03 due to the Institute conducting a major conference in those years. The conference aims to recover its costs from registration fees.

#### ***Budgeted Statement of Assets and Liabilities***

The Institute's major liabilities are its Long Service and Annual Leave provisions. Other provisions and payables comprise normal trade creditors and prepaid revenue for magazine subscriptions. The provisions and payables will not alter significantly over the reporting period.

The major asset holdings of the Institute are its fixed assets "Property Plant and Equipment", and Receivables. Most of the Institute's Property Plant and Equipment is tied up in computer and office equipment, and these figures will vary with planned upgrades and disposals of the equipment. Receivables will decline substantially in 2000-01 and 2001-02, along with the Institute's overall net asset position, due to the planned increased level of expenditure in research.

#### ***Budgeted Cash Flow Statement***

The Institute's cash flow position is forecast to be relatively constant over the reporting period. Net cash from operating activities will improve over the reporting period and this will assist the funding of a major equipment upgrade in 2001-02. Cash received from Investing activities in 2000-01 makes a significant contribution to maintaining the cash balance of the Institute during the planned periods of higher expenditure.

#### ***Purchase of Non-Current Assets***

The higher figures in 2001-02 and 2003-04 reflect upgrades of computer and office equipment. The purchases are to be funded from departmental sources.

#### **SECTION 4: PURCHASER PROVIDER ARRANGEMENTS**

The Australian Institute of Family Studies has no Purchaser/Provider or cross agency arrangements in place or planned for 1999-00 and 2000-01.

## APPENDIX 1

### Non-Appropriation Departmental and Administered Revenue

	Estimated Revenue 1999-00 \$'000	Estimated Revenue 2000-01 \$'000
<b>Estimated Revenue</b>	<b>933</b>	<b>1110</b>