

# *Vote Parliamentary Counsel*

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APPROPRIATION MINISTER(S): Attorney-General (M5)

DEPARTMENT ADMINISTERING THE VOTE: Parliamentary Counsel Office (A34)

RESPONSIBLE MINISTER FOR PARLIAMENTARY COUNSEL OFFICE: Attorney-General

## *Overview of the Vote*

The Attorney-General is responsible for appropriations in Vote Parliamentary Counsel for the 2024/25 financial year covering the following:

- a total of just under \$26 million for the provision of law drafting services, which includes legislative drafting assistance to Pacific Island nations, undertaking 3-yearly programmes of statute law revision, administering legislation that the Parliamentary Counsel Office is responsible for, and access to legislation in both paper and electronic form, and
- a total of just under \$3 million for the purchase or development of assets by and for the use of the Parliamentary Counsel Office.

Details of these appropriations are set out in Parts 2-4.

# Details of Appropriations and Capital Injections

## Annual Appropriations and Forecast Permanent Appropriations

Titles and Scopes of Appropriations by Appropriation Type	2023/24		2024/25
	Final Budgeted \$000	Estimated Actual \$000	Budget \$000
<b>Departmental Output Expenses</b>			
<b>Drafting of and Access to Legislation (M5) (A34)</b>	32,394	32,394	<b>25,798</b>
This appropriation is limited to the drafting and publishing of and providing access to legislation, and examining and providing advice and assistance on the design, drafting, and publication of legislation, and any other related functions directed by the Attorney-General.			
<b>Total Departmental Output Expenses</b>	32,394	32,394	25,798
<b>Departmental Capital Expenditure</b>			
<b>Parliamentary Counsel Office - Capital Expenditure PLA (M5) (A34)</b>	1,200	1,200	2,830
This appropriation is limited to the purchase or development of assets by and for the use of the Parliamentary Counsel Office, as authorised by section 24(1) of the Public Finance Act 1989.			
<b>Total Departmental Capital Expenditure</b>	1,200	1,200	2,830
<b>Total Annual Appropriations and Forecast Permanent Appropriations</b>	33,594	33,594	28,628

## Capital Injection Authorisations

	2023/24		2024/25
	Final Budgeted \$000	Estimated Actual \$000	Budget \$000
Parliamentary Counsel Office - Capital Injection (M5) (A34)	-	-	-

# *Supporting Information*

## Part 1 - Vote as a Whole

This part provides trend information for the vote.

## 1.2 - Trends in the Vote

### Summary of Financial Activity

	2019/20	2020/21	2021/22	2022/23	2023/24		2024/25			2025/26	2026/27	2027/28
	Actual \$000	Actual \$000	Actual \$000	Actual \$000	Final Budgeted \$000	Estimated Actual \$000	Departmental Transactions Budget \$000	Non- Departmental Transactions Budget \$000	Total Budget \$000	Estimated \$000	Estimated \$000	Estimated \$000
<b>Appropriations</b>												
Output Expenses	20,249	18,893	21,527	25,562	32,394	32,394	25,798	-	25,798	25,798	25,798	25,798
Benefits or Related Expenses	-	-	-	-	-	-	N/A	-	-	-	-	-
Borrowing Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure	269	108	-	157	1,200	1,200	2,830	-	2,830	2,830	2,830	2,830
Intelligence and Security Department Expenses and Capital Expenditure	-	-	-	-	-	-	-	N/A	-	-	-	-
Multi-Category Expenses and Capital Expenditure (MCA)												
<i>Output Expenses</i>	-	-	-	-	-	-	-	-	-	-	-	-
<i>Other Expenses</i>	-	-	-	-	-	-	-	-	-	-	-	-
<i>Capital Expenditure</i>	-	-	-	-	-	-	N/A	-	-	-	-	-
<b>Total Appropriations</b>	20,518	19,001	21,527	25,719	33,594	33,594	28,628	-	28,628	28,628	28,628	28,628
<b>Crown Revenue and Capital Receipts</b>												
Tax Revenue	-	-	-	-	-	-	N/A	-	-	-	-	-
Non-Tax Revenue	-	-	-	-	-	-	N/A	-	-	-	-	-
Capital Receipts	-	-	-	-	-	-	N/A	-	-	-	-	-
<b>Total Crown Revenue and Capital Receipts</b>	-	-	-	-	-	-	N/A	-	-	-	-	-

Note - where restructuring of the vote has occurred then, to the extent practicable, prior years information has been restated as if the restructuring had occurred before the beginning of the period covered. In this instance Total Appropriations for the Budgeted and Estimated Actual year may not equal Total Annual Appropriations and Forecast Permanent Appropriations and Multi-Year Appropriations in the Details of Appropriations and Capital Injections.

## Adjustments to the Summary of Financial Activity Table Due to Vote Restructuring

There have been no restructuring adjustments to prior year information in the Summary of Financial Activity table.

### 1.3 - Analysis of Significant Trends

The increase in capital expenditure reflects the Parliamentary Counsel Office's current Capital Asset Management Plan. Past years have been lower due to reduced activity relating to the New Zealand Legislation System and the Access to Secondary Legislation Project.

The decrease in appropriation for 2024/25 is explained by the one-off increase in funding that was received for the Parliamentary Counsel Office's Business Transformation Programme in the 2021/22, 2022/23 and 2023/24.

With effect from 1 July 2020, the appropriation structure in Vote Parliamentary Counsel changed from a multi category appropriation to a single departmental output expense appropriation, this did not affect the Parliamentary Counsel Office's total appropriation. This change relates to Cabinet's directive to consolidate appropriations as the first step of modernising the public finance system. Parliamentary Counsel Office has worked with the Treasury to develop the new appropriation structure.

## Part 2 - Details of Departmental Appropriations

### 2.1 - Departmental Output Expenses

#### Drafting of and Access to Legislation (M5) (A34)

##### *Scope of Appropriation*

This appropriation is limited to the drafting and publishing of and providing access to legislation, and examining and providing advice and assistance on the design, drafting, and publication of legislation, and any other related functions directed by the Attorney-General.

##### *Expenses and Revenue*

	2023/24		2024/25
	Final Budgeted \$000	Estimated Actual \$000	Budget \$000
Total Appropriation	32,394	32,394	25,798
Revenue from the Crown	32,191	32,191	25,598
Revenue from Others	203	203	200

##### *What is Intended to be Achieved with this Appropriation*

This appropriation is intended to achieve the provision of high-quality legislation that is readily available to all New Zealanders.

##### *How Performance will be Assessed and End of Year Reporting Requirements*

	2023/24		2024/25
	Final Budgeted Standard	Estimated Actual	Budget Standard
Assessment of Performance			
The Attorney-General is satisfied that the quality and timeliness standards have been achieved (see Note 1)	The Attorney-General is satisfied	The Attorney-General is satisfied	The Attorney-General is satisfied
The proportion of select committees that respond to our annual survey that rate the quality and timeliness standards as four or better on a scale of one to five, with one being very dissatisfied and five being very satisfied (see Note 2)	90%	90%	90%
Free public access to the New Zealand Legislation (NZL) website is available 24 hours a day, 7 days a week (see Note 3)	99%	99%	99%
Legislation is published within set timeframes (see Note 4)	100%	100%	100%
All Bills on the annual legislation programme in category 1 (that must be passed or introduced as a matter of law in the current calendar year) and category 2 (that must be passed in the current calendar year), and which the PCO have received instructions for, are drafted	100%	100%	100%
The proportion of instructing departments and agencies that respond to our annual survey that rate the quality and timeliness standards, as four or better on a scale of one to five, with one being very dissatisfied and five being very satisfied (see Note 5)	90%	90%	90%

Assessment of Performance	2023/24		2024/25
	Final Budgeted Standard	Estimated Actual	Budget Standard
Pacific Island instructors are satisfied that the quality and timeliness standards have been achieved as determined by survey responses from relevant Pacific Island instructors (see Note 6)	Pacific Island instructors are satisfied	Pacific Island instructors are satisfied	Pacific Island instructors are satisfied
Users of the New Zealand Legislation Website, that are surveyed by the PCO, agree that the website was easily usable (see Note 7)	80%	80%	80%

Performance for this Appropriation will be assessed through the performance measures listed above. These measures will be reported on in the Parliamentary Counsel Office's Annual Report for 2023/24.

Note 1 - The quality standards are that:

- the electronic database of Acts (both as enacted and with their amendments incorporated), secondary legislation drafted by the PCO (both as made and with their amendments incorporated), Bills, and Amendment Papers (APs) is up to date
- Bills, APs, Acts of Parliament, and secondary legislation drafted by the PCO are formatted and presented in accordance with current drafting practice
- Bills and secondary legislation drafted by the PCO undergo a quality assurance process to ensure they are reviewed for errors and to assess their constitutional soundness, legal effectiveness, workability, compliance with current drafting practice, structure and clarity
- advice given to the Attorney-General by the PCO on matters relating to the provision of legislative drafting services, including advice on legislative drafting, parliamentary procedure, executive government process, and the law, is sound, practical and clear, and
- all certified revision Bills and their accompanying certificates have been provided to the Attorney-General in accordance with section 98 of the Legislation Act 2019.

The timeliness standard is that:

- Bills, secondary legislation drafted by the PCO, and APs are drafted in accordance with time frames set by, or agreed with, the Government, select committees, instructing departments and agencies.

Note 2 - The quality standard is that:

- advice given on matters relating to the provision of legislative drafting services, including explaining the changes made by the revision tracked version of a Bill, is objective, accurate, and sufficient.

The timeliness standard is that:

- revision tracked documents are provided for the Select Committee in accordance with deadlines set by or negotiated with the committee.

Note 3 - A 100% budget standard is not appropriate as system outages are required for planned upgrades.



Note 4 - The measure of timeliness is that the following will be available on the New Zealand Legislation (NZL) website within one working day:

- all new Government Bills introduced into the House
- after the printed version is made available to the House, all subsequent versions of Bills
- after they have been circulated to Members of Parliament, all APs, and
- after they are notified in the New Zealand Gazette, all secondary legislation drafted by the PCO.

And within five working days:

- of assent, all Acts are available on the NZL website.

Note 5 - The quality and timeliness standards are as follows:

The quality standards are that:

- the legislation produced is drafted as clearly and simply as possible
- the instructing department or agency is satisfied the final product is workable and implements the Government's policy, and
- advice on legislative drafting matters is provided in a manner that is respectful, collaborative and solutions focused.

The timeliness standard is that:

- drafts of legislation are produced within agreed deadlines.

Note 6 - The quality standard is that:

- advice given on matters relating to the provision of legislative drafting services is objective, accurate, and sufficient.

The timeliness standard is that:

- legislation is provided to Pacific Island instructors in accordance with agreed deadlines.

Note 7 - This is a new performance indicator selected to provide the PCO with performance information to assess the effectiveness of the service provided by the New Zealand Legislation website. Baseline performance information was gathered during the 2023/24 year.

Note 8 - The PCO has recently developed refreshed Strategic Intentions to drive our performance over the 2023-2027 period. Our Strategic Intentions document contains a set of outcomes-related performance measures that the PCO will report against in conjunction with the measures contained in this document. Both sets of performance measures should be read together to provide a complete picture of our performance information.

### *End of Year Performance Reporting*

Performance information for this appropriation will be reported by Parliamentary Counsel Office in its Annual Report to be presented in the House.

### *Reasons for Change in Appropriation*

The decrease in this appropriation for 2024/25 is due to:

- the cessation of funding associated with the Business Transformation Programme which is to be completed in 2023/24 of \$6.709 million, and
- one off increases that occurred in 2023/24 of \$403,000 due to an In-principle Expense Transfer and miscellaneous third party revenue.

This decrease is partially offset by an increase of \$516,000 for the second year of the providing workforce capacity to ensure continued delivery of core services initiative received in Budget 2023.

### *Current and Past Policy Initiatives*

Policy Initiative	Year of First Impact	2023/24 Final Budgeted \$000	2024/25 Budget \$000	2025/26 Estimated \$000	2026/27 Estimated \$000	2027/28 Estimated \$000
<b>Previous Government</b>						
Providing Workforce Capacity to Ensure Continued Delivery of Core Services	2023/24	1,863	2,379	2,379	2,379	-
Business Transformation Programme - Capital to Operating swap	2021/22	(75)	(75)	(75)	-	-

## 2.3 - Departmental Capital Expenditure and Capital Injections

### Parliamentary Counsel Office - Capital Expenditure PLA (M5) (A34)

#### *Scope of Appropriation*

This appropriation is limited to the purchase or development of assets by and for the use of the Parliamentary Counsel Office, as authorised by section 24(1) of the Public Finance Act 1989.

#### *Capital Expenditure*

	2023/24		2024/25
	Final Budgeted \$000	Estimated Actual \$000	Budget \$000
Forests/Agricultural	-	-	-
Land	-	-	-
Property, Plant and Equipment	200	200	200
Intangibles	1,000	1,000	2,630
Other	-	-	-
<b>Total Appropriation</b>	<b>1,200</b>	<b>1,200</b>	<b>2,830</b>

#### *What is Intended to be Achieved with this Appropriation*

This appropriation is intended to achieve investment in the renewal and replacement of life-expired assets in support of the delivery of the Parliamentary Counsel Office's services.

#### *How Performance will be Assessed and End of Year Reporting Requirements*

Expenditure is in accordance with the Parliamentary Counsel Office's long-term capital expenditure plan.

#### *End of Year Performance Reporting*

Performance information for this appropriation will be reported by the Parliamentary Counsel Office in its Annual Report to be presented in the House.

#### *Reasons for Change in Appropriation*

The increase in this appropriation for 2024/25 is due to the alignment of the appropriation with Parliamentary Counsel Office's current Capital Asset Management Plan.

*Capital Injections and Movements in Departmental Net Assets***Parliamentary Counsel Office**

Details of Net Asset Schedule	2023/24 Estimated Actual \$000	2024/25 Projected \$000	Explanation of Projected Movements in 2024/25
Opening Balance	13,591	13,591	
Capital Injections	-	-	
Capital Withdrawals	-	-	
Surplus to be Retained (Deficit Incurred)	-	-	
Other Movements	-	-	
<b>Closing Balance</b>	<b>13,591</b>	<b>13,591</b>	