Office of the Legislative Assembly

Annual report 2025-2026

PEACE, ORDER & GOOD GOVERNMENT

The Office of the Legislative Assembly acknowledges and pays respect to the past and present Traditional Custodians and Elders of this nation and the continuation of cultural, spiritual, and educational practices of Aboriginal and Torres Strait Islander peoples.

The Office values their contribution to the life of our city and to the Canberra region.

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Transmittal letter

Office of the Legislative Assembly

Jeremy Hanson CSC MLA
Speaker of the Legislative Assembly
speaker@parliament.act.gov.au

Dear Mr Speaker,

I am pleased to submit, for your information and presentation in the Legislative Assembly, this annual report of the Office of the Legislative Assembly (the Office) for the financial year ending 30 June 2026.

Pursuant to section 7B of the *Annual Reports (Government Agencies) Act 2004*, this report is an account of the Office's management during the reporting period.

I commend the report to you.

Your sincerely,



Hamish Finlay
Acting Clerk of the Legislative Assembly

October 2026

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Contents

Transmittal letter ii

The Clerk's foreword 1

2025-26 at a glance 2

- Chamber proceedings 2
- Legislation 2
- Questioning the executive 2
- Committee support 2
- *Bright Hawk 3* 2
- Staff engagement survey participation 2
- Assembly Latimer House review begins 3
- New Hansard search function 3
- Public entrance upgrade 3
- Respect in the Workplace hub launched 5
- Strategic planning begins 5
- Update to budget protocols 5
- Assembly library 5
- Continued capital works 5
- Digital transformation 6

The year ahead 6

- Strategic planning 6
- Survey of members 6
- Latimer House assessment 6
- Enterprise bargaining 6
- Digital transformation and information management 6
- Induction program 7
- *Closing the gap* 7
- Continued capital works 7
- Assembly library 7

Performance reporting

Organisational overview 9

- Legislative context 9
- Our priorities 10
- Our values 10
- Our structure 11

Assembly proceedings 12

- Chamber proceedings 12
- Assembly committees 12
- Procedural digest 19

The Office's performance 22

- Parliamentary advice and support 22
- Business administration and support 23
- Community and parliamentary engagement 25
- Interparliamentary relations 29
- Register of Lobbyists 32

Scrutiny reporting 34

Internal and external scrutiny 35

- Committee recommendations 35

Legislative and policy-based reporting

Risk management and internal audit 37

Audit and Risk Committee 37

Fraud and corruption prevention 38

Public interest disclosure 38

The public interest disclosure process .. 39

Making a public interest disclosure 40

More information 41

Public interest disclosures in 2025-26 ... 41

Freedom of information 41

Powers 41

Arrangements for public participation ... 41

Freedom of information procedures and contact points 42

Requests under the *Freedom of Information Act* in 2025-26 42

Internal accountability 43

Key management committees 43

***Human Rights Act 2004* 44**

Other reporting requirements 44

Access and inclusion 44

Free period products access 44

Closing the Gap priority reforms 45

Multicultural initiatives 45

Human resource performance 45

Staffing profile 45

Staff selection processes 47

Learning and development 48

Workplace health and safety 50

Asset management 51

Capital works 52

Contracting and procurement 53

Territory records 54

Sustainability reporting 54

Appendices

Appendix 1: Sitting days 57

Appendix 2: Proceedings 58

Appendix 3: Minutes of proceedings 59

Appendix 4: Bills and amendments 60

Appendix 5: Bills presented 61

Appendix 6: Questions with and without notice 62

Appendix 7: Orders for the production of documents 63

Appendix 8: Committee statistics 64

Appendix 9: Broadcasting and web management 68

Appendix 10: Library and reference services 69

Appendix 11: Members of the Assembly 70

Appendix 12: Office holders 71

Appendix 13: Ministers as of 30 June 2026 72

Appendix 14: Remuneration of MLAs 73

Appendix 15: Non-executive members' staff 74

Appendix 16: Inbound delegations 76

Appendix 17: Assembly Branch of the Commonwealth Parliamentary Association 77

Appendix 18: Education programs 78

Appendix 19: Financial statements and management discussion and analysis 79

The Clerk's foreword

Yumalundi[1] and welcome to the Office of the Legislative Assembly's annual report for the 2025-26 financial year.

During the reporting period, the Assembly's long-serving clerk and head of the Office, Tom Duncan, announced his retirement after 22 years of service. The achievements outlined in this report are a testament to his enduring leadership of the Office.

This reporting period covers much of the first half of the Eleventh Assembly's term. As such, the report highlights much of the Office's business-as-usual activities, providing independent support and advice to the Assembly, its committees, and members.

A major theme in this report is the Office's concerted effort to improve our services and facilities. Projects such as the Assembly Building public entrance upgrade have been highly visible examples of this commitment, creating a safer, more welcoming entry and bringing it up to physical accessibility standards. Work such as reconfiguring the Assembly website search function, digitising records, and improving document metadata and tagging forms part of longer-term initiatives to adopt best-practice approaches and improve access to parliamentary information and legacy content.

In the coming financial year, I look forward to finalising the Office's strategic plan which, guided by considerable staff input, will set our trajectory for the next four years. This will be the platform from which our team will work to adapt and innovate how we support the Assembly.



Hamish Finlay
Acting Clerk of the
Legislative Assembly

[1] *Yumalundi* [phr.] (Ngunnawal): welcome.

2025-26 at a glance

Chamber proceedings

The Office continued to provide procedural and administrative support to the operation of the chamber. The resignation of Mr Mark Parton MLA as Speaker in November 2025 and the subsequent election of Mr Hanson CSC MLA as Speaker on 2 December 2025 was the first time the Assembly changed presiding officer mid Assembly. The resignation of Mr Rattenbury MLA in May 2026 resulted in Ms Vassarrotti, a former Member, being elected through a countback to fill the casual vacancy. Ms Vassarotti was sworn in by the Chief Justice on 20 June 2026.

Legislation

During the reporting period, the Office facilitated the presentation of 32 executive bills and five private members bills in the Assembly. The Office also arranged for the notification of 31 bills that had been passed and processed 337 items of subordinate legislation.

Questioning the executive

The Office supported members in their scrutiny of the executive, processing 735 questions on notice. During the reporting period, members also asked 1,862 questions without notice (including supplementary questions without notice).

Committee support

As of June 2026, the Office supported eight standing committees and three select committees. During the reporting period there were 54 reports presented, 364 committee meetings were held, 900 submissions were received, and 1,090 witnesses gave evidence. Four select committees tabled their reports and dissolved during the reporting period.

Bright Hawk 3

In August 2025, the Office conducted a business continuity testing exercise called *Bright Hawk 3*. The exercise involved the Office's business continuity team, together with managers and staff from across the organisation, responding to a range of simulated business disruptions based on hypothetical scenarios. The outcomes of the exercise were valuable in identifying gaps in existing plans and informing updates to key continuity documentation.

Staff engagement survey participation

In September 2025, the Office participated in the ACT Public Sector Employee Survey. Its results provided valuable insights into our employees' experiences of the workplace, helping to identify areas of strength as well as opportunities for further improvement.

The results were highly positive, indicating that Office staff are more satisfied and engaged than the ACT Public Sector workforce overall, and more satisfied than when the Office last participated in the survey, in 2021. In particular, the Office recorded significantly higher scores than the ACTPS average in engagement and commitment and loyalty, reflecting a strong and positive workplace culture.

Assembly Latimer House review begins

Through Continuing Resolution 8A, the Assembly has endorsed and adopted the *Commonwealth (Latimer House) Principles on the Three Branches of Government* which set out the fundamental principles that ought to govern the relationship between the three branches of government. The resolution requires that the Speaker appoint a suitably qualified person to assess the implementation of the principles in the second year after a general election for each alternate Assembly.

In November 2025, the Speaker appointed the following persons to conduct the review:

- David Blunt AM, former Clerk of the NSW Legislative Council
- Andrew Young, former Clerk of the Victorian Legislative Council
- Prof. Gabrielle Appleby, Professor at the Law Faculty of University of New South Wales

Their report is due for presentation to the Assembly in the latter half of 2026.

New Hansard search function

In November 2025, the Office launched a new advanced search function on the Hansard website, designed to make finding information in the Assembly's permanent record faster and more user friendly. Developed in response to user feedback, the new search allows users to filter results by year and type of proceeding.

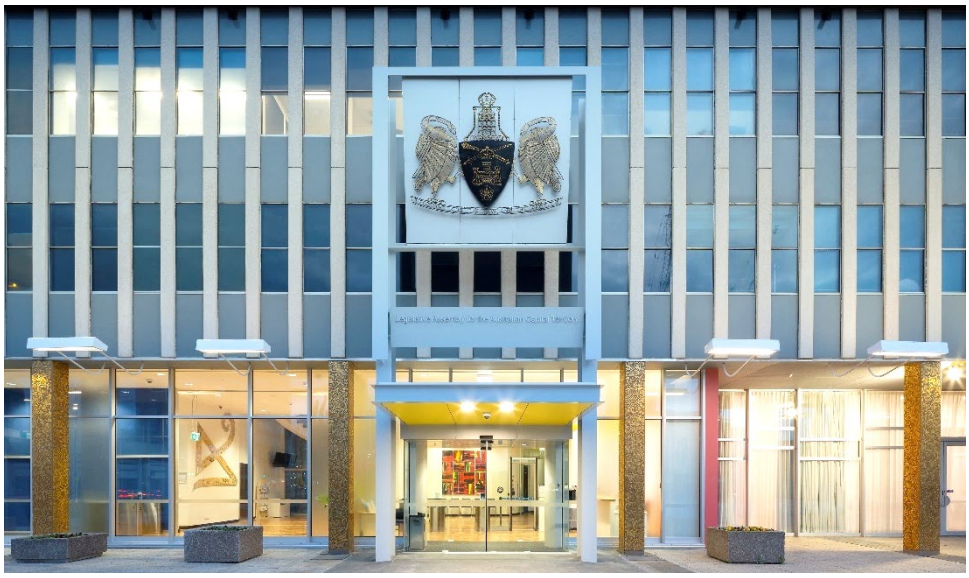
Public entrance upgrade

Construction began in March 2026 on the upgrade of the Assembly building's public entrance, designed to enhance physical security and improve accessibility for visitors, Members and staff.

The project includes a new visitor reception area, a dedicated entrance for Members and staff, and replacement of the timber flooring in the public entrance foyer and Reception room. A temporary public entrance was established during construction to maintain security screening and public access to the building.

The upgraded public entrance is open with the project expected to be completed by the end of August 2026.







The renovated Assembly building public entrance (Source: PROJEX Building Group)

Respect in the Workplace hub launched

In February 2026, the Office launched a Respect in the Workplace hub on the Assembly intranet to support awareness of psychosocial health and safety and promote a respectful workplace culture. The hub provides staff with access to a range of resources, including the Respect in the Workplace Policy, available support services, guidance on responding to inappropriate workplace behaviour, and complaint reporting mechanisms. Resources are also available for employees who are the subject of allegations.

The hub is part of the Office's ongoing efforts to strengthening the safety and wellbeing of the Assembly precincts as a workplace.

Strategic planning begins

In March 2026, the Office began its latest strategic planning process with staff participating in small-group discussions to assess changes in the operating environment and explore opportunities to enhance service delivery. At the end of this reporting period, this input was being assessed by the Executive Management Committee (EMC).

Update to budget protocols

In March 2026, the Speaker and Chief Minister agreed to revised budget protocols. The protocols provide for special arrangements relating to the development of appropriations for the Office of the Legislative Assembly, Auditor-General, Integrity Commission, and Electoral Commission. They also provide for the development of funding levels for the ACT Ombudsman.

The protocols recognise the Assembly's adoption and endorsement of the Latimer House Principles, which promote an independent process for developing parliamentary budgets. They also acknowledge the financial initiative of the Executive by which only a minister may propose legislation to appropriate public money of the Territory.

Assembly library

Over the reporting period, the Library upgraded its digital repository and signed new license agreements and subscriptions with vendors, increasing the number of journal and research databases available to clients. Work has also begun to support the ongoing review of physical, non-lending collections.

Continued capital works

During the reporting period, the Office invested $365,000 in various capital works projects. Upgrades to the Assembly building included replacement of all clocks including the installation of new clock infrastructure, and a GPS-synchronised master clock system, upgraded security equipment, replacement of defective window tinting in Ministerial offices, and upgrades to HVAC systems.

Digital transformation

The Office's digital team continued long-term work on the enterprise-wide parliamentary information management system, took steps to improve broadcasting quality, and contributed to the digital art gallery refresh project.

The year ahead

Strategic planning

The Office will finalise its strategic plan for the next four-year period.

Survey of members

The Office will conduct a survey of non-executive members and ministers. The survey will inform the development of the Office's strategic plan and priorities for the next four years.

Latimer House assessment

The report on the assessment of the ACT's performance against the Latimer House Principles will be referred to the Standing Committee on Administration and Procedure for inquiry and report.

Enterprise bargaining

Enterprise bargaining continues across the ACT Public Sector, with the ACT Public Sector Office of the Legislative Assembly Enterprise Agreement expected to be put to employees for a vote in the second half of 2026. As the Office prepares for future challenges and opportunities, the bargaining process provides a valuable mechanism for reviewing workplace practices, driving continuous improvement, and ensuring employment arrangements remain fit for purpose.

Digital transformation and information management

In the next reporting period, the Office will continue ongoing work to enhance the technologies and systems that support chamber operations, parliamentary reporting, and information access. This includes improving the Hansard search functionality and metadata to make proceedings easier to find, navigate, and use, while continuing to test new transcription approaches to reduce workflow risks and improve efficiency.

Updates to key IT systems supporting chamber operations will commence in 2026-27 and work will continue to develop and implement new technologies that assist the production of chamber documents and procedures. Cyber security will remain a priority, with a focus on strengthening governance, risk management, business continuity, and system resilience to ensure the Assembly digital services remain secure, reliable, and effective.

Induction program

A review of induction and onboarding processes will be undertaken to identify opportunities for improvement and ensure new employees are provided with a positive, engaging, and supportive introduction to the workplace. The review will focus on strengthening workplace culture from the first day of employment by enhancing the employee experience and fostering a sense of belonging, ensuring all employees feel welcomed, connected, and equipped to succeed in their roles.

Closing the gap

The Office of the Legislative Assembly will continue to work collaboratively with ACT Government agencies to identify and promote emerging cultural awareness and capability-building opportunities, further strengthening an organisational culture that values diversity, understanding, and inclusion.

Continued capital works

During 2026-27, work will commence on priority building works focused on upgrading the heritage roof and improving fire compliance to maintain the integrity, safety, and long-term functionality of the precinct.

Assembly library

In 2026-27, the Library will continue to review its physical non-lending collections with a goal of one digital copy and one physical copy of all historical materials. Work will also commence on creating digital member pages that will co-locate press clippings and media releases from across digital repository collections for any member that a user selects, past or present.

Performance reporting

Organisational overview

Legislative context

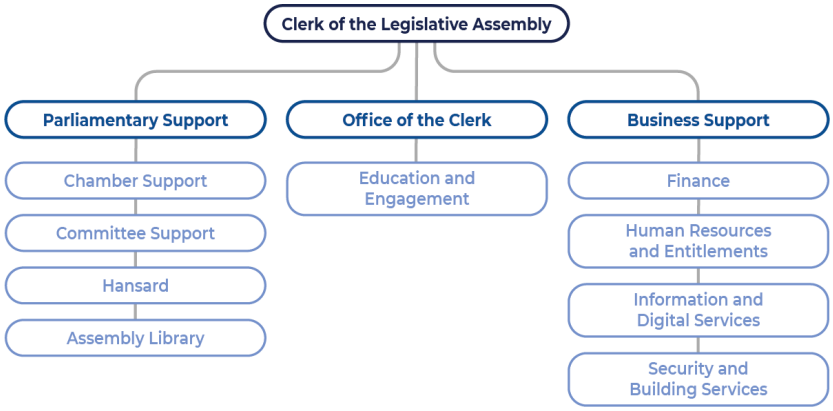
The Office of the Legislative Assembly, headed by the Clerk, supports the Assembly as the democratic body responsible for considering and passing laws, holding the executive to account, and representing the people of the Australian Capital Territory (ACT).

The Office is established as an independent statutory agency under the *Legislative Assembly (Office of the Legislative Assembly) Act 2012*. Section 6 provides that the function of the Office is to give impartial advice and support to the Assembly, its committees, and members, including by:

- providing advice on parliamentary practice and procedure and the functions of the Assembly and committees,
- reporting proceedings of the Assembly and meetings of committees,
- maintaining an official record of proceedings of the Assembly,
- providing library and information facilities and services for members,
- providing staff to enable the Assembly and committees to operate efficiently,
- providing business support functions, including administering the entitlements of members who are not part of the executive,
- maintaining the Assembly precincts (including, through the *Legislative Assembly Precincts Act 2001*, providing security services), and
- providing public education about the function of the Assembly and its committees.

The Office has functions under other legislation, including the *Legislative Assembly (Broadcasting) Act 2001* and the *Legislative Assembly Precincts Act 2001*. The Clerk and staff of the Office also perform a wide range of essential parliamentary roles arising from the Assembly's standing orders and continuing resolutions, and parliamentary practice and procedure more generally.

All staff within the Office are accountable to the Clerk. The Office is accountable for its performance to the Assembly as a whole through the Speaker. Neither the Clerk, nor staff of the Office, are subject to direction from a minister or the ACT Executive.



Organisational structure of the Office of the Legislative Assembly as of 30 June 2026

Our priorities

The strategic plan for 2022-2025 sets out the following priorities for the Office:

- **Our people and culture:** Ensuring that we have a happy, healthy, safe workplace in which our staff are valued and where respect, collegiality and teamwork give us a sense of common purpose in contributing to the important work that we undertake on behalf of or in support of the legislative arm of government in the ACT.
- **Enhanced communication, processes, and systems:** Ensuring we challenge the status quo and think innovatively about how we communicate and the processes and systems we use to perform our work, with a focus on integration, process improvement, and efficiency across the organisation.
- **Institutional and organisational strengthening/resilience:** Ensuring the independence of the Assembly, its committees, the Office, and the democratic functions that they perform.

Our values

The Office operates within a values framework.

Independence and impartiality

- We value the principles and guidelines embodied by the Latimer House principles as a clear statement of the best practice operation of, and relationship between, the three branches of government, including the principle that Parliament should be serviced by a professional staff independent of the regular public service.
- We value the checks and balances embodied in the ACT's form of government and the separation of powers between the Legislative, Executive and Judicial branches. This helps us provide advice and support to the Assembly and all its members without fear, favour, or bias.

Professionalism

- We value our professional relationships with MLAs, their staff, members of the ACT community, the public sector, and the wider community of parliaments.
- We are conscientious, knowledgeable, and prudent in our work.

Honesty and Integrity

- We are honest and stand up for our values in all of our dealings.

Transparency

- We are open about how we perform our roles and the decisions we make.

Our structure

The Office is organised into three branches – the Office of the Clerk, Parliamentary Support, and Business Support – and is overseen by an Executive Management Committee (EMC).

The Office of the Clerk

The Office of the Clerk is responsible for certain governance and procedural matters as well as for parliamentary education and engagement.

Parliamentary Support Branch

The Parliamentary Support Branch is responsible for advising and supporting key parliamentary activities, including:

- **Chamber Support:** Providing administrative and procedural advice and support to the operation of the chamber.
- **Committee Support:** Providing administrative and procedural advice and support to the Assembly standing and select committees.
- **Hansard:** Providing transcripts of Assembly and committee proceedings.
- **Assembly Library:** Providing library information and reference services for MLAs, their staff, Office staff, and other ACT public sector employees.

Business Support Branch

The Business Support Branch is responsible for servicing and advising non-executive members, their staff, the Clerk and Office staff in relation to a range of key functions, including:

- **Finance:** Providing financial and budgetary management services.
- **Human Resources and Entitlements:** Providing HR, payroll, and entitlements advisory services.
- **Information and Digital Services:** Providing ICT, records management, and broadcasting services.
- **Security and Building Services:** Providing security, facilities, and building management services.

Executive management committee

The EMC advises the Clerk in relation to governance and decision-making across the Office. It comprises of the:

- Clerk (Chair)
- Deputy Clerk and Serjeant-at-Arms
- Executive Manager, Business Support
- Senior Director, Office of the Clerk
- Senior Director, Committee Support
- Chief Finance Officer, and
- Clerk's Executive Officer.

Assembly proceedings

Chamber proceedings

In 2025-26, the Office provided procedural services to members and their staff and ensured the efficient functioning of the business of the Assembly on 39 sitting days.

The following table compares chamber activity in 2025-26 with the previous reporting period. It shows an increase in activity, which is attributed to the fewer number of sittings in 2024-25 due to the 2024 election.

Table 1: Chamber activity in 2025-26 reporting period compared with 2024-25 reporting period

Proceeding type	2024-25	2025-26
Bills presented	37	37 –
Bills passed and notified	35	31 ▼
Bills amended	10	12 ▲
Items of subordinate legislation tabled	306	337 ▲
Petitions presented	54	112 ▼
Questions placed on the Notice Paper	571	735 ▲

A full range of statistics on the business of the Assembly for this and previous years is included in the appendices of this report.

Assembly committees

Committees contribute to the work of the Legislative Assembly by inquiring into and reporting on a broad range of issues. By conducting inquiries, the committee process ensures that executive government is accountable and that members of the community have opportunities to participate in the governance of the Territory.

Committee inquiries can arise from a direct referral by the Legislative Assembly, from statutory requirements, or as determined by individual committees through self-referral.

Committees

As of 30 June 2026, the Office supported the following eight general purpose standing committees, which were established on 3 December 2024 (unless otherwise stated):

- Standing Committee on Administration and Procedure (established 6 November 2024)
- Standing Committee on Economics, Industry and Recreation
- Standing Committee on Environment and Planning (renamed 26 June 2025)
- Standing Committee on the Integrity Commission and Statutory Office Holders
- Standing Committee on Legal Affairs

- Standing Committee on Public Accounts and Administration
- Standing Committee on Social Policy, and
- Standing Committee on Transport and City Services (established 26 June 2025).

The Office supported seven select committees:

- Select Committee on Caretaker Conventions, established on 5 March 2025 and dissolved on 26 February 2026.
- Select Committee on Estimates 2025–2026, established on 15 May 2025 and dissolved on 29 August 2025.
- Select Committee on the Proposed Amendment to the Appropriation Bill 2025–2026, established on 3 September 2025 and dissolved on 15 September 2025.
- Select Committee on the Fiscal Sustainability of the ACT, established on 4 December 2025.
- Select Committee on Estimates 2026–2027, established on 24 February 2026.
- Select Committee on Financial Management and Government Procurement Legislative Compliance, established on 26 February 2026 and dissolved on 10 June 2026.
- Select Committee on Privileges 2026, established on 6 May 2026.

Committee membership

Committee composition reflects the party configuration of the Assembly, as required by standing order 221.

At the start of the reporting period, the Standing Committees on Legal Affairs, Public Accounts and Administration, the Integrity Commission and Statutory Office Holders, and Transport and City Services each had three members. The Standing Committees on Administration and Procedure and Environment and Planning each had four members. The Standing Committee on Social Policy had five members and the Standing Committee on Economics, Industry and Recreation had six members.

On 4 December 2025, the Assembly decreased the membership of the Standing Committee on Social Policy from five to four members and the membership of the Standing Committee on Economics, Industry and Recreation from six to five members. It also increased the membership of the Standing Committee on Public Accounts and Administration from three to four members.

On 26 March 2026, the Assembly added two non-voting members to the Standing Committee on Administration and Procedure, and a third on 10 June 2026. On 12 June 2026, the Assembly increased the membership of the Standing Committee on Transport and City Services from three to four members.

Statutory responsibilities of committees

In addition to inquiry activity, four committees have significant statutory responsibilities.

- Section 38(1) of the *Territory's Human Rights Act 2004*: The relevant standing committee must report to the Legislative Assembly about human rights issues raised by bills presented to the Assembly. The Standing Committee on Legal Affairs, in its legislative scrutiny role, performs this function by examining all bills and subordinate legislation to ensure that legislation does not unduly trespass on individual rights and liberties and complies with the Act.
- Section 70 of the *Planning Act 2023*: The minister must refer draft major plan amendment documents to an appropriate committee of the Legislative Assembly within five working days after the day the draft amendment is published on the website of the Territory Planning Authority. The committee has 15 working days in which to advise the minister whether it will prepare a report on the draft amendment. Consideration of draft major plan amendments is the responsibility of the Standing Committee on Environment and Planning.
- The *Auditor-General Act 1996* empowers the relevant standing committee (in this case the Standing Committee on the Integrity Commission and Statutory Office Holders) to undertake a range of duties in relation to the Auditor-General. This includes the requirement that the Committee agree to any proposed appointment of an Auditor-General, and its involvement in the strategic review of the Auditor-General.
- The *Integrity Commission Act 2018* requires that the relevant committee be consulted on the appointment or suspension of the Commissioner or the Inspector and receive confidential reports from the Commission. Under the Eleventh Assembly's resolution of establishment for committees, these functions were allocated to the Standing Committee on the Integrity Commission and Statutory Office Holders.

Other statutory responsibilities

Various pieces of legislation give Assembly committees other functions. These roles include:

- receiving information reports, covering areas such as board members' interests and land acquisitions, and
- being consulted on matters such as the content of annual reports, draft reserve management plans, statutory appointments, and the Assembly's annual appropriation.

The Speaker has, under certain Acts, the responsibility of allocating specified statutory functions to the Assembly's standing committees. The Speaker makes these allocations through written schedules that are published on the Assembly website. There is one schedule setting out which committees perform statutory functions generally and a second schedule setting out which committees consider certain statutory appointments.

Ministers regularly consult with Assembly committees on proposed appointments to statutory positions, including government boards. This is a requirement under section 228 of the *Legislation Act 2001*. Appointments cannot be made until the committee has responded or until 30 days have passed, whichever is earlier.

In the reporting period, committees considered 94 statutory appointments. Under continuing resolution 5A, committees are to table a schedule listing the appointments that a committee has considered during the applicable period. For each proposed appointment, the schedule must include the date the request for consideration was received from the responsible minister and the date the committee's response and comment, if any, was provided.

Referral of bills to committees

All bills presented to the Assembly are referred to a relevant standing committee for inquiry under standing order 174. Committees have three weeks – or one week after the relevant scrutiny report is tabled, whichever is later – to decide to undertake an inquiry, and three months to inquire and report on a referred bill should it chose to do so. The Speaker must notify all members of a committee's decision to inquire.

The Speaker may determine which committee a bill is referred to if its subject matter makes such referral unclear.

Committee activity

In the 2025-26 reporting period, committees met on 364 occasions, held 100 public hearings, and tabled 54 reports in the Assembly. The table below gives a snapshot of committee activity and, in most respects, indicates an increase in activity compared with 2024-25 – a result of the 2024 election.

Table 2: Committee activity in 2025-2026 compared with 2024-2025 reporting period

Proceeding type	2024-2025	2025-26
Number of meetings	247	364 ▲
— of public hearings	78	100 ▲
— of private meetings	166	262 ▲
— of other meeting types	3	2 ▼
Number of meeting hours	358	526 ▲
— of public hearing hours	231	320 ▲
— of private meeting hours	125	201 ▲
— of other meeting type hours	2	5 ▲
Number of witnesses	626	1090 ▲
Number of submissions received	530	900 ▲
Number of petitions referred	18	40 ▲
Number of reports presented	30	54 ▲
Number of statutory appointments considered	123	94 ▼
Number of statements made under Standing Order 246A	29	40 ▲

Government responses to committee reports

The Office monitors the receipt of government responses to committee reports, which must be tabled in the Assembly within four months of presentation under standing order 254B.

Table 3: Status of government responses to committee reports due in the 2025-26 reporting period

Response	Number
Responses due	26
— Received on time (≤ four months)	20
— Received late (> four months)	2
— Outstanding as of 30 June 2026	4

Committee highlights

Reporting highlights

Among the 54 reports tabled by committees during the reporting period, selected highlights include reports for the following inquiries:

- caretaker conventions
- insurance costs in the ACT
- legislation on proposed firearms reform
- men's suicide rates
- the June 2025 report of the Inspector of the ACT Integrity Commission, and
- the operation of the 2024 ACT Election and *Electoral Act 1992*.

Witness gender breakdown

From April 2023, the Office has collected self-reported data on the gender of inquiry witnesses. The aim is to determine whether committee inquiries are meeting the needs and allowing the participation of a range of genders in Canberra. Participation is voluntary and open field.

Table 4: Breakdown of witnesses participating in inquiries completed in the 2025-26 reporting period

Gender (self-reported)	Number
Female	471
Male	479
No response	140
Total	**1090**

Inquiry into the procurement and delivery of MyWay+

The Standing Committee on Environment and Planning tabled its report for this inquiry on 30 October 2025. The inquiry examined the new public transport ticketing system in the ACT, attracting considerable public interest with 109 submissions received, as well as holding three public hearings.

The report made seven recommendations, all of which were agreed by the Government in its response of 26 February 2026. During the inquiry, the committee was able to highlight cybersecurity vulnerabilities of MyWay+, the remediation of which was credited to the committee's inquiry.

Inquiry into the management of strata properties

The Standing Committee on Legal Affairs released its report for this inquiry on 29 April 2026. The committee received 128 submissions, and the inquiry gained a high public profile with several articles in local news media. It held four days of public hearings in which over 56 witnesses gave evidence.

The report made 33 recommendations, most notably recommending the creation of a Strata Commission with dispute resolution and education roles. It also recommended legislative amendments requiring the disclosure of commission arrangements and conflicts of interest by strata managers. The Government agreed (in full or in principle) to 23 recommendations, noted seven, and disagreed with four – opting to both note and not agree to two parts of the same recommendation.

Inquiry into the Canberra Institute of Technology CEO recruitment process

On 19 March 2026, the Assembly referred this inquiry to the Standing Committee on Public Accounts and Administration with a short reporting deadline of 4 May 2026. As part of collecting evidence, the committee issued a summons to appear to the Canberra Institute of Technology (CIT) CEO, which is the third time an Assembly committee has used its power to summons. The CEO's hearing was held in camera, with the transcript published later.

The findings in the committee's report was a contributing factor in the Assembly further referring this matter to a privileges committee.

Site visit to Wagga Wagga

On 7 November 2025, members of the Standing Committee on Economics, Industry and Recreation conducted a site visit to Wagga Wagga as part of its inquiry into barriers and opportunities for participation in community sports. Members spoke with local sports clubs and toured the city's public sports facilities with council members.



Committee members at the Wagga Wagga Multi-Purpose Stadium (L to R: Mayor Dall Tout, Kadison Hofert, Elizabeth Lee MLA, Fiona Carrick MLA, Shane Rattenbury MLA, and Ben Creighton)

Standing Committee on Administration and Procedure

The Standing Committee on Administration and Procedure met on 18 occasions. Its main tasks were to set the program for private members' and Assembly business, and to undertake self- or Assembly-referred inquiries.

The committee presented two reports during the reporting period:

- one concerning an investigation conducted by the Commissioner for Standards into alleged breaches of the Code of Conduct, and
- one recommending changes to the Standing Orders relating to questions without notice and order for the production of documents.

In December 2025, the Commissioner for Standards investigated a complaint against a member relating to allegations of improper behaviour. The committee agreed with the Commissioner's findings that the member was in breach of the Code of Conduct and required them to apologise to the Assembly.

The committee endorsed the Speaker's appointment of a team to review the implementation of the Latimer House Principles in the ACT. It also agreed that Aboriginal and Torres Strait Islander cultural awareness be added to the suite of on-line training available to all members and staff.

Other matters discussed by the committee concerned possible budget bid requests, the Respect in the Workplace policy and the Workplace Injury Prevention statement; work health and safety obligations of members, and the inclusion of independents at meetings of the Committee as non-voting members.

Standing Committee on Legal Affairs (Legislative Scrutiny Role)

The Standing Committee on Legal Affairs, performing its legislative scrutiny role, met on 13 occasions. During this reporting period the committee issued 13 reports. It considered:

- 38 bills
- 371 items of subordinate legislation
- 39 government responses
- two responses from private members
- six regulatory impact statements
- 14 amendments to bills, and
- Five national regulations.

Procedural digest

Orders for the production of documents

Standing order 213A makes provision for the Assembly to order the tabling of any document held by the Executive, its agencies, or entities that are subject to ministerial direction or control.

In 2024-2025, there were 11 such orders made by the Assembly. During the current reporting period there were nine such orders. These are listed in Appendix 7.

New standing orders adopted in relation to questions without notice and orders for production of documents

On 2 September 2025, the Assembly adopted a report by the Standing Committee on Administration and Procedure recommending the adoption of new and amended standing orders.

New standing order 118AA allows the Speaker to determine, either during or at the conclusion of question time, that an answer to a question without notice or a supplementary question was not responsive to the question. In such a case, the Speaker may direct the minister to provide a written response to the question and lodge it with the Clerk by 1:45pm the next day.

The Assembly also amended standing order 213A to, among other things, allow the executive to redact personal information from a document the subject of a production order. The Assembly also introduced new standing order 213B which allows the Chief Minister to request that the timeframe for the production of documents under a production order be extended or to vary the scope of a production order.

Transparency arrangements for members of the Legislative Assembly – interim report

During the period, the Standing Committee on the Integrity Commission and Statutory Office Holders tabled two reports on its inquiry into the effectiveness of transparency arrangements for members. In its interim report, the committee found that no case had been made for the publication of non-executive members' diaries. The committee also recommended that:

> the Clerk write to all entities on the ACT Register of Lobbyists, reminding them of the ACT Lobbyist Code of Conduct and Regulation Guidelines, and noting that these may differ from the Commonwealth and other state and territory requirements; and
>
> the Office of the Legislative Assembly examine whether it would be feasible to publish details of travel on Assembly or official business undertaken by non-executive members and their staff at least quarterly, instead of twice yearly.

The Speaker agreed with both recommendations, and these were implemented.

In its final report, the committee made a finding that there is an inherent conflict in executive government setting staffing allocations for members. It recommended that:

> the ACT Government, in consultation with the Standing Committee on Administration and Procedure, establish a transparent process for the ACT Remuneration Tribunal to determine staffing allocations for both executive and non-executive Members; and
>
> the ACT Government ensure that the legislative changes, guidance, and processes to enable the ACT Remuneration Tribunal to determine staffing allocations for Members be in place by the commencement of the Twelfth Assembly.

The committee's report contained a dissenting report by the government member.

Resignation of Speaker

On 2 December 2025, the Clerk informed the Assembly that on 10 November 2025 he had received a letter of resignation from Speaker Mark Parton MLA.

The Assembly proceeded to elect a new Speaker. Mr Jeremy Hanson CSC MLA was elected unopposed and took the Chair. He then made a statement recognising the former Speaker as the new Leader of the Opposition.

Censure motions

On 30 October 2025, the Minister for Transport was censured by the Assembly for 'the ACT Government's performance on the procurement and delivery of MyWay+'.

On 11 June 2026, the Minister for Education and Minister for Homes, Homelessness, and New Suburbs was censured by the Assembly for 'the ACT Government's performance in the critical areas of education and housing'.

Former member makes valedictory speech

MLAs who lost their seats at the 2024 election were invited to make a valedictory speech following the initiative of the President of the Former Members Association and the agreement of the Speaker. One former member took up the invitation and gave a speech at a function held in the Assembly chamber on 9 December 2025. A number of current members also made speeches about the former member's time in office.

Committee inquiry leads to privileges committee

On 19 March 2026, the Assembly referred to the Standing Committee on Public Accounts and Administration an inquiry into the appointment of the CEO of the Canberra Institute of Technology (CIT). The Committee reported on 4 May 2026. Amongst the committee's findings was that it was 'extraordinary that a public sector employee required a summons to attend a hearing of a Committee of the Legislative Assembly'. The committee's summons was only the third time in the Assembly's history that a summons had been issued. The committee also commented on the use of legal representation by witnesses noting that, other than witnesses having a right to legal counsel during hearings, legal representatives have no official standing with the Committee.

On 6 May 2026, the Speaker granted precedence to a motion moved by the Leader of the Opposition on the establishment of a Select Committee on Privileges. The privileges committee was to examine whether, in relation to the inquiry by the Standing Committee on Public Accounts and Administration, the CEO was in contempt of the Assembly by giving false and misleading evidence, failing to produce documents and any other related matters. The Assembly passed the motion establishing the committee, which is expected to report early in 2026-2027.

Retirement of Clerk

On 12 June 2026, the Speaker moved a motion of thanks to Mr Tom Duncan, Clerk of Legislative Assembly, upon his impending retirement. Tom joined the Assembly in 1990 and was Clerk for over 22 years, serving all 97 members that have sat in the history of the Assembly. He sat through 1,333 sitting days, helped draft 167 Speaker's rulings, saw 32,938 questions without notice asked and signed 2,291 acts of the Territory. Among the many contributions Tom made to other parliaments and organisations he was the inaugural vice-president and second president of ANZACATT.

The Office's performance

Parliamentary advice and support

Questions

There were 735 questions placed on the Questions on Notice Paper in 2025-26. Members asked a total of 1,862 questions without notice (including supplementary questions without notice).

Petitions

During this reporting period, 112 petitions were presented to the Assembly (including 73 e-petitions). This is more than double the previous reporting period and sets a new record.

A total of 58 petitions were referred to committees for consideration (including 35 e-petitions). Of these, 56 met the terms of standing order 99A, which automatically refers petitions with more than 500 signatures to the relevant committee for consideration. The remaining two petitions were referred to committees by the Assembly in accordance with standing order 99.

Fourteen e-petitions were open for signature at the end of the reporting period.

Hansard

The Office transcribed, edited, and published 232.8 hours of Assembly proceedings, an increase of 13 per cent on financial year 2023-24 and an increase of 36 per cent compared to the 2024-25 financial year, which had fewer hours due to the 2024 election. Committee activity also increased substantially, with the Office transcribing, editing, and publishing 301.25 hours of committee hearings during the reporting period, an increase of 47 per cent on 2023-24 and 52 per cent on 2024-25.

The Office launched a new advanced search function and improved the web accessibility of Hansard documents.

The Office also transcribed and edited 18.05 hours of hearings for the ACT Aboriginal and Torres Strait Islander Elected Body on a cost-recovery basis.

The Office continues to meet targets in the preparation, distribution, and publication of Hansard transcripts.

Table 5: Net hours of Hansard transcription in 2025-26 compared with previous reporting periods

Proceeding type	2023-2024	2024-2025	2025-2026
Assembly	205.55	170.65	232.83
Committees	205.53	198.80	301.25

Assembly library

During the reporting period, the Library established new license agreements with journal publishers and database vendors, significantly increasing the number of publications and articles available to users. This content is discoverable through the Library's discovery search tool, allowing users to find it alongside all other material in the Library collections. The Library also upgraded its DSpace digital repository platform, future-proofing its security and introducing an enhanced search interface.

Our review of physical, non-lending collections continued. A new workspace with a standing table and trolleys was installed in the Library to support this. Funds have also been allocated to procure a high-quality scanner for a project digitising rare, hard-to-access historical Legislative Assembly and ACT Government reports.

In 2025-26, over 250 hard copies of 'born-digital' reports[2] were removed from the physical collection and replaced with PDFs stored in the digital repository. This reduced the collection's physical footprint while simultaneously increasing the accessibility of these records. Thirteen boxes of materials were also permanently removed from offsite storage and their contents re-integrated into the onsite collection, rehomed, or withdrawn. Binders holding historical reports have been replaced with archival quality boxes.

A stocktake of the Library's lending collection was completed and a review of missing items is underway.

Business administration and support

The Office provides a range of administrative and support services across several functions to Assembly members and their staff, and to the staff of the Office of the Legislative Assembly. These include:

- information technology and information management
- protective security
- building services
- human resources and entitlements administration, and
- financial management.

Learning and development

The Office delivers a learning and development program designed to strengthen staff capability across both technical competencies and broader professional skills.

In 2025-26, places in courses offered through this program were made available to both OLA and non-Executive Members' staff wherever possible, ensuring training opportunities were fully utilised. This approach expanded access to professional development across staff working in the Assembly precincts, supporting capability building, knowledge sharing, and collaboration.

[2] Born-digital records are those published digitally, rather than digital copies of physically published records.

These opportunities complemented the workshops, training programs, and wellbeing initiatives already available to all Assembly staff through the Health and Safety Committee, contributing to a coordinated and inclusive approach to learning, development, and workplace wellbeing.

Cultural awareness training

During the reporting period, the Office received several requests to strengthen cultural awareness across the Assembly workforce. In response – and following the introduction of the Public Sector (Closing the Gap) Legislation Amendment Bill 2025 – an Aboriginal and Torres Strait Islander cultural awareness training module was made available to all Assembly staff online.

The Administration and Procedure Committee endorsed the delivery of this training through the Assembly's e-Learning provider, Safetrac, ensuring consistent and continued accessibility. This initiative supports the Assembly's commitment to fostering an inclusive, respectful, and culturally responsive workplace culture.

Performance and development plans

The Office completed significant work to enhance the performance and development plans (PDP) run through the Office's online platform following their successful rollout for Member's staff last year. The Office collaborated closely with the platform provider to improve the usability of PDP templates to ensure they operate as intended, supporting a more streamlined and effective performance management process.

Administration of official travel

During the reporting period, the Office provided travel management support for members to undertake official travel for five events, including conferences and committee travel. The associated costs are reported on the Assembly website and are updated every quarter.

Security

During the reporting period, the Security and Building Services team strengthened security awareness and preparedness through briefing sessions delivered in partnership with ACT Policing and Canberra Health Services. In October 2025, the Office's Protective Security Plan was also updated to address the unique security risks associated with the operation of the Legislative Assembly.

Regular use of the Assembly's intranet-based security incident reporting system continues.

Several meetings of the Protective Security Committee were held to discuss security issues relevant to the Assembly Precincts.

Building services

The Office continued to use the Assembly's Capital Asset Lifecycle Plan to inform investment priorities and direct funding towards the renewal and improvement of key capital assets across the Assembly precinct.

A range of asset maintenance arrangements were maintained to ensure building assets continue to meet required standards and remain fit for purpose. The majority of these services are delivered under an agreement with Infrastructure Canberra.

Emergency management

In line with *Australian Standards AS 3745–2010 – Planning for emergencies in facilities* and the Assembly Emergency Master Plan, the Office undertakes regular warden training, staff awareness sessions, and meetings of the Emergency Planning Committee, along with an annual fire drill.

Information and digital services

Broadcast video quality was improved through optimisation of camera settings and image processing to produce a cleaner, more consistent source image that performs better through stream compression. This reduced visible compression artefacts and improved overall clarity and colour consistency across both live and Video on Demand content.

The Office also progressed the move from 720p to 1080p full high-definition streaming, including testing and optimisation of encoding settings and available bandwidth.

The work modernising the Assembly's digital art gallery on the website continues.

Community and parliamentary engagement

Social media and website

The aim of the Office's communications activities is to promote the roles and functions of the Assembly and to encourage public participation in its processes.

As of 30 June 2026, the Office maintains accounts for the Assembly on Facebook, Instagram, and LinkedIn, each with different purposes:

- Facebook is the Office's primary platform, used to publish about proceedings, committee inquiries, and other public engagement content.
- Instagram is a secondary platform, used to share behind-the-scenes images and other graphic-based public engagement content. During the reporting period, the Office trialled sharing new committee inquiries open for submissions through its Stories function.

During the reporting period, the Office:

- published 98 posts and had a net gain of 565 new followers on Facebook (a total of 2,420 followers as of 30 June 2026),
- published 22 posts, 12 stories, and had a net gain of 35 new followers on Instagram (totalling 3,305 followers as of 30 June 2026), and
- ran seven advertisements for committee inquiries on Meta platforms (Facebook, Instagram, and Messenger).

The Assembly's primary website (parliament.act.gov.au) had 132,782 user sessions during the reporting period. Usage figures relating to the Assembly's three websites are provided at Appendix 9.

Parliamentary education

As part of its education and engagement program, the Office continued to develop and deliver programs to various audiences including:

- public sector staff
- school students and teachers
- the general public
- official delegations, and
- work experience students and interns.

Throughout the reporting period, 2,370 people participated in the Office's engagement and education programs with 51 occasions of member involvement in education-related activities. The Office continued to evaluate programs using surveys and achieved an average satisfaction rating of 2.8 out of 3 across all programs.

Detailed statistics on education programs are included in the appendices.

School visits and outreach activities

The Office delivered many school programs including:

- role-plays
- tours of the Assembly
- Question and answer sessions with MLAs
- digital programs
- the ACT Schools' Constitutional Convention, and
- the Committee Challenge program.

Due to the public entrance upgrades, the Office was constrained in the number of onsite participants it could accommodate during the period.

Despite the reduced onsite capacity, program numbers remained consistent. The Office increased digital programs for public sector staff and focused on promoting outreach and digital programs to schools as an alternative to Assembly visits.

> The structure and content of the program was really engaging for the kids. All the extra support materials were really helpful for the rest of our unit. We will be doing this again next year.
>
> **School visit feedback** (teacher)

The Office received requests for school outreach in schools from three out of the five electorates with all showing interest in participating again in 2027. We also continue to receive repeat bookings from schools that participated in education programs during the previous reporting period.

Work experience and internships

During the reporting period, work experience and internship placements in members' offices were undertaken by 28 students from local high schools and colleges, as well as the Australian National University.

Public sector seminars

Our *Public Sector Seminar* series remains one of the most popular programs delivered by the Office and accounts for over a quarter of participant numbers across all programs. Additionally, the Office has begun delivering a range of bespoke programs to numerous teams across the ACT Public Service, with overwhelmingly positive feedback and repeated visitation into 2026.

> [This program] gave me a much greater understanding of the Legislative Assembly. I found the information clear and presented in a way that was easy to understand.
>
> **PSS seminar participant**

2026 Youth Parliament

The Y approached the Office in 2025 to discuss delivering the first ACT Youth Parliament in over two decades. Together, a new program was developed for people aged 16 to 25 aimed at empowering young people in the Canberra region to get involved and have a say.

In February 2026, participants met for the first time at the Assembly and participated in the Office's committee challenge program. This introduction to the Assembly gave participants an understanding of the collaborative nature of committees and provided them with a solid foundation for their community consultation and research over the following months.

During this time, participants spent time developing bills, motions and 90-second statements across of a range of topics including healthcare, environment, accessibility and housing. Participants will present their ideas in the Assembly chamber during the first week of July 2026.



Youth MLAs in the chamber during debate of a bill, with Taimus Werner-Gibbings MLA in the chair (Source: The Y Canberra)

Legislative Assembly Art Advisory Committee

During the reporting period, the Office provided administrative support to the Legislative Assembly Art Advisory Committee.

The Office finalised the procurement process for a new Curatorial Advisor in June.

The committee met once in 2025-2026 and purchased 5 works:

- Nick Offer – *Rocks on the Molonglo* (no date)
- Aidan Harshorn – *Yiramir Mayiny (River People)* (2024)
- Molly Kamenz – *Reconstruction of* Batocara mitchelli (2025)
- Kate Matthews – *Portals_* (2023)
- Jenni Martiniello – *Long Golden Reeds Eel Trap* (2018)

The Office continues its work upgrading the art collection section of the Assembly website. The Office anticipates that the project will be completed by the end of the 2026-27 financial year.

Speaker's Art Prize

The Assembly continued its support for the Australian National University's Emerging Artist Support Scheme, awarding prizes of $500 each to two graduating students from the ANU School of Art and Design.

Janet Jeffs (*Sweetwater* 2025, oil on canvas) and Ira Gold (*The Blue Highway* 2025, acrylic) were recipients of the 2025 prizes. Both works are displayed in publicly accessible areas of the Assembly. As part of the Speaker's Art Prize package, both artists will have the opportunity to hold an exhibition of their works in the following year.

Interparliamentary relations

Commonwealth Parliamentary Association

The Office provides administrative support for the ACT Branch of the Commonwealth Parliamentary Association (CPA) and the Commonwealth Women Parliamentarians group (CWP). Members of the Branch have access to a large range of programs, publications, and training modules.

During the year the Office facilitated arrangements for:

- ACT branch annual general meeting in October 2025
- circulation of correspondence from CPA Headquarters
- activities of the Commonwealth Women Parliamentarians (CWP) network within the branch
- participation in the following programs:
    - 7-17 July 2025: CPA Advanced Residency Programme for Leadership in Parliament (Wellington, Aotearoa New Zealand)
    - 5-12 October 2025: 68th Commonwealth Parliamentary Conference (Bridgetown, Barbados)
    - 7-13 December 2025: Advanced Parliamentary Development Residency Program (Port of Spain, Trinidad and Tobago), and
    - 27-29 April 2026: CPA Small Branches workshop on strong and independent small parliaments (Malé, The Maldives).

Kiribati twinning arrangement

The ACT Legislative Assembly is partnered with the Maneaba ni Maungatabu Kiribati under a twinning arrangement developed between Australian and Pacific parliaments in 2007.

Ongoing and detailed procedural advice was sought and provided during the year by the Clerk and other officers of the Assembly on a number of occasions.

Notable interactions within the 2025-26 reporting period include:

- 25-28 August 2025: Participation by the Executive Manager, Business Support in a United Nations Development Program-led review of the Maneaba's institutional capacities.
- 4-8 September 2025: Visit by the Maneaba Public Accounts Committee.
- 11 November 2025: Then-Speaker Mark Parton wrote to Hon Willie Tokotaake MP, Speaker of the Maneaba, expressing condolences at the untimely death of Kiribati's First Lady, Madam Teiraeng Maamau.
- 15 March 2026: Visit by a delegation led by Hon Tangariki Reete MP, Minister for Tourism, Commerce, Industries, and Cooperatives and former Speaker of the Maneaba.
- 26 May 2026: Visit by a delegation led by Hon Tekeeua Tarati MP, Minister of Infrastructure and Sustainable Energy.



Visit of Hon Tangariki Reete MP, Canberra, Australian Capital Territory, March 2026



Commonwealth Parliamentary Conference, Bridgetown, Barbados, October 2025



Presiding Officers and Clerks Conference, Yaren, Naoero, July 2025



Visit of Hon Tekeeua Tarati MP, Canberra, Australian Capital Territory, May 2026



Visit of Hon Ruth Cross Kwansing MP, Canberra, Australian Capital Territory, May 2026



Australasian Council of Public Accounts Committees, Hobart, Tasmania, April 2026

- 5 May 2026: Visit by a delegation led by Hon Ruth Cross Kwansing MP, Minister of Women, Youth, Sports, and Social Affairs.

Presiding Officers and Clerks Conference

From 6 to 11 July 2025, then Speaker Mark Parton MLA and the Clerk attended the 54th Presiding Officers and Clerks Conference in Nauru. They presented a paper entitled *Parliamentary privilege and Judicial Scrutiny: The role of the Speaker as amicus curiae in tendered document disputes*.

Australia and New Zealand Association of Clerks-at-the-Table

The Australia and New Zealand Association of Clerks-at-the-Table (ANZACATT) is comprised of parliamentary officers from each house of parliament in Australia and New Zealand. It maintains an information sharing system, produces regular publications, and facilitates training programmes for parliamentary support staff.

In May 2026, an Office staff member started the ANZACATT parliamentary law, practice, and procedure course, with the residential component hosted by Adelaide University due to occur in July 2026.

In January 2026, two Office staff members attended the ANZACATT professional development seminar, hosted by the Parliament of New South Wales. The seminar's theme was *Preserving, Strengthening and Promoting Democracy*.

The Office continued to contribute entries to ANZACATT's regular publications *Parliament Matters* and *Table Talk*.

Australasian Study of Parliament Group

During the financial year, the ASPG ACT Chapter held five events which attracted significant in-person and online participation:

- 7 August 2025: "Conflicts of interest and questions of ethics for members of Parliament: an historical perspective", Dr Rosemary Laing (former Clerk of the Australian Senate)
- 25 November 2025: "The Online Parliamentary Handbook", Dr Andrew Banfield and Dr Nathan Church (Parliamentary Library, Parliament of Australia)
- 24 March 2026: "Can the Senate initiate a constitutional referendum?", Professor Emerita Anne Twomey AO (University of Sydney)

In October 2025, three staff members from the Office attended the ASPG Annual conference in Adelaide, South Australia on the theme of *Modern Parliaments: Changing Roles, Expectations and Challenges*.

Australasian Council on Public Accounts Committees

In April 2026, the Office supported the attendance of James Milligan MLA and Fiona Carrick MLA at the bi-annual conference of the Australasian Council on Public Accounts Committees in Hobart, Tasmania. Both members gave presentations and participated in panel discussions.

Australasian Parliamentary Educators Conference

In November 2025, the Office sent two educators to the annual Australasian Parliamentary Educators Conference (APEC) hosted by the New Zealand Parliament. APEC is a 3-day conference which brings together educators from parliaments across Australia and the Pacific to discuss and share best practice in civics and citizenship education in a parliamentary setting.

The theme for the conference was *Innovate, Connect, Engage: Pathways to Participation*. The Office delivered a presentation highlighting three initiatives aligning to that theme: a social media series with the Speaker, a partnership with the Ted Noffs Foundation program for at-risk youth, and the creation of new resources used at the Assembly's National Multicultural Festival stall.

Other engagements

During the reporting period, Office units have engaged in other interparliamentary work, including:

- hosting inbound visits with the Western Australian and Australian parliaments' Hansard teams focussed on sharing production processes and systems, and
- participating in Association of Parliamentary Libraries of Australasia online communities of practice on collections, data visualisation, and artificial intelligence.

Official gift collection

In February 2026, the Office audited its collection of official gifts received by the Assembly and its pre-self-government predecessors. A reduced collection was approved by the Clerk, with deaccessioned items returned to the Canberra community through op-shops, returned to relevant institutions, or disposed of if deterioration required it.

Work continues to develop a standing display of gifts from the collection in the precincts.

Register of Lobbyists

The ACT Register of Lobbyists has been in place since 1 January 2015. As of 30 June 2025, the register had 67 registrations comprising: 61 companies, four natural persons, and two partnerships. Eight registrations were removed from the register during the reporting period.

Scrutiny reporting

Internal and external scrutiny

Committee recommendations

This table outlines the status of committee recommendations directed towards the Office and the Speaker's response to them.

Table 6: Committee recommendations and response during the 2025-26 reporting period

Recommendations	Speaker's response
Standing Committee on the Integrity Commission and Statutory Office Holders: Inquiry into the effectiveness of transparent arrangements for Members of the Legislative Assembly (Interim Report)	
Recommendation 1 The Committee recommends that the Clerk write to all entities on the ACT Register of Lobbyists, reminding them of the ACT Lobbyist Code of Conduct and Regulation Guidelines, and noting that these may differ from the Commonwealth and other state and territory requirements.	The Clerk wrote to all entities on the ACT Register of Lobbyists via email on Thursday, 16 October 2025.
Recommendation 4 The Committee recommends that the Office of the Legislative Assembly examine whether it would be feasible to publish details of travel on Assembly or official business undertaken by non-executive members and their staff at least quarterly, instead of twice yearly.	The Office of the Legislative Assembly has determined that it is feasible to publish details of travel on Assembly or official business undertaken by non-executive members and their staff quarterly, and this arrangement has commenced.

Legislative and policy-based reporting

Risk management and internal audit

The Office remains committed to ensuring that all non-trivial risks are well managed across the organisation and that staff across the Office have the necessary skills and knowledge to incorporate risk management into the delivery of key functions for which they are responsible.

Based on AS/NZS ISO 31000:2018, the Office's risk management framework is designed to inform sound decision-making across the organisation and assist in promoting awareness and understanding of risk management issues amongst Office staff.

The Office maintains a register of strategic, or enterprise-level risks, owned by the Office's Executive Management Committee, which encompasses risk assessments and treatments directed towards risks associated with the performance of its statutory functions and key business objectives. Members of the Office's Executive Management Committee are required to report on risk treatment implementation throughout the year.

The Office also maintains:

- a protective security risk register, owned by the Office's protective security committee
- a workplace health and safety risk register, owned by the Assembly's health and safety committee, and
- a fraud and corruption risk register, owned by the Office of the Clerk and the Chief Finance Officer.

Specialised risk assessments are also developed at the section head or branch head level to address risks associated with particular projects or issues, or where there are significant changes in the Office's operating environment.

Audit and Risk Committee

The Office's Audit and Risk Committee reports directly to the Clerk of the Assembly.

Under the charter, the objective of the committee is to provide independent advice to the Clerk on the appropriateness of the Office's risk management, internal control, and compliance frameworks to ensure that the Office can fulfill its statutory functions and responsibilities.

Table 7: Internal audit committee members and meeting attendance

Name	Position	Service	Meetings attended
Will Laurie	Independent chair	From 1 January 2016	3
David Skinner	Member	From 29 August 2016	3
Sophie Milne	Member	From 27 July 2023	3

Cyber security review

The committee received a report on a review it had commissioned in the previous financial year in relation to the Office's cybersecurity governance. The report contained three recommendations, all of which were agreed.

Review of key documentation and procedures

During the period, the committee initiated an external governance review to examine the adequacy of the Office's documentation to support the reliable and ongoing delivery of its key functions in a number of areas. This included assessing whether documentation is current, appropriately authorised, and accessible to staff, and identifying any areas where documentation is incomplete, outdated, or absent, particularly where this may impact business continuity.

The review is due to report in early 2026-27.

Fraud and corruption prevention

The Office has a fraud and corruption prevention framework which aims to raise awareness of fraud and corruption matters within the organisation and provide guidance to staff and contractors about the prevention, detection and reporting of suspected fraud and corruption.

The Office reviewed and updated its fraud and corruption risk register during the period.

Public interest disclosure

Public interest disclosure is a process that aims to encourage people who become aware of certain misconduct in the public sector to come forward, by protecting them from retribution, reprisal, or retaliation. It also ensures that their information is investigated appropriately.

In the ACT, public interest disclosures are governed by the *Public Interest Disclosure Act 2012* (the Act), which provides a formal framework for determining which matters qualify as public interest disclosures, how public sector entities are to investigate and address such disclosures, and the protections given to people who make disclosures.

The types of actions, policies, practices, and procedures that are considered to be disclosable conduct, as defined in the Act, include:

- maladministration, or
- conduct that results in substantial and specific danger to public health or safety, or the environment.

Disclosable conduct is not:

- conduct that relates to a personal work-related grievance of the person disclosing the conduct, or
- conduct that gives effect to a Territory policy about amounts, purposes, or priorities of public expenditure.

In the ACT, public interest disclosures may relate to the disclosable conduct of a broad range of public sector entities and officials, including MLAs, their staff, or the Office of the Legislative Assembly and its staff.

The public interest disclosure process

Who can make a public interest disclosure?

Anyone can make a public interest disclosure about 'disclosable conduct' (see section 14 of the Act).

What happens to public interest disclosures relating to the Assembly?

If a public interest disclosure relates to the Clerk of the Legislative Assembly, a staff member of the Office of the Legislative Assembly, an MLA (member of the Legislative Assembly) or a staff member of an MLA, it must be referred to the Integrity Commission. The Integrity Commission must assess the disclosure and decide if, on reasonable grounds, it is:

- about disclosable conduct, and
- disclosed in the public interest, and
- not frivolous or vexatious (see section 17A of the PID Act).

Where the commission is satisfied that these criteria apply, the report is taken to be a public interest disclosure, and the Integrity Commissioner must investigate (see section 19(3) of the Act). There are requirements for the discloser to be kept informed about the investigation (see section 23 of the PID Act) and protected against reprisals for making the report.

The *Public Interest Disclosure (Integrity Commission – Managing Disclosures and Conducting Investigations) Guidelines 2021* govern how disclosures are investigated.

What action must be taken?

If a head of a public sector entity believes on reasonable grounds that disclosable conduct has occurred, is likely to have occurred, or is likely to occur, necessary and reasonable action must be taken to prevent the disclosable conduct continuing or occurring in the future. Further, if an investigation into the disclosable conduct has been completed, the entity must discipline any person responsible for the conduct (see section 24 of the Act).

What protections are there for disclosers?

There are legal protections for anyone who makes a public interest disclosure. If a person makes a public interest disclosure pursuant to relevant provisions of the Act, it is not:

- a breach of confidence, or
- a breach of professional etiquette or ethics, or
- a breach of a rule of professional conduct, or
- a contempt of the Assembly (if the disclosure relates to a member of the Legislative Assembly).

Making a public interest disclosure does not make someone liable to the risk of civil or criminal liability and, if the discloser is a public official, it does not create liability for administrative action (including disciplinary action of dismissal).

If a proceeding for defamation is brought because of a public interest disclosure, the discloser has a defence of absolute privilege for publishing the information.

It is also an offence to take detrimental action against someone who has made a public interest disclosure (the penalty is 100 penalty units or imprisonment for one year or both). Detrimental action means:

- discriminating against a person by treating, or proposing to treat, the person unfavourably in relation to the person's reputation, career, profession, employment, or trade, or
- harassing or intimidating a person, or
- injuring a person, or
- damaging a person's property.

For more information about protections for disclosers, see sections 35-42 of the Act.

Making a public interest disclosure

A report of disclosable conduct may be made:

- orally or in writing, or
- using any form of electronic communication.

Disclosures may be made anonymously and do not need to refer to the Act.

Disclosures relating to staff of the Office of the Legislative Assembly, an MLA, or a staff member of an MLA can be reported to the Clerk of the Legislative Assembly, the Auditor-General, the Ombudsman, the Integrity Commissioner, or the Assembly's disclosure officers (below):

Clerk of the Legislative Assembly
GPO Box 1020
Canberra ACT 2601
Email: clerk@parliament.act.gov.au
Phone: (02) 6205 0191

ACT Auditor-General
PO Box 275
Civic Square ACT 2608
Email: actauditorgeneral@act.gov.au
Phone: (02) 6207 0833

ACT Integrity Commissioner
GPO Box 1949
Canberra ACT 2601
Email: info@integrity.act.gov.au
Phone: (02) 6205 9899

ACT Ombudsman
GPO Box 442
Canberra ACT 2601
Phone: (02) 6276 3773

More information

For more information, you can consult these documents on the Legislation Register or contact the Assembly's disclosure officer:

- *Public Interest Disclosure Act 2012*: the legal framework for determining what disclosures qualify as public interest disclosures and the protections given to disclosers.
- *Public Interest Disclosure (Integrity Commission – Managing Disclosures and Conducting Investigations) Guidelines 2021*: a guide for public sector entities to administering their obligations under the Act.
- **David Skinner**
  Legislative Assembly disclosure officer
  Senior Director, Office of the Clerk
  Email: david.skinner@parliament.act.gov.au
  Phone: (02) 6205 0018

Public interest disclosures in 2025-26

The Office received no public interest disclosures during the reporting period.

Freedom of information

The Office is responsible to the Speaker of the Legislative Assembly through the Clerk, who is appointed pursuant to part 3 of the *Legislative Assembly (Office of the Legislative Assembly) Act 2012*. Under section 10 of the Act, the Clerk is responsible for the management of the Office.

The Clerk has the management powers of a director-general and head of service but is not subject to the direction of the executive. Office staff assisting the Clerk in the exercise of his or her powers and functions are employed pursuant to the *Public Sector Management Act 1994*.

Powers

Certain Office staff can exercise powers delegated by the Speaker pursuant to section 9(5) of the *Legislative Assembly Precincts Act 2001*.

The Clerk also has powers under the *Legislative Assembly (Broadcasting) Act 2001* in relation to the broadcasting of proceedings, including the approval of electronic access to the proceedings of the Assembly and the withdrawal of access.

Arrangements for public participation

Avenues for public participation include submissions to committee inquiries, access to public hearings of committee inquiries and Assembly meetings, citizen's right of reply, petitions and access to administrative records and general files through freedom of information (FOI) requests.

Freedom of information procedures and contact points

All freedom of information (FOI) requests relating to the Office of the Legislative Assembly should be directed to:

Freedom of Information Officer
Office of the Legislative Assembly
GPO Box 1020
Canberra ACT 2601
Email: ola@parliament.act.gov.au

Our website includes a factsheet with further information on submitting an FOI request and what you can expect throughout the process.

Requests under the *Freedom of Information Act* in 2025-26

The Office received 12 requests that were assumed to relate to the Assembly or Office. 11 were completed or transferred to a more appropriate agency, with one still in process at the end of this reporting period.

There were no requests for amendment of personal information under section 59 of the FOI Act during the period 1 July 2025 to 30 June 2026.

Table 8: Activities undertaken during 2025-26 under the *Freedom of Information Act 2016*

Activity	Quantity
Open access publishing	
Decisions to publish open access information	8,156
Decisions not to publish open access information	52
Decisions made under section 24(2)(a) of the Act not to publish a description of open access information not made available	0
Access applications	
Applications received	12
— where access to all information requested was given	1
— where access to only some of the information requested was given	2
— where access to information was refused	6
— where the application was transferred to a more appropriate agency	2
Access application decisions	
Applications decided within the time to decide under section 40 of the Act	11
Applications not decided within the time to decide under section 40 of the Act	0
Number of days taken to decide over the time to decide in section 40 of the Act	N/A
Request made to amend personal information (and any decisions made)	0
Applications made to the Ombudsman under section 74 (and any results)	0
Applications made the ACT Civil and Administrative Tribunal under section 80 (and any results)	0
Costs	
Total charges and application fees collected from access applications	$0.00

The Office maintains a list of open access information on its website.

Other documents that may be available under the *Freedom of Information Act 2016* are general files and administrative records; however, documents will be exempt if disclosure would infringe the privileges of the Legislative Assembly or other Australian parliaments.

Internal accountability

The Office is headed by the Clerk (pursuant to section 10 of the *Legislative Assembly (Office of the Legislative Assembly) Act 2012*. During the reporting period, the Clerk was supported by an executive management committee made up of the:

- Clerk
- Deputy Clerk and Serjeant-at-Arms
- Executive Manager, Business Support
- Senior Director, Office of the Clerk
- Senior Director, Committee Support
- Chief Finance Officer, and
- Clerk's Executive Officer.

The Office's strategic plan shapes decisions about how the Office provides advice and delivers its services. The Executive Management Committee meets monthly to make decisions relating to:

- the delivery of the Office's functions and services
- budgeting and finances
- workplace health and safety
- risk management, and
- internal governance and accountability initiatives.

Members of the Executive Management Committee are subject to performance agreements. The agreements set out key responsibilities and work objectives. Agreements are reviewed on an annual basis.

Key management committees

The key management committees within the Assembly are:

- a health and safety committee (recognising the separate employer responsibilities, the committee is composed of representatives from the Office, members' offices, and the executive)
- a protective security committee
- an audit and risk committee, and
- a staff consultative committee (comprising management, union, and staff representatives).

Remuneration arrangements for senior executive service officers within the Office are made pursuant to the *Remuneration Tribunal Act 1995*.

Human Rights Act 2004

The Legislative Assembly plays an important role in the operation of the *Human Rights Act* via its scrutiny of legislation through the Standing Committee on Legal Affairs performing its legislative scrutiny role.

Under section 38(1), the committee is responsible for reporting to the Assembly on any human rights issues arising from bills presented to it, including any inconsistencies between proposed legislation and the *Human Rights Act*.

Other reporting requirements

Access and inclusion

The *Disabilities Inclusion Act 2023* requires that public sector bodies, such as the Office, report each year on disability access and inclusion measures and the work to develop and implement them. During the 2025-26 reporting period, the Office undertook the following activities to continue strengthening its commitment to disability access and inclusion:

- HR and Entitlements staff participated in a quarterly interparliamentary disability inclusion forum with representatives from other Australian and New Zealand parliaments, which facilitated knowledge sharing and ideas exchange across jurisdictions.
- HR and Entitlements staff also attended an ACT Public Service Disability Inclusion Plan workshop, which provided guidance on strategy development and reinforced a coordinated whole-of-sector approach to stakeholder consultation.
- The Office completed the upgrade to the Assembly building public entrance, which lifts the building's physical accessibility to meet current requirements.

Free period products access

Under the *Period Products and Facilities (Access) Act 2023*, period products must be available in public buildings – such as the Assembly precincts – for people to access free-of-charge and in a dignified way. Since 2023, a combination of tampons and pads have been available in all bathrooms in the precincts, gendered or not, accompanied by signs that make clear these products are free-of-charge.

Our cleaning contractors continue to monitor stock levels and replenish supplies when required as part of their regular duties.

Closing the Gap priority reforms

Following amendments arising from the *Public Sector Management (Closing the Gap) Amendment Act 2025*, public sector bodies now report on measures addressing the priority reforms of the *National Agreement on Closing the Gap*. Most relevant to the Office is Reform 1: Formal partnerships and share decision-making and Reform 3: Transforming government organisations.

During the 2025-26 reporting period, the Office undertook the following work relevant to these reforms:

- The Office continued its technical support of Aboriginal and Torres Strait Islander Elected Body hearings, held from 12-14 August 2025. Support included use of the Prince Edward Island Room, webcasting hearings on the Assembly website, and providing video recordings and draft transcripts to the ACT Government Office of Aboriginal and Torres Strait Islander Affairs.
- In March 2026, Aboriginal and Torres Strait Islander cultural awareness training was made available to all members, members' staff, and Office staff through the Office's online training provider, Safetrac. Members' offices were also advised their existing professional development training budgets could be used to engage in-person training on request.

Multicultural initiatives

The *Multiculturalism Act 2023* requires that public sector bodies, such as the Office, report each year on work being done to promote multiculturalism and engage with culturally and linguistically diverse Canberrans.

In 2025-26, the Office continued its existing initiatives in this space, including holding a stall at the National Multicultural Festival, hosting Speaker's Citizenship Evenings for new citizens, and maintaining its eight print and digital in-language explainers about the Legislative Assembly. Individuals and groups from a range of cultural, diaspora, and migrant communities continued to submit and appear as witnesses across many committee inquiries.

Human resource performance

Staffing profile

Table 9: Full-time equivalent (FTE) and headcount by section

Section	FTE	Headcount
Statutory office holder and senior executives	3	3
Office of the Clerk	5.36	6
Parliamentary Support	28.52	37
Business Support	22.16	28
Total	**59.04**	**74**

Table 10: Full-time equivalent and headcount by gender

Section	Female	Male	Total
FTE by gender	34.12	24.92	59.04
Headcount by gender	44	30	74
Percentage (by headcount)	58%	42%	

Table 11: Headcount by classification and gender

Classification	Female	Male	Total
Administrative Services Officer Class 2	3	6	9
Administrative Services Officer Class 4	5	4	9
Administrative Services Officer Class 5	2	2	4
Administrative Services Officer Class 6	17	7	24
Senior Officer Grade C	12	2	14
Senior Officer Grade B	-	1	1
Senior Officer Grade A	-	2	2
Information Technology Officer Class 2	-	1	1
Technical Officer Level 2	-	1	1
Technical Officer Level 4	-	1	1
Professional Officer Class 1	1	-	1
Professional Officer Class 2	2	1	3
Senior Professional Officer Grade C	1	-	1
Senior Executive Officer Level 1	1	1	2
Statutory Office Holder	-	1	1
Total	**44**	**30**	**74**

Table 12: Headcount by employment category and gender

Employment category	Female	Male	Total
Casual	11	6	17
Permanent full-time	26	21	47
Permanent part-time	5	2	7
Temporary full-time	1	1	2
Temporary part-time	1	-	1
Total	**44**	**30**	**74**

Table 13: Headcount by age group and gender

Age group	Female	Male	Total
Under 20	1	1	2
20-24	1	-	1
25-29	1	4	5
30-34	1	2	3
35-39	6	1	7
40-44	4	4	8
45-49	4	4	8
50-54	9	4	13
55-59	8	1	9
60-64	6	7	13
65-69	2	1	3
70+	1	1	2
Total	**44**	**30**	**74**

Table 14: Average length of service by gender

Length of service	Female	Male	Total
Average years of service	7	7	7

Staff selection processes

The Office undertook six staff selection processes during the reporting period (including temporary vacancies). Of those six processes, five had candidates placed within the Office and on average, the number of days between advertising and the appointment of the successful candidate was 45 days, which is an increase from 39 days in 2024-25.

Table 15: Recruitment and separation rates by classification group

Classification group	Recruitment rate	Separation rate
Administrative Services Officer Class 6	2.74	2.74
Senior Officer Grade C	4.11	2.74
Total	**6.85**	**5.48**

Separation rate is determined by dividing the total number of permanent separations by the average permanent headcount over the financial year for the ACTPS. It excludes transfers between directorates/agencies.

Members' staff employment

A significant element of the Office's human resource effort relates to its role administering of the employment of staff and engagement of contractors by non-executive members under the *Legislative Assembly (Members' Staff) Act 1989* (the LAMS Act). See the appendices for detailed statistics on members' staff contracts.

The employment arrangements for non-executive members are based on a staff salary allocation that is determined by the Chief Minister under the LAMS Act. As part of these arrangements, the Office monitors and updates relevant staff salary allocations and prepares and manages the execution of all staff employment agreements and contractor agreements.

A total of 132 employment agreements were administered by the Office over the reporting period. This compares with 185 in 2024-25.

Members may also engage external contractors throughout the financial year, provided they use funds from their staff salary allocation. In 2025-26, four members engaged a total of four external contractors to perform various pieces of work.

Another element of the Office's administration of staff salary allocations for non-executive members relates to the pledging of allocations from one member to another. Under the staff salary allocation arrangements for non-executive members, a member may pledge part of their staff salary allocation to another member. Table 15 (overleaf) summarise the staff salary allocation of each non-executive member and the total amounts pledged or received by, or from, other members.

Learning and development

In recognition of the need to develop and maintain a skilled and flexible workforce, the Office's Executive Management Committee endorsed the annual learning and development program for the 2025-2026 year. The program, shaped by feedback from performance discussions, included essential writing skills and understanding legislation.

The Office actively encourages all staff to participate in development activities, both internal and external, through agreed learning and development plans. Opportunities include interparliamentary conferences and seminars, other specific training activities, and lateral and temporary transfers within and outside the Office.

During the reporting period, 30 OLA staff and 10 non-Executive members staff participated in learning and development activities, which involved expenditure of approximately $77,000 (including associated travel costs). This provided learning and development activities in a broad range of areas, including:

- interparliamentary conferences and seminars, and
- job-specific training.

Table 16: Use of staff salary allocations by non-executive member, including pledges made or received

Member	Allocation	Pledges received	Pledges made	Staff expenses	Contractor expenses	No of contractors	Future rollover	Unused allocation	Total unspent
Barry	258,940	-	3,591	215,405	600	1	24,347	14,997	39,344
Braddock	455,735	85,127	72,645	391,880	-	-	42,851	33,486	76,337
Cain	250,060	1,652	-	216,512	7,000	1	24,347	3,853	28,200
Carrick	471,271	-	-	423,820	-	-	44,312	3,139	47,451
Castley	610,081	-	-	475,907	-	-	54,603	79,571	134,174
Clay	489,293	50,265	89,712	390,498	-	-	46,207	13,141	59,348
Cocks	272,302	-	-	196,468	-	-	25,607	50,227	75,834
Emerson	471,271	-	-	434,019	-	-	37,252	-	37,252
Hanson	334,210	-	-	256,364	-	-	31,720	46,126	77,846
Lee	255,324	21,000	-	269,987	5,500	1	837	-	837
Milligan	258,940	1,939	-	243,817	-	-	17,062	-	17,062
Morris	274,936	-	-	214,474	-	-	25,947	34,515	60,462
Nuttall	455,735	-	134,120	283,445	-	-	38,170	-	38,170
Parton	811,110	-	21,000	670,602	20,000	1	78,867	20,641	99,508
Rattenbury	660,663	186,008	25,783	760,994	-	-	-	59,894	59,894
Tough	272,302	-	-	244,202	-	-	25,607	2,493	28,100
Vassarotti	27,911	860	-	16,095	-	-	2,791	9,885	12,676
Werner-Gibbings	258,940	-	-	234,244	-	-	24,347	349	24,696
Total	**6,889,024**	**346,851**	**346,851**	**5,938,733**	**33,100**	**4**	**544,874**	**372,318**	**917,191**

Members' staff learning and development

During the reporting period, 16 members' staff participated in learning and development activities, which involved expenditure of approximately $23,000 (including associated travel costs). This provided learning and development activities in:

- conferences
- studies assistance, and
- portfolio-specific training.

Workplace health and safety

The Office is committed to promoting and maintaining a high standard of health and safety and wellbeing for all staff, members, contractors, and visitors. Each MLA and the Clerk are Persons Conducting a Business or Undertaking (PCBU) under the *Work Health and Safety Act 2011*.

The PCBUs are supported by the Health and Safety Committee in ensuring, as far as reasonably practical, the health and safety for everyone within the Assembly precinct.

Table 17: Work health and safety incident reporting during the 2025-26 reporting period

Incident type	Number reported
Minor incidents reported with no time lost	6
Hazardous situations reported with no time lost	4
Psychological and physical health injuries reported with less than one week off	3
Workers' compensation claims accepted	0
Formal bullying or harassment allegations made to HR and Entitlements	0
Notifiable incidents or dangerous occurrences reported to WorkSafe ACT	0
Notices on non-compliance given to the Clerk	0

Activities and training

During the reporting period there was approximately $11,800 spent on WHS activities and training (excluding online training costs). These activities are designed to support the physical and psychological health and safety of Assembly workers and included:

- **Health and safety training:** including Lifeline Accidental Counsellor training, Giving and Receiving Feedback, Vicarious Trauma, Health and Safety Representative training, First Aid training and Fire Warden training.
- **Health and Wellbeing Initiative (HWI):** the HWI provides financial support to employees who undertake health and wellbeing activities in their own time, in accordance with enterprise agreements. A total of 93 staff across the Assembly workplace participated in the program.
- **Flu vaccinations:** the influenza vaccine continued to be made available to all building occupants free of charge.

- **Employee Assistance Program (EAP):** the Assembly continued to provide EAP services to staff to support their emotional and psychological well-being both in the workplace and in their personal lives.
- **Workstation Assessments:** the Assembly continued to provide workplace assessments to staff in order to help workers prevent injury. This includes the ordering of any specialised equipment recommended as part of the assessment.
- **Early Intervention Assistance Program (EIAP):** Non-executive members' staff and the Office of the Legislative Assembly staff who sustain a minor work-related injury/illness continued to seek reimbursement of the cost of medical treatment to cover incapacity for work for low value claims and additional paid leave.
- **Workplace inspections:** Assembly Health and Safety Representatives play a crucial role in ensuring workplace safety through annual workplace inspections. These inspections aim to identify potential hazards and risks, ensure that appropriate safety measures are in place, and reporting findings to the Assembly's Health and Safety Committee.

Asset management

The asset management strategy is based on a set of life cycle data for the various building elements and components, which is updated approximately every three years. To align with the life cycle costings, the Office also receives capital funding each year to perform upgrades of building elements that have reached the end of their useful or economic life.

Table 18: Value and quantity of assets as of 30 June 2026

Asset	Value	Quantity
Assembly building (territorial budget)	$19.050m	1
Land (territorial budget)	$7.450m	1
Assembly art and collectables collection (controlled budget)	$1.065m	various
Assembly library collection (controlled budget)	$0.208m	various
Plant and equipment (controlled budget)	$0.424m	various

Table 19: Assets that were added or removed from the assets register during the reporting period

Asset	Value	Quantity
Assembly building (territorial budget)	$0.395m	Nil
Assembly art collection (controlled budget)	$0.030m	Nil
Assembly library collection (controlled budget)	$0.005m	Nil
Plant and equipment (controlled budget)	$0.040m	$0.003m

Capital works

The table below summarises capital works. In addition to the capital funding for building works, the Office's controlled entity receives ongoing capital funding for acquisitions to the Assembly's artwork and library collections. The annual budgets are $30,000 and $5,000 respectively. During 2025-2026, $30,000 for artwork and $5,000 for library collections were fully expended.

Table 20: Summary of capital works conducted during 2025-26

Project	Works type	Financing received	Amount spent	Estimated completion	Actual completion	Status
Assembly building and chamber upgrades	New	$0.378m	$0.365m	Jun 2026	Jun 2026	Completed
Public entrance upgrade	Work in progress	$2.705m	$1.344m	Jun 2026	Aug 2026	Ongoing *80% complete*

Office accommodation

The Office, members, and their staff occupy premises at the Assembly Building and the North Building.

It is difficult to provide a precise figure for the average area occupied by each employee, as significant parts of the net lettable area include floor space that is used only on a periodic or occasional basis or is not occupied by members or staff. These areas include the Assembly chamber, committee rooms and several function rooms. Some fluctuation in the number of people who occupy the space also occurs due to the sitting patterns of the Assembly.

Table 21: Workstations and estimated average area occupied by building as of 30 June 2026

Occupancy metric	Number or area
Assembly Building	
Number of workstations	199
Average area per workstation (estimated)	25.6m^2
North Building	
Number of workstations	35
Average area per workstation (estimated)	17.8m^2

Contracting and procurement

During the year, the Office engaged consultants and contractors to provide works or services that, due to the specialised skills or required experience, were unable to be performed by Office staff.

The Office adheres to the relevant provisions of the *Government Procurement Act 2001* and the *Government Procurement Regulation 2007*.

The table below lists details of the expenditure on consultants and contractors where an individual contract exceeded $25,000 or the total expenditure on one consultant or contractor over the year exceeded $25,000.

Table 22: Summary of contract expenditure during 2025-26

Vendor, contractor, or consultant	**Comments**	**Amount** (incl GST)
ACT Light Control	Assembly building window upgrades and tinting	$69,390
American Express Australia Limited*	Travel expenses	$99,763
ARGUMENT, Stephen	Legal advice to the Standing Committee on Legal Affairs (Legislative Scrutiny Role)	$72,000
CRISPIN, Kenneth J	ACT Commissioner for Standards	$41,300
DHARMANANDA, Jacinta	Legal advice to the Standing Committee on Legal Affairs (Legislative Scrutiny Role)	$98,000
DIMEO Cleaning Services	Cleaning services	$283,093
EPIQ Australia Pty Ltd	Recording and transcription services	$287,329
GLS Electrical Contractors	Emergency lighting upgrade services	$48,972
HROnboard Pty Ltd	HR software solutions	$38,660
IN Economics Pty Ltd	Independent reviewer to the Select Committee on the Fiscal Sustainability of the ACT	$121,000
MASON, Keith	Independent legal arbiter services to assess privilege claims	$36,605
Network Electrical Solutions Pty Ltd	Electrical services	$144,381
NovaWorks Group Pty Ltd	Parliamentary portal software solutions	$250,140
Pegasus Economics	ACT budget analysis services	$37,360
Projex Building Group Pty Ltd	Assembly building public entrance upgrade	$1,482,839
Safetrac Pty Limited	Online training modules	$44,958
Securitas Electronic Security Pty Ltd	Assembly building security upgrade	$37,301
Securitas Electronic Security ACT Pty Ltd	Security maintenance services	$34,156
Security Consulting Group	Security consultancy services	$39,738
SG Fleet Australia Pty Limited	Executive vehicles	$28,823

* American Express is the whole-of-government travel provider. Expenditure primarily relates to official travel undertaken by members, members' staff and Office staff to attend parliamentary conferences, professional development programs and interparliamentary engagement activities.

Territory records

In compliance with the *Territory Records Act 2002*, the Office's records management program was approved by the Clerk of the Legislative Assembly in June 2026. All staff are made aware of the program and the wider records management strategic framework and their responsibilities to keep accurate records.

The public can inspect the Office's records and information management program via the Policies page on the Legislative Assembly website.

The Office has procedures in place to ensure that records containing information that will allow people to establish links with their Aboriginal or Torres Strait Islander heritage are identified and preserved in perpetuity. However, the Office does not anticipate that its records are likely to contain such information.

Records management compliance is a mandatory requirement under each staff members' performance and development plan. All new staff undergo records management training as part of their induction and a rolling program of quick topic focused records management training sessions are delivered.

Sustainability reporting

The Office remains committed to the principles of ecologically sustainable development as set out in the *Environment Protection Act 1997* and as required by the *Climate Change and Greenhouse Gas Reduction Act 2010*. The Office continued to reduce its ecological footprint through practices that reduce energy consumption, limit paper use, divert waste from landfill and educate and inform staff.

The usage of electricity and natural gas remains relatively consistent with the prior years and subject to extremes in climatic conditions. During the reporting period, there has been an increase in the quantity of materials being recycled and a minor reduction in waste to landfill. The increase in water use is attributable to the construction works on the Assembly building's public entrance upgrade.

[Table is included overleaf]

Table 23: Sustainable development performance for the current and previous reporting periods

Indicator as of 30 June	Unit	Previous FY[1]	Current FY	% change
Stationary energy use				
Electricity use	Kilowatt hours	760,226	761,481	0.16% ▲
Natural gas use (non-transport)	Megajoules	1,938,018	1,972,653	1.79% ▲
Transport fuel use				
Number of vehicles	Number	2	2	Nil –
— electric	Number	1	2	50% ▲
— hybrid	Number	1	-	100% ▼
Fuel (petroleum) use	Kilolitres	1.2	-	100% ▼
Water use				
Water use	Kilolitres	1,834	2,486	35.55% ▲
Resource efficiency and waste				
Reams of paper purchased	Reams	650	749	15.23% ▲
Recycled content of paper purchased	Percentage	93%	94%	1% ▲
Waste to landfill	Cubic metres	160.8	159.0	1.1% ▼
Co-mingled material recycled	Cubic metres	93.5	123.0	31.5% ▲
Paper and cardboard recycled (including secure paper)	Cubic metres	11.83	12.25	3.55% ▲
Greenhouse gas emissions				
Emissions from electricity use	Tonnes CO2-e	0	0	Nil –
Emissions from natural gas use (non-transport)	Tonnes CO2-e	99.87	101.65	1.79% ▲
Emissions from transport fuel use[2]	Tonnes CO2-e	2.93	3.4	13.82% ▲
Total emissions	Tonnes CO2-e	102.80		2.17% ▲

[1] Some data reported in the Previous Year column may differ from figures reported in the 2024-25 annual report. These differences are due to utility invoice data entering the system after the data extraction date and retrospective updates to agency occupancy.

[2] This figure is calculated by City and Environment Directorate's Enterprise Sustainability Team, based on the emissions from all transport vehicles (e.g., including waste and recycling disposal,)

Appendices

Appendix 1: Sitting days

Table 24: Sitting day statistics by financial year

Year	Total sitting days	Total sitting hours*	Average sitting hours per day	Sittings after 10pm	Average time of rising
2005-2006	41	312	8	2	6:04 pm
2006-2007	38	292	8	1	6:11 pm
2007-2008	40	347	9	7	7:10 pm
2008-2009	38	323	9	5	6:40 pm
2009-2010	41	350	9	2	6:32 pm
2010-2011	44	397	9	6	7:01 pm
2011-2012	42	359	9	1	6:38 pm
2012-2013	29	222	8	2	5:40 pm
2013-2014	36	288	8	-	5:59 pm
2014-2015	44	335	8	-	5.37 pm
2015-2016	36	292	8	-	6.07 pm
2016-2017	25	201	8	2	6.02 pm
2017-2018	42	329	8	-	5.48 pm
2018-2019	40	308	8	-	5.43 pm
2019-2020	32	242	8	-	5.34pm
2020-2021	26	193	7	-	5.23 pm
2021-2022	33	247	7	-	5:29 pm
2022-2023	38	282	7	-	5.23 pm
2023-2024	36	277	8	-	5.41pm
2024-2025	31	236	7	-	5.21 pm
2025-2026	39	314	8	-	6:02 pm

* Includes suspensions and meal breaks.

Appendix 2: Proceedings

Table 25: Proceedings statistics by financial year*

Year	Sittings with an adjournment debate	Sittings without an adjournment debate	Petitions referred to ministers	Votes held	Closure of questions agreed to
2005-2006	39	2	13	95	7
2006-2007	35	3	40	77	11
2007-2008	33	7	25	92	10
2008-2009	32	6	15	98	4
2009-2010	38	3	10	107	-
2010-2011	42	2	16	149	1
2011-2012	41	1	12	154	3
2012-2013	24	5	4	74	1
2013-2014	33	3	8	81	-
2014-2015	42	2	18	87	-
2015-2016	34	2	8	90	-
2016-2017	22	3	18	40	-
2017-2018	41	1	28	60	1
2018-2019	37	3	34	82	-
2019-2020	28	4	24	45	-
2020-2021	25	1	32	42	-
2021-2022	32	1	46	58	-
2022-2023	36	2	24	85	-
2023-2024	33	3	44	94	1
2024-2025	30	1	54	40	-
2025-2026	39	-	112	34	-

* Previously, this table included a column of the number of matters of public importance discussed in the Assembly. This procedure was suspended in 2020 and dispensed with formally in March 2021. As no such business has been reported since 2019-20, this and future reports will no longer include that column. Historical data can be found in earlier reports.

Appendix 3: Minutes of proceedings

Table 26: Minutes of proceeding statistics by financial year

Year	Number of pages	Number of sittings	Average number of pages per sitting
2005-2006	471	41	12
2006-2007	301	38	8
2007-2008	484	40	12
2008-2009	491	38	13
2009-2010	473	41	12
2010-2011	610	44	14
2011-2012	593	42	14
2012-2013	342	29	12
2013-2014	390	36	11
2014-2015	524	44	12
2015-2016	410	36	11
2016-2017	376	25	15
2017-2018	572	42	14
2018-2019	642	40	16
2019-2020	472	32	15
2020-2021	383	26	15
2021-2022	479	33	15
2022-2023	591	38	16
2023-2024	626	36	17
2024-2025	439	31	14
2025-2026	734	39	19

Appendix 4: Bills and amendments

Table 27: Bill statistics for the 2025-26 financial year

Bills	Executive	Private members'	Assembly	Total
Introduced	32	5	-	37
Discharged	-	1	-	1
Withdrawn	-	-	-	-
Not agreed in principle	-	-	-	-
Negatived	-	-	-	-
Passed	26	5	-	31
Amended	7	5	-	12
Still before the Assembly	14	4	-	18

Table 28: Amendment statistics by financial year

Year	Number of amendments to motions	Number of amendments to bills	Total
2005-2006	47	425	472
2006-2007	44	82	126
2007-2008	39	497	536
2008-2009	90	314	404
2009-2010	94	245	339
2010-2011	149	348	497
2011-2012	176	340	516
2012-2013	60	148	208
2013-2014	78	139	217
2014-2015	77	313	390
2015-2016	63	75	138
2016-2017	62	201	263
2017-2018	80	110	190
2018-2019	78	455	533
2019-2020	75	198	273
2020-2021	53	149	202
2021-2022	80	122	202
2022-2023	77	308	385
2023-2024	64	408	472
2024-2025	144	58	202
2025-2026	169	51	220

Appendix 5: Bills presented

Table 29: Bills presented by financial year*

Year	Executive	Private members'	Assembly	Total
2005-2006	47	11	-	58
2006-2007	52	8	-	60
2007-2008	47	19	-	66
2008-2009	44	19	-	63
2009-2010	55	17	-	72
2010-2011	63	11	-	74
2011-2012	61	22	1	84
2012-2013	41	3	-	48
2013-2014	56	-	-	58
2014-2015	54	1	-	56
2015-2016	71	5	-	78
2016-2017	27	2	-	29
2017-2018	54	9	1	64
2018-2019	49	6	-	55
2019-2020	52	7	-	59
2020-2021	31	4	-	35
2021-2022	30	6	3	39
2022-2023	44	5	-	49
2023-2024	60	7	1	68
2024-2025	28	9	-	37
2025-2026	32	5	-	37

* Previously, this table included a column for executive members' and crossbench executive members' bills, a bill type that existed between 1998-2001 and 2012-2021. As no such business has been reported since 2015-16, this and future reports will no longer include that column. Historical data can be found in earlier reports.

Appendix 6: Questions with and without notice

Table 30: Statistics on questions with and without notice by financial year

Year	Questions on notice	Questions without notice	Supplementary questions[1]	Average total questions per sitting day
2005-2006	712	399	314	17.4
2006-2007	455	366	296	17.4
2007-2008	519	378	299	16.9
2008-2009	351	401	330	19.2
2009-2010	751	417	1,008	34.7
2010-2011	697	445	1,257	38.7
2011-2012[2]	725	457	1,329	42.5
2012-2013	154	258	764	35
2013-2014	172	381	1,117	42
2014-2015	140	388	1,148	35
2015-2016	326	326	971	36
2016-2017	377	321	693	40.6
2017-2018	1,207	616	1,210	43.5
2018-2019	1,009	579	1,142	43
2019-2020	588	452	884	42
2020-2021	492	353	696	40
2021-2022	502	432	4314	39
2022-2023	463	489	965	38
2023-2024	770	505	994	42
2024-2025	571	468	924	45
2025-2026	735	624	123	48

[1] The number of supplementary questions available was increased in 2009-10 under standing order 113B.

[2] Between September 2011 and February 2012, an additional 69 questions and 67 supplementary questions were asked of rostered ministers.

Appendix 7: Orders for the production of documents

Table 31: Orders for the production of documents under standing order 213A in 2025-26

Date of order	Documents ordered	Privilege claimed	Arbiter appointed?	Arbitration outcome	Date/s presented
25/09/2025	Documents and brief to ministers relating to climate change mitigation	Yes	Yes	Some claims were partly upheld, others were not	02/12/2025
28/10/2025	Documents relating to ACT water resources	Yes	No[1]	-	03/02/2026 17/03/2026
04/02/2026	Data relating to MyWay+ patronage	No	-	-	
24/03/2026	Documents relating to the CIT CEO recruitment	Yes	No[1]	-	25/02/2026
25/03/2026	Documents relating to ACT ambulance station closures	No	-	-	24/06/2026[2]
28/05/2026	Data relating to animal welfare management[3]				
10/06/2026	Documents relating to the North Canberra Hospital redevelopment[3]				
11/06/2026	Documents relating to ACT public service workforce redundancies[3]				
12/06/2026	Documents relating to budget initiatives[3]				

[1] Privilege claim not disputed by members.

[2] Documents were presented out of session.

[3] Presentation deadline is outside this reporting period, meaning privilege claims can still be made up until then.

Appendix 8: Committee statistics

Summary of committee activity

Table 32: Summary of committee statistics by supporting section and financial year

Year	Meetings Committee Support	Meetings Chamber Support	Total meetings	Public hearings	Reports Committee Support	Reports Chamber Support	Total reports
2005-2006	231	34	265	61	18	15	33
2006-2007	232	36	268	69	21	16	37
2007-2008	206	36	242	59	15	17	32
2008-2009	221	31	252	61	23	13	36
2009-2010	264	47	311	74	21	20	41
2010-2011	230	37	267	57	25	16	41
2011-2012	287	46	333	95	23	16	39
2012-2013	182	28	210	54	21	11	32
2013-2014	191	32	223	57	13	14	27
2014-2015	178	34	212	60	17	19	36
2015-2016	159	29	188	47	26	14	40
2016-2017	161	26	187	32	16	17	36
2017-2018	289	34	323	84	22	14	36
2018-2019	323	39	362	93	25	19	44
2019-2020	254	34	288	65	31	18	49
2020-2021	226	31	257	40	21	18	39
2021-2022	339	32	371	101	40	13	53
2022-2023	317	22	354	87	38	11	53
2023-2024	276	31	307	90	36	16	52
2024-2025	223	24	247	78	19	1*	30
2025-2026	326	38	364	100	39	15	54

* Support of the Standing Committee on Justice and Community Safety (Scrutiny) transferred for a year from Chamber Support to Committee Support in 2022-23. It returned to Chamber Support in 2023-24.

Consolidated committee statistics

Table 33: Committee meetings held in 2025-26 by type

Meeting type	Total
Private meetings	262
— with full attendance	201
Public hearings	100
— with full attendance	90
Site visits and study tours	1
Other types of meetings (e.g. briefings, roundtables, workshops)	1

Table 34: Hours of committee meetings held in 2025-26 by type

Hours of meetings held	Total
Hours of private meetings	201
Hours of public hearings	320
Hours of site visits or study tours	3
Hours of other kinds of meetings	2
Total hours of committee meetings	**526**

Table 35: Key reportable statistics in 2025-26 by type

Statistic type	Total
Number of witnesses	1,090
Number of submissions	900
Number of petitions referred	40
Number of bills referred	36
Number of referrals by Assembly motion	8
Number of new inquiries commenced	42
— by self-referral	4
Number of reports presented	54
Number of statements made under SO 246A	40
Number of statutory appointments considered	94
Numbers of bills considered (scrutiny)	38
Items of subordinate legislation considered (scrutiny)	371

Activity by standing committees

Table 36: Activity and outputs in 2025-26 by standing committee

Key to committee names

AP	Administration and Procedure	**LA(S)**	Legal Affairs (Legislative Scrutiny)
EIR	Economics, Industry and Recreation	**PA**	Public Accounts and Administration
EP	Environment and Planning	**SP**	Social Policy
IC	Integrity Commission and Statutory Office Holders	**TCS**	Transport and City Services
LA	Legal Affairs		

Activity or output	AP	EIR	EP	IC	LA	LA(S)	PA	SP	TCS
Meeting types									
Private meetings	18	23	28	26	35	13	21	27	18
Public hearings	-	10	17	4	15	0	13	13	6
Site visits / study tours	-	1	-	-	-	-	-	-	-
Other meeting types	-	-	-	-	-	-	-	-	1
Total meetings	**18**	**34**	**45**	**30**	**50**	**13**	**34**	**40**	**25**
Hours met by meeting type									
Private meetings	9:04	16:00	24:39	21:51	31:14	9:51	17:16	21:13	8:17
Public hearings	0:00	26:58	45:32	8:40	36:00	0:00	33:44	48:44	17:42
Site visits / study tours	0:00	2:52	0:00	0:00	0:00	0:00	0:00	0:00	0:00
Other meeting types	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	1:50
Total hours met	**9:04**	**45:50**	**70:11**	**30:31**	**67:14**	**9:51**	**51:00**	**69:57**	**27:49**
Key reportable statistics									
Witnesses heard	-	108	157	33	148	-	61	157	127
Submissions received	-	176	164	46	172	-	62	146	76
Petitions referred	-	8	10	-	3	-	1	10	8
Bills referred	-	4	4	2	13	-	2	5	4
— considered	-	-	-	-	-	38	-	-	-
— inquired into	-	-	1	2	9	-	2	-	2
Assembly referrals	-	2	5	4	9	-	6	4	4
Reports presented	2	2	6	7	8	13	5	4	2
246A statements made	1	6	10	3	8	-	3	5	4
Statutory appointments considered	-	14	20	-	13	-	4	36	7
Subordinate legislation considered	-	-	-	-	-	371	-	-	-

Activity by select committees

Table 37: Activity and outputs in 2025-26 by select committee

Key to committee names

CT Caretaker Conventions

E25 Estimates 2025-26

E26 Estimates 2026-27

FM Financial Management and Government Procurement Legislative Compliance

Fisc Fiscal Sustainability of the ACT

P26 Privileges 2026

PAB Proposed Amendment to the Appropriation Bill 2025-26

Activity or output	CT	E25	E26	FM	Fisc	P26	PAB
Meeting types							
Private meetings	8	10	3	9	14	7	2
Public hearings	1	13	-	2	5	-	1
Total meetings	**9**	**23**	**3**	**11**	**19**	**7**	**3**
Hours met by meeting type							
Private meetings	4:22	10:18	2:59	3:23	16:57	2:09	1:08
Public hearings	1:06	82:16	0:00	5:01	11:54	0:00	2:15
Total hours met	**5:28**	**92:34**	**2:59**	**8:24**	**28:51**	**2:09**	**3:23**
Key reportable statistics							
Witnesses heard	4	224	-	15	50	0	6
Submissions received	-	13	-	14	24	6	1
Bills referred	-	-	2	-	-	-	1
— inquired into	-	-	2	-	-	-	1
Assembly referrals	-	-	1	1	1	1	1
Reports presented	1	1	-	1	1	-	1
246A statements made	-	-	-	-	1	-	-

The Select Committees on Caretake Conventions and Estimates 2025-26 began in the previous reporting period, hence why some key reportable statistics for this period show zero activity.

Appendix 9: Broadcasting and web management

User visits to Assembly websites

The Office maintains one website with several subsites:

- the general Assembly website (parliament.act.gov.au)
- the livestream and video-on-demand subsite (broadcast.parliament.act.gov.au)
- the Hansard subsite (hansard.act.gov.au)
- the e-Petitions subsite (epetitions.parliament.act.gov.au), and
- the Questions subsite (questions.parliament.act.gov.au).

Visitor statistics are obtained through Google Analytics. Client use is measured in unique sessions. If a user is inactive on the site for 30 minutes or more, future activity is counted as a new session.

Table 38: User sessions for Assembly websites during the reporting period

Site	2023-24	2024-25	2025-26
parliament.act.gov.au	197,423	142,330	132,782
broadcast.parliament.act.gov.au	39,799	26,089	60,566
hansard.act.gov.au	21,650	38,365	23,872
epetitions.parliament.act.gov.au	-*	40,470	151,970
questions.parliament.act.gov.au	-*	6,113	20,328

* These sites did not exist during this reporting period.

High-traffic web content

For the 2025-26 reporting period, the following six pages and resources on the Assembly website received the highest traffic:

- Sitting calendar – 11,355 (8.03%)
- Public hearings schedule – 5,453 (3.86%)
- Inquiry into barriers and opportunities for participation in community sports – 1,516 (1.07%)
- Visit and learn – 1,379 (0.98%)
- Speaker and other office holders – 1,396 (0.99%)
- The ACT's place in Australia's levels of government – 1,006 (0.71%)

Appendix 10: Library and reference services

Table 39: Collection service statistics for 2025-26 compared to the last two reporting periods

Service	2023-24	2024-25	2025-26
Library collection[1]			
New records created	1,274	574[2]	1,947
New holdings added	2,327	1,504	2,234
Digital collections			
New items uploaded to MLA media release collection	810	570	700
New items uploaded to the Public Sector media release collection	2,241	106	93
New items uploaded to ACT press clipping collection	8,688	8,384	8,746

[1] A record describes a work. A holding is the physical or digital item the record describes. Multiple holdings may be represented by the same record.

[2] Excludes Quarter 4 statistics due to system migration.

Table 40: Reference and information service statistics for 2025-26 compared to the last two reporting periods

Service	2023-24	2024-25	2025-26
Number of reference request for information	163	170	171
— by Assembly clients	98	91	70
— by ACT Government clients	37	40	59
— by other clients	28	39	42
Number of interlibrary loan requests	43	36	14*

* The decrease in interlibrary loan requests is attributed to greater content accessibility through the Library website's new discovery search tool.

Appendix 11: Members of the Assembly

- Mr Andrew **Barr** MLA
- Ms Chiaka **Barry** MLA
- Ms Yvette **Berry** MLA
- Mr Andrew **Braddock** MLA
- Mr Peter **Cain** MLA
- Ms Fiona **Carrick** MLA
- Ms Leanne **Castley** MLA
- Ms Tara **Cheyne** MLA
- Ms Jo **Clay** MLA
- Mr Ed **Cocks** MLA
- Mr Thomas **Emerson** MLA
- Mr Jeremy **Hanson** CSC MLA
- Ms Elizabeth **Lee** MLA
- Mr James **Milligan** MLA
- Mrs Deborah **Morris** MLA
- Miss Laura **Nuttal** MLA
- Ms Suzanne **Orr** MLA
- Mr Mark **Parton** MLA
- Dr Marisa **Paterson** MLA
- Mr Michael **Pettersson** MLA
- Mr Shane **Rattenbury** (resigned 15 May 2026)
- Mr Chis **Steel** MLA
- Ms Rachel **Stephen-Smith** MLA
- Ms Caitlin **Tough** MLA
- Ms Rebecca **Vassarotti** MLA (declared elected on 5 June 2026 to fill a casual vacancy)
- Mr Taimus **Werner-Gibbings** MLA

Appendix 12: Office holders

Table 41: Office holders of the Eleventh Legislative Assembly to 30 June 2026

Office	Office holder	Nomination date	Revocation date
Speaker	Mr Mark Parton	6 November 2024	10 November 2025[1]
Speaker	Mr Jeremy Hanson CSC	2 December 2025	-
Deputy Speaker	Mr Andrew Braddock[2]	6 November 2024	-
Assistant Speaker	Ms Chiaka Barry	14 November 2024	-
Assistant Speaker	Mr Peter Cain[3]	14 November 2024	-
Assistant Speaker	Mr Taimus Werner-Gibbings	14 November 2024	-

[1] Resigned as Speaker to commence in the role of Leader of the Opposition.

[2] Acting Speaker between 30 July-3 August, 5-14 October, 31 October-6 November, 10-27 November, 1-2 December, and 10-15 December 2025, and between 18-24 January, 25-29 April, and 10-12 May 2026.

[3] Acting Speaker between 6-11 July and 28-30 November 2025.

Appendix 13: Ministers as of 30 June 2026

Table 42: Ministers of the Eighteenth Barr Ministry

Minister	Portfolios
Andrew Barr	Chief Minister Minister for Economic Development Minister for Tourism and Trade
Yvette Berry	Deputy Chief Minister Minister for Education and Early Childhood Minister for Homes, Homelessness and New Suburbs Minister for Sport and Recreation
Rachel Stephen-Smith	Minister for Health Minister for Mental Health Minister for Finance Minister for the Public Service
Chris Steel	Treasurer Minister for Planning and Sustainable Development Minister for Heritage Minister for Transport
Tara Cheyne	Manager of Government Business Attorney-General Minister for Human Rights Minister for City and Government Services Minister for the Night-Time Economy
Suzanne Orr	Minister for Aboriginal and Torres Strait Islander Affairs Minister for Climate Change, Environment, Energy and Water Minister for Disability, Carers and Community Services Minister for Seniors and Veterans
Michael Pettersson	Minister for Business, Arts and Creative Industries Minister for Children, Youth and Families Minister for Multicultural Affairs Minister for Skills, Training and Industrial Relations
Marisa Paterson	Minister for Police, Fire and Emergency Services Minister for Women Minister for the Prevention of Domestic, Family and Sexual Violence Minister for Corrections Minister for Gaming Reform

Appendix 14: Remuneration of MLAs

ACT Remuneration Tribunal determination No 4 of 2025, which commenced on 1 July 2025, provided that the base rate salary for all members of the Legislative Assembly shall be $192,574 per annum.

The determination also provided that a member holding any of the following offices would be entitled to the corresponding additional salary shown in the following table.

Table 43: Remuneration of Members of the Legislative Assembly by position held

Position	Remuneration
Chief Minister	$211,832
Deputy Chief Minister	$154,059
Minister	$134,801
Leader of the Opposition	$134,801
Presiding Officer	$105,916
Deputy Leader of the Opposition	$38,515
Deputy Presiding Officer	$28,886
Government Whip	$19,258
Opposition Whip	$19,258
Whip in the Legislative Assembly of a registered party (other than the party to which the Chief Minister or Leader of the Opposition belongs) if at least 4 members of the Legislative Assembly are members of the party	$19,258
Presiding member of a committee which is concerned with public affairs rather than domestic affairs of the Legislative Assembly	$19,258

Appendix 15: Non-executive members' staff

Table 44: Non-executive members' staff employment agreements by financial year

Year	Agreements	Non-executive members	Average agreements per member
2005-2006	87	12	7.25
2006-2007	120	12	10.00
2007-2008	102	12	8.50
2008-2009 (pre-election)	16	12	1.33
2008-2009 (post-election)	98	12	8.17
2008-2009 total	**114**	**12**	**9.50**
2009-2010	71	12	5.91
2010-2011	79	13[1]	6.08
2011-2012	59	12[1]	4.92
2012-2013 (pre-election)	12	12	1.00
2012-2013 (post-election)	91	12	7.58
2012-2013 total	**103**	**12**	**8.58**
2013-2014	66	12	5.50
2014-2015	77	11	7.00
2015-2016	62	10[2]	5.17
2016-2017 (pre-election)	17	11	1.55
2016-2017 (post-election)	101	18	5.61
2016-2017 total	**118**	**-[3]**	**-[3]**
2017-2018	109	173	6.06
2018-2019	125	17	7.35
2019-2020	120	17	7.10
2020-2021 (pre-election)	13	17	0.76
2020-2021 (post-election)	138	16	8.63
2020-2021 total	**151**	**16.5**	**9.15**
2021-2022	62	16	3.88
2022-2023	100	16	6.25
2023-2024	105	16	6.56
2024-2025 (pre-election)	23	16	1.44
2024-2025 (post-election)	156	17	9.53
2024-2025 total	**179**	**16.5**	**11.21**
2025-2026	132	18	7.33

[1] There was a 13th non-executive member from 2 June-23 November 2011.

[2] There was an 11th non-executive member between 1 July 2015 and January 2016.

[3] Figures are not provided due to the increase in Assembly membership from 17 to 25.

[4] There was an 18th non-executive member between October 2016 and 23 August 2018.

Table 45: Number of non-executive members' staff employed as of 30 June 2026 by classification

Classification	Number of staff	Full-time equivalent (FTE)
Principal Adviser Level 1	1	0.4
Senior Adviser Level 2	6	4.8
Senior Adviser Level 1	13	10.8
Adviser Level 2	16	13.27
Adviser Level 1	38	30.24
Total	**74**	**59.51**

Appendix 16: Inbound delegations

Table 46: Inbound delegations during the reporting period

Date	Jurisdiction	Delegation institution and members
3-8 September 2025	Kiribati 	**Public Accounts Committee of the Maneaba ni Maungatabu** • Hon Tarakabu Tofinga MP, committee chair • Hon England Iuta MP, committee member • Hon Bautaake Beia MP, committee member • Mr Eriati Tauma Manaima, Auditor General • Mrs Ioanna Taurannang, Deputy Auditor-General • Mrs Kauae Been Sam, Committee Secretary
18 March 2026	Kiribati 	**Government of Kiribati** • Hon Tangariki Reete MP, Minister of Tourism, Commerce, Industry and Cooperatives • Mr Ierevita Biriti, Director, Ministry of Tourism, Commerce, Industry and Cooperatives • Ms Toka Tehumu
26 May 2026	Kiribati 	**Government of Kiribati** • Hon Tekeeua Tarati MP, Minister of Infrastructure and Sustainable Energy • Dr Farran Redfern, Secretary, Ministry of Infrastructure and Sustainable Energy • Mr Suresh Pokharel, Director-General, Ministry of Infrastructure and Sustainable Energy

Appendix 17: Assembly Branch of the Commonwealth Parliamentary Association

The Australian Capital Territory Legislative Assembly Branch of the Commonwealth Parliamentary Association (CPA) held its annual general meeting in October 2025.

Correspondence from the CPA headquarters in London and the Australian region was regularly circulated to members. The CPA has significantly increased its online activity resulting in members of the branch having access to a large range of programs, publications, and training modules.

During the year the Office facilitated arrangements for:

- ACT branch annual general meeting in October 2025
- circulation of correspondence from CPA Headquarters
- activities of the Commonwealth Women Parliamentarians (CWP) network within the branch
- participation in the following programs:
    - 7-17 July 2025: CPA Advanced Residency Program for Leadership in Parliament (Wellington, Aotearoa New Zealand)
    - 5-12 October 2025: 68th Commonwealth Parliamentary Conference (Bridgetown, Barbados)
    - 7-13 December 2025: Advanced Parliamentary Development Residency Program (Port of Spain, Trinidad and Tobago), and
    - 27-29 April 2026: CPA Small Branches workshop on strong and independent small parliaments (Malé, The Maldives).

On the resolution of the Association's ACT Branch, it was agreed that the actual expenditure incurred from the Assembly's budget for each CPA conference and seminar be included in the Assembly's annual report:

Table 47: Assembly budget expenditure on CPA event participation by attendee for 2025-26

Event	Attendee	Expenditure
Advanced Residency Program for Leadership in Parliament (Wellington, Aotearoa New Zealand)	Adam Walker	$2,171
68th Commonwealth Parliamentary Conference (Bridgetown, Barbados)	Mark Parton MLA (observer)	$16,589
	Tara Cheyne MLA	$11,807
Advanced Parliamentary Development Residency Program (Port of Spain, Trinidad and Tobago)	Elizabeth Lee MLA	$22,690
Small Branches workshop on strong and independent small parliaments (Malé, The Maldives)	Leanne Castley MLA	$12,991
	Michael Pettersson MLA	$8,739

The Association membership subscription for the branch for the year was $17, 803.

Appendix 18: Education programs

Table 48: Participation in education programs in 2025-26 compared with the last reporting period

Program	Participants in 2024-25	Average satisfaction (/3)	Participants in 2025-26	Average satisfaction (/3)
Committee Challenge	62	2.8	44	2.7 ▼
Community outreach	278	3	273	3 –
Constitutional Convention	19	2.8	37	2.6 ▼
Public Sector Seminars	614	2.9	718	3 ▲
School outreach	-	-	246	3 ▲
School visits	897	2.7	540	2.8 ▲
Digital school program	128	3	93	2.5 ▼
Speakers Citizenship Evening	239	2.9	247	2.6 ▼
Teacher professional learning	14	3	45	3 –
Tours	80	-	77	-
Westminster Workshop†	19	2.7	-	-
Work experience and internships	14	-	30	-
Youth Parliament*	-	-	21	2.8 ▲
Total	**2364**	**2.9**	**2370**	**2.8**

† Program does not run every year.

* Externally organised four-day program delivered at the Assembly. First time run in over a decade.

Appendix 19: Financial statements and management discussion and analysis

Legislative overview

The Office of the Legislative Assembly (the Office) is established by section 5 of the L*egislative Assembly (Office of the Legislative Assembly) Act 2012* (the Act), which provides that the Office consists of the Clerk and staff of the Office.

Section 6 of the Act states that the functions of the Office are to provide impartial advice and support to the Legislative Assembly, its committees and Members of the Assembly.

The Office also has the role of providing public education about the functions of the Assembly and its committees. The Office may exercise any other function given to it under the Act or another Territory law.

Pursuant to section 8 of the Act, the Clerk and the Office's staff are not subject to direction by the Executive or any Minister in the exercise of their functions. The Clerk is responsible for the management of the Office pursuant to section 10 of the Act.

Risk management

The Office maintains an ongoing program of risk assessment, treatment and review in accordance with the principles embodied in AS ISO 31000:2018. The Office's Audit and Risk Committee continues to play a role in regularly reviewing the risk management framework of the organisation, providing advice to the Clerk of the Assembly in relation to governance functions and contributing to the maintenance of an effective internal control framework across the Office.

Reporting entities

The 2025-26 financial statements relate to the Controlled and Territorial entities administered by the Office. The financial information is based on the audited financial statements for 2024-25 and 2025-26, and the 2025-26 Budget and forward estimates contained in the budget papers.

Controlled Financial Performance

1. Net Cost of Services

The Net Cost of Services is the total expenditure of the Office less Total Own Source Revenue. It is summarised in the table below.

Comparison to Budget

	Actual 2024-25 $m	Original Budget 2025-26 $m	Actual 2025-26 $m	Forward Estimate[1] 2026-27 $m	Forward Estimate[1] 2027-28 $m	Forward Estimate[1] 2028-29 $m	Forward Estimate[1] 2029-30 $m
Expenditure	13.288	13.842	13.689	14.238	14.350	14.572	14.803
Own Source Revenue	1.703	1.748	1.823	1.786	1.800	1.815	1.818
Net Cost of Services	**11.585**	**12.094**	**11.866**	**12.452**	**12.550**	**12.757**	**12.985**

[1] Forward estimates are based on the 2026-27 Budget tabled on 10 June 2026.

The Office's Net Cost of Services of $11.866m was lower than the budget of $12.094m (1.9 percent variance).

Comparison to Prior Year

The Net Cost of Services of $11.866m was higher than the prior year result of $11.585m (2.4 percent variance). This is largely due to increased employee expenses and supplies and services expenses.

Increase in employee expenses ($0.402m, 4.8 percent) was due to salary increases and filling of vacant positions in the Office. Supplies and services increased over the prior year ($0.216m, 4.8 percent). The increase was primarily attributable to higher costs associated with engaging consultants, contractors and professional service providers, as well as increased recording and transcription costs associated with the Hansard function.

Future Trends

The Office's future budget estimates (see above) include funding to continue its legislative functions outlined earlier in this document. Budget initiatives have been proposed to enhance the security of the Assembly, which will remain a key focus over the coming years.

2. Total Expenditure

Employee expenses including superannuation ($8.807m: 64.3 percent) and supplies and services ($4.723m: 34.5 percent) represent 98.8 percent of the Office's total expenditure.

The largest components of supplies and services were:

- information technology running costs including Digital Canberra services ($1.285m: 27.2 percent);
- building management ($1.073m: 22.7 percent);

- accommodation rental ($0.617m: 13.1 percent);
- consultants, contractors and professional services ($0.539m: 11.4 percent); and
- legal services and legislative drafting ($0.244m: 5.2 percent).

Comparison to Budget

Total expenditure of $13.689m was slightly lower than the budget of $13.842m (1.1 percent variance).

Comparison to Prior Year

Total expenditure of $13.689m was higher than the prior year actual of $13.288m as outlined above in 'Net Cost of Services – Comparison to Prior Year'.

Future Trends

The Office is committed to providing effective and equitable support services to the Speaker and non-executive members of the 11th Assembly. It will continue to allocate funding to projects and staffing positions identified as critical to maintaining business continuity and supporting the integrity of core operations.

3. Own Source Revenue

The most significant component of 'Own Source Revenue' is Grants and Contributions from other ACT Government entities ($1.650m: 90.5 percent). The major categories were:

- IT services provided by Digital Canberra ($0.781m: 47.3 percent);
- the value of accommodation and parking bay rental services provided by Infrastructure Canberra (iCBR) ($0.323m: 19.6 percent);
- the value of accommodation rental ($0.294m: 17.8 percent) relating to the proportion of space within the Legislative Assembly building occupied by Office staff; and
- legislative drafting services provided by the Parliamentary Counsel's Office to non-Executive MLAs and the Office of the Legislative Assembly ($0.184m: 11.2 percent).

Comparison to Budget and Prior Year

The Office's 'Own Source Revenue' was higher than the budget ($0.075m: 4.3 percent) mainly due to additional interest income and accommodation rental services provided free of charge by iCBR. This is the first year that accommodation and parking bay rental services have transitioned to a direct appropriation model, under which iCBR receives funding directly and the Office recognises these services as resources received free of charge.

The Office's 'Own Source Revenue' of $1.823m was marginally higher than the prior year ($1.703m), primarily due to the factors outlined above.

Controlled Financial Position

1. Total Assets

Total assets of $5.506m consist mainly of cash ($3.662m: 66.5 percent) and plant and equipment ($1.697m: 30.8 percent).

Comparison to Budget and Prior Year

Total assets amounted to $5.506 million, slightly lower than the budgeted figure of $5.529 million and the prior year's total of $5.568 million. The variance to budget was primarily due to lower cash balances at year end. The decrease from the prior year was mainly attributable to a reduction in the value of property, plant and equipment following the recent asset valuation.

Future Trends

The Office intends to utilise a portion of its unencumbered cash balance to support strategically important projects, including enhancements to ICT capabilities, and to meet future resource requirements.

2. Total Liabilities

The Office's total liabilities of $2.661m consist mostly of current and non-current employee benefit liabilities ($2.313m: 86.9 percent) and payables ($0.347m: 13 percent).

Comparison to Budget and Prior Year

Total liabilities of $2.661m were lower than the budget ($2.783m) and the prior year ($2.698m), primarily reflecting lower employee benefit liabilities.

Future Trends

The Office will continue to closely monitor and manage its employee benefit liabilities. It will also ensure that sufficient cash is maintained to meet these obligations as they fall due.

Territorial Statement of Income and Expenses

1. Income

Territorial income is largely Payment for Expenses on Behalf of the Territory to meet the cost of salaries and related employee entitlements for non-Executive members and their staff.

Payment for Expenses on Behalf of the Territory of $12.725m was $1.351m (9.6 percent) less than originally budgeted mainly due to some non-Executive members not fully utilising their staffing salary allocations.

2. Expenditure

Territorial expenditure is largely employee expenses and superannuation ($12.838m: 92.2 percent).

Comparison to Budget

Total expenditure was $1.377m (9 percent) lower than budgeted. This was mainly due to employee and superannuation expenses being $1.277m (9 percent) below budget, primarily due to lower utilisation of staffing allocations by some non-Executive members.

Comparison to Prior Year

Total expenditure of $13.931m was higher than the prior year ($12.661m) largely due to increases in employee expenses ($1.225m). The increase reflects the addition of one non-executive member and increased staffing support for members in the 11th Assembly.

Future Trends

Future appropriations are budgeted to increase in line with wage price indexation. The Office will continue to monitor these appropriations to assess whether they are sufficient to maintain the effective operations of non-Executive members and their staff.

Territorial Financial Position

1. Total Assets

Comparison to Budget and Prior Year

Total assets of $28.672m were lower than both the budget ($35.896m) and the prior year balance ($33.243m). The decrease was driven by a reduction in the value of the Assembly building arising from the recent asset valuation.

Future Trends

Physical security upgrades to the Assembly Building, including the public entrance upgrade, are underway and are expected to be completed in the 2026-27 financial year. Further capital works initiatives proposed in the 2026-27 Budget are intended to enhance the building's safety, functionality and amenity.

2. Total Liabilities

Comparison to Budget and Prior Year

Total liabilities of $1.654m were less than the budget ($2.080m) while higher than the prior year ($1.395m). The increase compared with the prior year was primarily due to higher accrued salaries and accumulated leave balances.

Future Trends

Total liabilities are expected to remain largely driven by employee-related obligations, with gradual increases anticipated over the forward estimates period due to salary indexation, the ongoing accumulation of employee leave entitlements and any changes arising from the negotiation and implementation of a new Enterprise Bargaining Agreement.

ACT Audit Office

AUDITOR-GENERAL AN OFFICER OF THE ACT LEGISLATIVE ASSEMBLY

INDEPENDENT AUDITOR'S REPORT

To the Members of the ACT Legislative Assembly

Opinion

I have audited the financial statements of the Office of the Legislative Assembly for the year ended 30 June 2026 which comprise the:

- Statement of responsibility and statement by the chief finance officer;
- Controlled financial statements – operating statement, balance sheet, statement of changes in equity, statement of cash flows and controlled statement of appropriation;
- Territorial financial statements – statement of income and expenses on behalf of the Territory, statement of assets and liabilities on behalf of the Territory, statement of cash flows on behalf of the Territory, and Territorial statement of appropriation; and
- Notes to the financial statements, including a summary of accounting

policies. In my opinion, the accompanying financial statements:

(i) present fairly, in all material respects, the Office of the Legislative Assembly's financial position as at 30 June 2026, and its financial performance and cash flows for the year then ended; and

(ii) are presented in accordance with the *Financial Management Act 1996* and comply with Australian Accounting Standards.

Basis for opinion

I conducted the audit in accordance with the Australian Auditing Standards. My responsibilities under the standards are further described in the 'Auditor's responsibilities for the audit of the financial statements' section of this report.

I am independent of the Office of the Legislative Assembly in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (Code). I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the Office of the Legislative Assembly for the financial statements

The Clerk of the Legislative Assembly is responsible for:

- preparing and fairly presenting the financial statements in accordance with the *Financial Management Act 1996* and relevant Australian Accounting Standards;
- determining the internal controls necessary for the preparation and fair presentation of the financial statements so that they are free from material misstatements, whether due to error or fraud; and
- assessing the ability of the Office of the Legislative Assembly to continue as a going concern and disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting in preparing the financial statements.

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Auditor's responsibilities for the audit of the financial statements

Under the *Financial Management Act 1996*, the Auditor-General is responsible for issuing an audit report that includes an independent opinion on the financial statements of the Office of the Legislative Assembly.

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the Office of the Legislative Assembly's internal controls;
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Office of the Legislative Assembly;
- conclude on the appropriateness of the Office of the Legislative Assembly's use of the going concern basis of accounting and, based on audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Office of the Legislative Assembly's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in this report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of this report. However, future events or conditions may cause the Office of the Legislative Assembly to cease to continue as a going concern; and
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether they represent the underlying transactions and events in a manner that achieves fair presentation.

I communicated with the Clerk of the Office of the Legislative Assembly regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identified during my audit.



Clea Lewis
Assistant Auditor-General, Financial Audit
27 August 2026

OFFICE OF THE LEGISLATIVE ASSEMBLY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2026

Office of the Legislative Assembly
Financial Statements
For the Year Ended 30 June 2026

Statement of Responsibility

In my opinion, the Office of the Legislative Assembly's financial statements fairly reflect the financial operations for the year ended 30 June 2026 and its financial position on that date.



Hamish Finlay
Acting Clerk of the Legislative Assembly
24 August 2026

Office of the Legislative Assembly
Financial Statements
For the Year Ended 30 June 2026

Statement by the Chief Finance Officer

In my opinion, the Office of the Legislative Assembly's financial statements have been prepared in accordance with the Australian Accounting Standards and are in agreement with its accounts and records and fairly reflect its financial operations for the year ended 30 June 2026 and the financial position on that date.



Don Shashika
Chief Finance Officer
Office of the Legislative Assembly
24 August 2026

Office of the Legislative Assembly

Controlled Financial Statements

For the Year Ended 30 June 2026

Office of the Legislative Assembly
Content of Controlled Financial Statements

Financial Statements

Operating Statement
Balance Sheet
Statement of Changes in Equity
Statement of Cash Flows
Statement of Appropriation

Overview Notes

Note 1 Objectives of the Office of the Legislative Assembly
Note 2 Basis of Preparation of the Financial Statements
Note 3 Impact of Accounting Standards Issued but yet to be Applied

Income Notes

Note 4 Grants and Contributions Income

Expenses Notes

Note 5 Employee Expenses
Note 6 Supplies and Services

Assets Notes

Note 7 Cash
Note 8 Property, Plant and Equipment

Liabilities Notes

Note 9 Payables
Note 10 Employee Benefits

Other Notes

Note 11 Financial Instruments
Note 12 Commitments
Note 13 Related Party Disclosures
Note 14 Budgetary Reporting

Office of the Legislative Assembly
Operating Statement
For the Year Ended 30 June 2026

	Note No.	Actual 2026 $'000	Original Budget 2026 $'000	Actual 2025 $'000
Income				
Controlled Recurrent Payments	#	11,540	11,540	11,282
Grants and Contributions Income	4	1,650	1,649	1,476
Other Income		173	99	227
Total Income		**13,363**	**13,288**	**12,985**
Expenses				
Employee Expenses	5	8,807	8,730	8,405
Supplies and Services	6	4,723	4,722	4,507
Depreciation and Amortisation	8	158	385	373
Other Expenses		1	5	3
Total Expenses		**13,689**	**13,842**	**13,288**
Operating Result		**(326)**	**(554)**	**(303)**
Other Comprehensive Income				
Items that will not be reclassified subsequently to profit or loss				
(Decrease) in the Asset Revaluation Surplus		(50)	-	(5)
Other Comprehensive Income		-	-	2
Total Other Comprehensive Result		**(50)**	-	**(3)**
Total Comprehensive Result		**(376)**	**(554)**	**(306)**

The above Operating Statement is to be read in conjunction with the accompanying notes.

Refer to the Statement of Appropriation

Office of the Legislative Assembly
Balance Sheet
As at 30 June 2026

	Note No.	Actual 2026 $'000	Original Budget 2026 $'000	Actual 2025 $'000
Current Assets				
Cash	7	3,662	3,757	3,558
Receivables		21	16	73
Other Assets		126	65	108
Total Current Assets		**3,809**	**3,838**	**3,739**
Non-Current Assets				
Property, Plant and Equipment	8	1,697	1,691	1,829
Total Non-Current Assets		**1,697**	**1,691**	**1,829**
Total Assets		**5,506**	**5,529**	**5,568**
Current Liabilities				
Payables	9	347	181	301
Lease Liabilities		1	59	22
Employee Benefits	10	2,246	2,462	2,271
Total Current Liabilities		**2,594**	**2,702**	**2,594**
Non-Current Liabilities				
Employee Benefits	10	67	81	104
Total Non-Current Liabilities		**67**	**81**	**104**
Total Liabilities		**2,661**	**2,783**	**2,698**
Net Assets		**2,845**	**2,746**	**2,870**
Equity				
Accumulated Funds		2,009	1,855	1,984
Asset Revaluation Surplus		836	891	886
Total Equity		**2,845**	**2,746**	**2,870**

The above Balance Sheet is to be read in conjunction with the accompanying notes.

Office of the Legislative Assembly
Statement of Changes in Equity
For the Year Ended 30 June 2026

	Accumulated Funds Actual 2026 $'000	Asset Revaluation Surplus Actual 2026 $'000	Total Equity Actual 2026 $'000	Total Equity Original Budget 2026 $'000
Balance at 1 July 2025	**1,984**	**886**	**2,870**	**2,949**
Comprehensive Income				
Operating Result	(326)	-	(326)	(554)
(Decrease) in the Asset Revaluation Surplus	-	(50)	(50)	-
Total Comprehensive Result	**(326)**	**(50)**	**(376)**	**(554)**
Transactions Involving Owners Affecting Accumulated Funds				
Capital Injections	351	-	351	351
Total Transactions Involving Owners Affecting Accumulated Funds	**351**	**-**	**351**	**351**
Balance at 30 June 2026	**2,009**	**836**	**2,845**	**2,746**

	Accumulated Funds Actual 2025 $'000	Asset Revaluation Surplus Actual 2025 $'000	Total Equity Actual 2025 $'000
Balance at 1 July 2024	**2,250**	**891**	**3,141**
Comprehensive Income			
Operating Result	(303)	-	(303)
(Decrease) in the Asset Revaluation Surplus	-	(5)	(5)
Other Comprehensive Result	2	-	2
Total Comprehensive Result	**(301)**	**(5)**	**(306)**
Transactions Involving Owners Affecting Accumulated Funds			
Capital Injections	35	-	35
Total Transactions Involving Owners Affecting Accumulated Funds	**35**	**-**	**35**
Balance at 30 June 2025	**1,984**	**886**	**2,870**

The above Statement of Changes in Equity is to be read in conjunction with the accompanying notes.

Office of the Legislative Assembly
Statement of Cash Flows
For the Year Ended 30 June 2026

	Note No.	Actual 2026 $'000	Original Budget 2026 $'000	Actual 2025 $'000
Cash Flows from Operating Activities				
Receipts				
Controlled Recurrent Payments		11,540	11,540	11,282
Interest Received		152	46	167
Goods and Services Tax Credits from the Australian Taxation Office		233	254	185
Other		26	159	10
Total Receipts from Operating Activities		**11,951**	**11,999**	**11,644**
Payments				
Employee Payments		8,806	8,208	7,956
Supplies and Services		3,059	3,588	3,013
Borrowing Costs		-	2	2
Goods and Services Tax Paid to Suppliers		235	223	192
Other		-	3	-
Total Payments from Operating Activities		**12,100**	**12,024**	**11,163**
Net Cash (Outflows)/Inflows from Operating Activities	7	**(149)**	**(25)**	**481**
Cash Flows from Investing Activities				
Payments				
Purchase of Property, Plant and Equipment		76	35	107
Total Payments from Investing Activities		**76**	**35**	**107**
Net Cash (Outflows) from Investing Activities		**(76)**	**(35)**	**(107)**
Cash Flows from Financing Activities				
Receipts				
Capital Injections		351	351	35
Total Receipts from Financing Activities		**351**	**351**	**35**
Payments				
Repayment of Finance Liabilities - Principal		22	29	34
Total Payments from Financing Activities		**22**	**29**	**34**
Net Cash Inflows from Financing Activities		**329**	**322**	**1**
Net Increase in Cash		**104**	**262**	**375**
Cash at the Beginning of the Reporting Period		3,558	3,495	3,183
Cash at the End of the Reporting Period	7	**3,662**	**3,757**	**3,558**

The above Statement of Cash Flows is to be read in conjunction with the accompanying notes.

Office of the Legislative Assembly
Controlled Statement of Appropriation
For the Year Ended 30 June 2026

Description and Material Accounting Policies Relating to Appropriations

Controlled Recurrent Payments are revenue received from the ACT Government to fund the costs of the operations and principal activities outlined in Note 1 *Objectives of the Office of the Legislative Assembly*. They are recorded as revenue on receipt.

Capital injection appropriations are not recognised as income but instead are recognised as equity injections and a cash inflow to expand the Office's artwork and library collections. It also includes appropriation provided to meet salary costs associated with an additional pay period during the financial year.

Column Heading Explanations

The Original Budget column shows the amounts that appear in the Statement of Cash Flows in the Budget Papers. This amount also appears in the Statement of Cash Flows.

The Total Appropriated column is inclusive of all appropriation variations occurring after the Original Budget.

The Appropriation Drawn is the total amount of appropriation received by the Office during the year. This amount appears in the Statement of Cash Flows.

	Original Budget 2026 $'000	Total Appropriated 2026 $'000	Appropriation Drawn 2026 $'000	Appropriation Drawn 2025 $'000
Controlled				
Controlled Recurrent Payments	11,540	11,540	11,540	11,282
Capital Injections	351	351	351	35
Total Controlled Appropriation	**11,891**	**11,891**	**11,891**	**11,317**

The above Controlled Statement of Appropriation is to be read in conjunction with the accompanying notes.

Variances between '2025-2026 Controlled Recurrent Payments Appropriation Drawn' and '2024-2025 Controlled Recurrent Payments Appropriation Drawn'

The increase in Controlled Recurrent Payments Appropriation Drawn in 2026 was mainly due to increased resourcing provided for the non-Executive members in the 11th Assembly.

Variances between '2026 Capital Injection Appropriation Drawn' and '2025 Capital Injection Appropriation Drawn'

The higher Capital Injection Appropriation Drawn amount in 2026 was due to budget technical adjustments for supplementation for additional pay period in 2026-27.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 1. OBJECTIVES OF THE OFFICE OF THE LEGISLATIVE ASSEMBLY

Operations and Principal Activities

The *Australian Capital Territory (Self-Government) Act 1988* [Cth] (the Self-Government Act) established the Australian Capital Territory as a body politic under the Crown. The Self-Government Act stipulates that there shall be a Legislative Assembly for the ACT and gives the Assembly power to make laws for the peace, order and good government of the Territory. Provisions of the Self-Government Act also govern the constitution of the Assembly, its procedures and obligations.

The Office of the Legislative Assembly (the Office) was established under the *Legislative Assembly (Office of the Legislative Assembly) Act 2012* (the Act). In accordance with section 5 of the Act, the Office comprises the Clerk and the staff of the Office. Pursuant to section 10, the Clerk is responsible for the overall management of the Office.

Section 6 of the Act established the functions of the Office as being to provide impartial advice and support to the Legislative Assembly and its committees, and members of the Assembly, including by:

- providing advice on parliamentary practice and procedure and the functions of the Assembly and committees;
- reporting proceedings of the Assembly and meetings of committees;
- maintaining an official record of proceedings of the Assembly;
- providing library and information facilities and services for members;
- providing staff to enable the Assembly and committees to operate efficiently;
- providing business support functions, including administering the entitlements of members who are not part of the executive; and
- maintaining the Assembly precincts.

The Office also has the function of providing public education about the functions of the Assembly and committees and may exercise any other function given to it under the Act.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 2. BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

Legislative Requirements

The *Financial Management Act 1996* (FMA) requires the preparation of annual financial statements for ACT Government agencies. The FMA and the *Financial Management Guidelines* issued under the Act, requires the Office's financial statements to include:

(i) an Operating Statement for the year;

(ii) a Balance Sheet as at the end of the year;

(iii) a Statement of Changes in Equity for the year;

(iv) a Statement of Cash Flows for the year;

(v) a Statement of Appropriation for the year;

(vi) the material accounting policies adopted for the year; and

(vii) other statements as necessary to fairly reflect the financial operations of the Office during the year and its financial position at the end of the year.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards (as required by the FMA), supplemented by following the ACT Accounting and Disclosure Policies.

Accrual Accounting

The financial statements have been prepared using the accrual basis of accounting. The financial statements are prepared according to historical cost convention, except for property, plant and equipment which are valued at fair value in accordance with (re)valuation policies applicable to the Office during the reporting period.

Currency

These financial statements are presented in Australian dollars, which is the Office's functional currency.

Individual Not-for-Profit Reporting Entity

The Office is an individual not-for-profit reporting entity.

NOTE 2. BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS – CONTINUED

Controlled and Territorial Items

The Office produces Controlled and Territorial financial statements. The Controlled financial statements include income, expenses, assets and liabilities over which the Office has control. The Territorial financial statements include income, expenses, assets and liabilities that the Office administers on behalf of the Territory but does not control.

The purpose of the distinction between Controlled and Territorial is to enable an assessment of the Office's performance against the decisions it has made in relation to the resources it controls, while maintaining accountability for all resources under its responsibility.

The basis of preparation described applies to both Controlled and Territorial financial statements except where specified otherwise.

Reporting Period

These financial statements state the financial performance, changes in equity and cash flows of the Office for the year ended 30 June 2026 together with the financial position of the Office as at 30 June 2026.

Comparative Figures

Budget Figures

To facilitate a comparison with the Budget Papers, as required by the FMA, budget information for 2025-26 has been presented in the financial statements. Budget numbers in the financial statements are the original budget numbers that appear in the Budget Papers/Budget Addendum.

Prior Year Comparatives

Comparative information has been disclosed in respect of the previous period for amounts reported in the financial statements, except where an Australian Accounting Standard does not require comparative information to be disclosed.

Where the presentation or classification of items in the financial statements is amended, the comparative amounts have been reclassified where practical. Where a reclassification has occurred, the nature, amount and reason for the reclassification is provided.

Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars ($'000). Use of "-" represents zero amounts or amounts rounded down to zero.

Going Concern

The 2025-26 financial statements have been prepared on a going concern basis as the Office has been funded in the ACT Government 2026-27 Budget and the Budget Papers include forward estimates for the Office.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 3. IMPACT OF ACCOUNTING STANDARDS ISSUED BUT YET TO BE APPLIED

Impact of Accounting Standards Issued but yet to be Applied

The information below applies to both the Controlled and Territorial financial statements.

All Australian Accounting Standards and Interpretations issued but yet to be applied are applicable to future reporting periods and will be adopted from their application date.

Standards and Interpretations issued but yet to be applied have been assessed as not being relevant to the Office or will have an immaterial financial impact on the Office. However, AASB 18 Presentation and Disclosure in Financial Statements (applicable 1 January 2027 for for-profit public sector agencies or applicable 1 January 2028 for not-for-profit public sector agencies) does contain some major presentation/disclosure changes that may impact on the Office including:

- that operating, investing and financing categories as well as additional subtotals have to be included in the agency's operating statement;
- the disclosure of management-defined performance measures and reconciliations of these measures with the subtotals required by AASB Standards; and
- enhanced requirements for the grouping (aggregation and disaggregation) of information in the financial statements and in the notes.

The AASB has issued an exposure draft (ED 338 Application of AASB 18 and AASB 107 by Superannuation and Not-for-Profit Entities and Operating Cash Flow Reconciliation) that outlines modifications to AASB 18 for not-for-profit public sector entities. If these modifications in the exposure draft are adopted, they will effectively enable the Office to continue to broadly apply the existing disclosure requirements contained in AASB 101 Presentation of Financial Statements. However, as this exposure draft is not yet finalised, the impact on the Office's financial statements from the adoption of AASB 18 cannot be determined at this time.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

INCOME NOTES

Material Accounting Policies – Income

Income Recognition

Revenue is recognised in accordance with AASB 15 *Revenue from Contracts with Customers* where the contract is enforceable and contains sufficiently specific performance obligations, otherwise income is in the scope of AASB 1058 *Income of Not-for-Profit Entities*.

NOTE 4. GRANTS AND CONTRIBUTIONS INCOME

Description and Material Accounting Policies Relating to Grants and Contributions Income

Goods and services received free of charge from ACT Government agencies are recorded as revenue and an expense in the Operating Statement at fair value. The revenue is separately disclosed under grants and contributions, with the expense being recorded in the line item to which it relates. Services that are received free of charge are only recorded in the Operating Statement if they can be reliably measured and would have been purchased if not provided to the Office free of charge.

Material Accounting Judgements and Estimates – Grants and Contributions

The Office has made a significant judgement in estimating the value of grants and contributions. The Legislative Assembly building is part of the Office's Territorial operation. A section of this building is mainly used by the Office's committee and chamber support services. The office space is provided by the Office's Territorial operation to its controlled operation free of charge.

The Office has estimated the value of the office space provided free of charge primarily based on a valuation of the Legislative Assembly building prepared by an independent valuer. The estimation considers factors such as the net lettable area, assessed market rental and size of the area occupied by the Office.

	2026 $'000	2025 $'000
Resources Received Free of Charge		
Legislative Drafting Services [a]	184	281
Legal Services [a]	60	162
ICT Services Provided by Digital Canberra	781	760
Accommodation Rental Provided by the Office's Territorial Entity	294	273
Accommodation and Parking Rental Services Provided by Infrastructure Canberra [b]	323	-
Human Resources and Postage Services provided by Shared Services	8	-
Total Grants and Contributions Income	**1,650**	**1,476**

a) Legislative drafting services and legal services are demand driven and depend on the number of requests made during the year.

b) Services provided free of charge by Infrastructure Canberra resulting from the direct appropriation arrangement started in 2025-26.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 4. GRANTS AND CONTRIBUTIONS INCOME - CONTINUED

A breakdown of the total Legislative Drafting Services by recipient is provided below.

	2026 $'000	2025 $'000
Recipient		
Ms Barry	2	-
Mr Braddock	20	33
Ms Clay	28	4
Mr Cocks	4	8
Mr Emerson	22	21
Ms Nuttal	10	8
Mr Parton	8	8
Mr Rattenbury	8	31
Mr Werner-Gibbings	10	-
Other Members	-	76
Office of the Legislative Assembly	72	92
Total	**184**	**281**

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

EXPENSES NOTES

NOTE 5. EMPLOYEE EXPENSES

Description and Material Accounting Policies Relating to Employee Expenses

Employee expenses comprise all costs incurred in relation to employing staff including wages and salaries, fringe benefits tax, leave entitlements, annual leave loading, termination payments, workers' compensation insurance premiums, accrued flextime, non-monetary benefits, and other employee benefits and on-cost expenses.

Wages and salaries are recognised in the reporting period when the employee renders services to the Office. They are measured based on the amount paid to employees during the year as well as any wages and salaries due to employees that remain unpaid at the end of the financial year.

(See Note 10: Employee Benefits for accrued salaries, and annual and long service leave).

Superannuation Expense

Employees of the Office will have different superannuation arrangements due to the type of superannuation scheme available at the time of commencing employment, including both defined benefit and defined contribution superannuation scheme arrangements.

For employees who are members of the defined benefit Commonwealth Superannuation Scheme (CSS) and Public Sector Superannuation Scheme (PSS), the Office makes employer superannuation contribution payments to the Territory Banking Account at a rate determined by the Chief Minister, Treasury and Economic Development Directorate. The Office also makes productivity superannuation contribution payments on behalf of these employees to the Commonwealth Superannuation Corporation, which is responsible for administration of the schemes.

For employees who are members of defined contribution superannuation schemes (the Public Sector Superannuation Scheme Accumulation Plan (PSSAP) and schemes of employee choice), the Office makes employer superannuation contribution payments directly to the employees' relevant superannuation fund.

All defined benefit employer superannuation contributions are recognised as expenses on the same basis as the employer superannuation contributions made to defined contribution schemes. The accruing superannuation liability obligations are expensed as they are incurred and extinguished as they are paid.

	2026 $'000	2025 $'000
Wages and Salaries [a]	6,755	6,243
Annual Leave Expense	589	633
Long Service Leave Expense [b]	137	395
Workers' Compensation Insurance Premium	80	66
Superannuation Contributions to the Territory Banking Account	401	343
Productivity Benefit	35	32
Superannuation to External Providers	774	664
Other Employee Benefits and On-Costs	36	29
Total Employee Expenses	**8,807**	**8,405**

a) The increase is largely attributable to the Office filling essential positions and implementing salary increases under the EBA.

b) The decrease is primarily due to a higher proportion of newer employees with lower long service leave accruals, together with updated actuarial assumptions applied to the valuation of long service leave liabilities.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 6. SUPPLIES AND SERVICES

Description and Material Accounting Policies Relating to Supplies and Services

General – Supplies and Services

Purchases of Supplies and Services generally represent the day-to-day running costs incurred in normal operations, recognised in the reporting period in which these expenses are incurred. Supplies and Services are measured at the amount paid or payable, or where Supplies and Services have been provided free of charge, they are measured at their fair value at the time they are provided.

Auditor Service Fees

Audit Fees are included in the Internal and External Auditor Fees line item below. Auditor's remuneration consists of financial audit services provided to the Office by the ACT Audit Office. Office of the Legislative Assembly's audit fees for the audit of its 2025-26 financial statements was $69,849 ($66,523 in 2024-25). No other services were provided by the ACT Audit Office.

Insurance

Major risks are insured through the ACT Insurance Authority and reported below as Insurance Premium. The excess payable, under these arrangements, varies depending on each class of insurance held.

Repairs and Maintenance

Maintenance expenses which do not increase the service potential of an asset are expensed and included in the Building Management line item below.

Accommodation Rental Expenses

Accommodation rental expenses consist of grants and contributions from the Territorial entity for Office staff being accommodated in the Assembly building and a rental agreement with Infrastructure Canberra.

	2026 $'000	2025 $'000
Building Management [a]	1,073	1,044
Digital Canberra Services received free of charge	781	760
Accommodation Rental	617	567
Consultants, Contractors and Professional Services [b]	539	349
Information Technology Running Costs	504	487
Legal Services and Legislative Drafting	244	443
Recording and Transcription	220	140
Staff Training and Services	155	127
Travel	114	110
Library Materials	101	100
Internal and External Auditor Fees	96	72
Printing and Stationery	81	78
Insurance Premium	63	65
Hospitality and Functions	24	27
Telephone	18	5
Advertising	9	32
Other	84	101
Total Supplies and Services	**4,723**	**4,507**

a) The building management expenses relate to repairs and maintenance, cleaning, utilities, waste management and security.
b) The increase is primarily due to consultancy services engaged to provide specialist advice to Committees, security advice, and non-current asset valuation services.

ASSETS NOTES

NOTE 7. CASH

Description and Material Accounting Policies Relating to Cash

Cash

The Office holds two bank accounts with Westpac Banking Corporation as part of the whole-of-government banking arrangements. As part of these arrangements, the Office receives interest on one of these accounts. The weighted average interest rate for cash at bank for 2025-26 and 2024-25 was 4.29% and 4.68% respectively.

Cash includes cash at bank.

a) Cash

	2026 $'000	2025 $'000
Cash at Bank [a]	3,662	3,558
Total Cash	**3,662**	**3,558**

a) The increase in Cash at Bank of $0.104 million was mainly due to appropriation provided for the additional pay period in 2025-26.

b) Reconciliation of Cash at the End of the Reporting Period in the Statement of Cash Flows to the Equivalent Items in the Balance Sheet.

	2026 $'000	2025 $'000
Total Cash Recorded in the Balance Sheet	3,662	3,558
Cash at the End of the Reporting Period as Recorded in the Statement of Cash Flows	**3,662**	**3,558**

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 7. CASH - CONTINUED

c) Reconciliation of Operating Result to Net Cash Inflows from Operating Activities

	2026 $'000	2025 $'000
Operating Result	(326)	(303)
Add/(Less) Non-Cash Items		
Depreciation of Plant and Equipment	158	373
Cash Before Changes in Operating Assets and Liabilities	**(168)**	**70**

Changes in Operating Assets and Liabilities	2026 **$'000**	2025 $'000
Decrease/(Increase) in Receivables	52	(53)
(Increase) in Other Assets	(18)	(36)
Increase in Payables	46	85
(Decrease)/Increase in Employee Benefits	(61)	415
Net Changes in Operating Assets and Liabilities	**19**	**411**
Net Cash (Outflow)/Inflows from Operating Activities	**(149)**	**481**

d) Non-Cash Financing and Investing Activities

Acquisition of motor vehicles by means of lease	(21)	(37)

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 8. PROPERTY, PLANT AND EQUIPMENT

Description and Material Accounting Policies Relating to Property, Plant and Equipment

The following classes of Property, Plant and Equipment are held by the Office:

Plant and equipment are tangible assets like machinery, apparatus, appliances, containers, implements or tools that are used by the Office to produce goods or assist in providing services to the community. Plant and equipment are assets that are used directly by the Office rather than directly by the general community. Plant and equipment tend to be smaller and more mobile in nature than other types of property, plant and equipment like buildings, roads and land. Plant and Equipment includes office equipment, furniture and fittings. Right-of-use plant and equipment are not included in the plant and equipment asset class.

Right-Of-Use Plant and Equipment has the same definition as plant and equipment, with the exception that they are held under a lease. Right-of-use plant and equipment held by the Office includes motor vehicle.

Leasehold improvements are capital expenditure items incurred in relation to leased assets. Leasehold improvements include the fit-out of the tenancy in the North Building and the associated assets included at this site.

Heritage assets refer to assets that have unique cultural, historical, geographical, scientific, and/or environmental attributes and that the Territory intends to preserve indefinitely because of those attributes. A common feature of heritage assets is that they cannot be replaced, and they are not usually available for sale or for redeployment. Heritage assets held by the Office include an artwork and library collection.

Acquisition and Recognition of Plant and Equipment

Plant and equipment assets are initially measured at cost. Where plant and equipment assets are acquired at no or nominal cost, cost is its fair value as at the date of acquisition.

Plant and equipment and leasehold improvements with a minimum value of $2,000 are capitalised.

Measurement of Plant and Equipment After Initial Recognition

Plant and equipment, leasehold improvements and heritage assets are measured at fair value. The fair value measurement of property, plant and equipment is discussed in *Material Accounting Judgements and Estimates – Fair Value of Assets*.

Plant and equipment except for right-of-use assets, leasehold improvements and heritage assets are revalued every 3 years. However, if at any time management considers that the carrying amount of an asset materially differs from its fair value, then the asset will be revalued regardless of when the last valuation took place. Any accumulated depreciation relating to plant and equipment, leasehold improvements and heritage assets at the date of revaluation is written back against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Right-of-use assets are initially measured at cost. After the commencement date, right-of-use assets are measured at cost less accumulated depreciation and accumulated losses and adjusted for any re-measurement of the lease liability.

Material Accounting Judgements and Estimates – Fair Value of Assets

Furniture, plant and equipment (excluding audio visual and broadcasting equipment), artworks and other collectables were valued using the market approach that reflects recent transaction prices for similar assets and comparable sales in an active market.

The library collection was valued using the market approach that reflects recent transaction prices for library assets in active and thinly traded markets.

NOTE 8. PROPERTY, PLANT AND EQUIPMENT – CONTINUED

Leasehold improvements and plant equipment (audio visual and broadcasting equipment only) were valued using the cost approach that reflects the cost to a market participant to construct assets of comparable utility adjusted for obsolescence. The fair value of these items of plant and equipment is affected by the obsolescence of the assets and the consumption of their economic benefits over time.

Valuation of Non-Current Assets

CBRE Valuations Pty Ltd performed revaluations of the Office's Non-Current Assets. All members of the valuation team are Certified Practising Valuers of the Australian Property Institute. The latest valuation was performed as at 30 June 2026.

Description and Useful Life

Depreciation is the systematic allocation of the cost of an asset less its residual value over its useful life.

Depreciation is applied to physical assets such as buildings, infrastructure assets, and plant and equipment.

Land, and some heritage assets have an unlimited useful life and are therefore not depreciated.

Right-of-use buildings, plant and equipment, and infrastructure assets as well as leasehold improvements are depreciated over the estimated useful life of each asset, or the unexpired period of the relevant lease, whichever is shorter.

All depreciation is calculated after first deducting any residual values, which remain for each asset.

Depreciation for property, plant and equipment is determined as follows:

Class of Asset	Depreciation Method	Useful Life (Years)
Plant and Equipment	Straight-line	2-20
Right-of-Use Plant and Equipment	Straight-line	2-4
Leasehold Improvements	Straight-line	10

NOTE 8. PROPERTY, PLANT AND EQUIPMENT – CONTINUED

Reconciliation of Property, Plant and Equipment – 2025-26

	Plant and Equipment $'000	Right-of-Use Plant and Equipment $'000	Heritage Assets $'000	Total $'000
Carrying Amount at the Beginning of the Reporting Period	545	21	1,263	1,829
Additions	41	-	35	76
Revaluation (Decrement)	(25)	-	(25)	(50)
Depreciation	(138)	(20)	-	(158)
Carrying Amount at the End of the Reporting Period	**423**	**1**	**1,273**	**1,697**

Reconciliation of Property, Plant and Equipment – 2024-25

	Plant and Equipment $'000	Right-of-Use Plant and Equipment $'000	Leasehold Improvements $'000	Heritage Assets $'000	Total $'000
Carrying Amount at the Beginning of the Reporting Period	614	58	201	1,228	2,101
Additions	74	-	-	35	109
Revaluation (Decrement)	(5)	-	-	-	(5)
Depreciation	(138)	(34)	(201)	-	(373)
Changes in right-of-use assets due to changes in lease liability	-	(3)	-	-	(3)
Carrying Amount at the End of the Reporting Period	**545**	**21**	**-**	**1,263**	**1,829**

	2026 $'000	2025 $'000
Reconciliation of Depreciation Amounts from the Notes to the Amount on the Face of the Operating Statement		
Depreciation Expense (from Note 8 *Property, Plant and Equipment* above)	158	373
Total Depreciation Expense on the Operating Statement	**158**	**373**

NOTE 8. PROPERTY, PLANT AND EQUIPMENT – CONTINUED

Fair Value Hierarchy

The Office is required to classify property, plant and equipment into a Fair Value Hierarchy that reflects the significance of the inputs used in determining their fair value. The Fair Value Hierarchy is made up of the following three levels:

- Level 1 – quoted prices (unadjusted) in active markets for identical assets or liabilities that the Office can access at the measurement date;
- Level 2 – inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly; and
- Level 3 – inputs that are unobservable for particular assets or liabilities.

Details of the Office's property, plant and equipment at fair value and information about the Fair Value Hierarchy as at 30 June are shown in the following table.

2026	Level 2 $'000	Level 3 $'000	Total $'000
Property, Plant and Equipment at Fair Value			
Plant and Equipment	298	125	423
Heritage Assets	1,065	208	1,273
	1,363	**333**	**1,696**

2025	Level 2 $'000	Level 3 $'000	Total $'000
Property, Plant and Equipment at Fair Value			
Plant and Equipment	405	140	545
Heritage Assets	1,007	256	1,263
	1,412	**396**	**1,808**

Level 2 Valuation Techniques and Inputs

Material Accounting Judgements and Estimates – Fair Value of Assets

The Office has made the following significant estimates regarding the fair value of its assets. The fair value of assets is subject to management assessment between formal valuations.

Valuation Technique: Plant and Equipment – (furniture and certain plant and equipment) and Heritage Assets – (artworks and other collectables) – the valuation technique used is the market approach that reflects recent transaction prices for similar assets and comparable sales in an active market.

Inputs: Prices and other relevant information generated by market transactions involving comparable assets were considered.

NOTE 8. PROPERTY, PLANT AND EQUIPMENT – CONTINUED

Level 3 Valuation Techniques and Significant Unobservable Inputs

Valuation Technique: Heritage Assets – (library collection) the valuation technique used to value the library collection is the market approach that reflects recent transaction prices for library assets in active and thinly traded markets.

Significant Unobservable Inputs: Heritage Assets – (library collection) due to the characteristics of the library collection, there was insufficient market evidence of directly comparable transactions to determine fair value. Reference was made to transactions with limited levels of comparability and adjusted by the valuer using professional judgement to take account of the differing characteristics. These adjustments were evaluated for reasonableness against academic and market research as well as the value for other library collection assets held by other entities.

Valuation Technique: Other Property, Plant and Equipment – (plant and equipment and leasehold improvements) were measured using the cost approach that reflects the cost to a market participant to construct assets of comparable utility adjusted for obsolescence.

Significant Unobservable Inputs: Other Property, Plant and Equipment – (plant and equipment and leasehold improvements) in determining the value of plant and equipment, regard was given to the age and condition of the assets, their estimated replacement cost and current use. This required the use of data internal to the Office. The fair value of plant and equipment is affected by the obsolescence of the assets and the consumption of their economic benefits over time.

Fair Value Measurements using Significant Unobservable Inputs (Level 3)

2026	**Plant and Equipment** $'000	**Heritage Assets $'000**	**Total $'000**
Fair Value at the Beginning of the Reporting Period	140	256	396
Additions	-	5	5
Depreciation	(61)	-	(61)
Revaluation Increment/(Decrement)	6	(53)	(47)
Other Movements	40	-	40
Fair Value at the End of the Reporting Period	**125**	**208**	**333**

2025	**Plant and Equipment $'000**	**Leasehold Improvements $'000**	**Heritage Assets $'000**	**Total $'000**
Fair Value at the Beginning of the Reporting Period	197	201	251	649
Additions	-	-	5	5
Depreciation	(57)	(201)	-	(258)
Fair Value at the End of the Reporting Period	**140**	**-**	**256**	**396**

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

LIABILITIES NOTE

NOTE 9. PAYABLES

Description and Material Accounting Policies Relating to Payables

Payables are initially recognised at fair value based on the transaction cost and subsequent to initial recognition at amortised cost, with any adjustments to the carrying amount being recorded in the Operating Statement. All amounts are normally settled within 14 days after the invoice date. Payables include Trade Payables and Accrued Expenses.

	2026 $'000	2025 $'000
Current Payables		
Trade Payables	146	68
Accrued Expenses	201	233
Total Current Payables	**347**	**301**
Total Payables	**347**	**301**

NOTE 10. EMPLOYEE BENEFITS

Description and Material Accounting Policies Relating to Employee Benefits

Accrued Wages and Salaries

Accrued wages and salaries are measured at the amount that remains unpaid to employees at the end of the reporting period.

NOTE 10. EMPLOYEE BENEFITS – CONTINUED

Annual and Long Service Leave – Office of the Legislative Assembly staff

Annual and long service leave, including applicable on-costs that are not expected to be wholly settled before twelve months after the end of the reporting period when the employees render the related service, are measured at present value of estimated future payments to be made in respect of services provided by employees up to the end of the reporting period. Consideration is given to the future wage and salary levels, experience of employee departures and periods of service. At the end of each reporting period, the present value of future annual leave and long service leave payments is estimated using market yields on Commonwealth Government bonds with terms to maturity that match, as closely as possible, the estimated future cash flows.

Annual leave liabilities have been estimated on the assumption they will be wholly settled within three years. This financial year the rate used to estimate the present value of future:

- Payments for annual leave is 98.0% (99.5% in 2024-25); and
- Payments for long service leave is 95.5% (100.1% in 2024-25).

The long service leave liability is estimated with reference to the minimum period of qualifying service. For employees with less than the required minimum period of qualifying service (ie 7 years for employees under 55 years and 1 year for employees 55 years or older), the probability that employees will reach the required minimum period has been considered in estimating the provision for long service leave and applicable on-costs.

On-costs only become payable if the employee takes annual and long service leave while in-service. The probability that employees will take annual and long service leave while in-service has been considered in estimating the liability for on-costs.

Annual leave and long service leave liabilities are classified as current liabilities in the Balance Sheet where there are no unconditional rights to defer the settlement of the liability for at least twelve months. Conditional long service leave liabilities are classified as non-current because the Office has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service.

Significant judgements have been applied in estimating the annual and long service leave liabilities, given that the Office uses the Whole-of-Government present value, probability and on-cost factors. These factors are issued by ACT Treasury and apply to all Agencies. ACT Treasury organises an actuarial review to be undertaken every three years by the Australian Government Actuary to estimate each of these factors. The latest assessment was undertaken in December 2024 and early 2025, with the next review expected to be undertaken by late 2027.

Flextime Liability

The Flextime liability is expected to be wholly settled within twelve months after the end of the reporting period, and as such is measured at nominal value based on the remuneration rates that the Office expects to pay when the liability is settled. Judgement has been applied in estimating the Flextime liability. The Office has used the actual flextime balance of eligible employees, in hours, and applied hourly rates and applicable on-costs adjusted for the percentage of flextime taken in service to calculate the Flextime liability. The flextime balance in hours for an individual employee is capped at their normal weekly hours as this is the maximum flextime credits eligible to be paid out upon the cessation of their employment in accordance with the OLA Enterprise Agreement 2023-26.

The flextime liability is classified as a current liability in the Balance Sheet as the agency does not have an unconditional right to defer the settlement of the liability for at least 12 months.

NOTE 10. EMPLOYEE BENEFITS – CONTINUED

	2026 $'000	2025 $'000
Current Employee Benefits		
Annual Leave	592	608
Long Service Leave [a]	1,333	1,391
Accrued Salaries	261	221
Flextime	60	49
Other Employee Benefits	-	2
Total Current Employee Benefits	**2,246**	**2,271**
Non-Current Employee Benefits		
Long Service Leave [a]	67	104
Total Non-Current Employee Benefits	**67**	**104**
Total Employee Benefits	**2,313**	**2,375**

	2026 $'000	2025 $'000
Estimate of when Leave is Payable		
Estimated Amount Payable within 12 Months		
Annual Leave	514	525
Long Service Leave	272	300
Accrued Salaries	261	221
Flextime	60	49
Other Employee Benefits	-	2
Total Employee Benefits Payable within 12 Months	**1,107**	**1,097**
Estimated Amount Payable after 12 Months		
Annual Leave	77	83
Long Service Leave	1,129	1,195
Total Employee Benefits Payable after 12 Months	**1,206**	**1,278**
Total Employee Benefits	**2,313**	**2,375**

a) The lower long service leave liability is mainly due to employees with significant accrued long service leave balance commencing extended periods of leave as part of their transition to retirement.

At 30 June 2026, the Office employed 59.04 FTE staff (60.0 FTE staff at 30 June 2025).

NOTE 11. FINANCIAL INSTRUMENTS

Material Accounting Policies Relating to Financial Instruments

Details of the material accounting policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset and financial liability are disclosed in the note to which they relate. In addition to these policies, the following are also accounting policies relating to financial assets and liabilities.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The Office's cash is held in floating interest rate arrangements and the Office has no financial liabilities subject to floating interest rates. Accordingly, the Office is exposed only to movements in interest receivable; it is not exposed to movements in interest payable.

There have been no changes in risk exposure or processes for managing risk since last financial reporting period.

Sensitivity Analysis

A sensitivity analysis has not been undertaken for the interest rate risk of the Office as it has been determined that the possible impact on income and expenses or total equity from fluctuations in interest rates is immaterial.

Credit Risk

Credit risk is managed by the Office for cash at bank by holding bank balances with the ACT Government's appointed transactional bank, Westpac Banking Corporation (Westpac). S&P Global Ratings has assigned a AA- issuer credit rating to Westpac. A 'AA-' credit rating means the obligor has a 'very strong to strong capacity to meet its financial commitments'. The Office has assessed its credit risk for receivables and determined that high proportions are from ACT Government agencies with strong credit worthiness. Remaining debtors are assessed as immaterial.

There have been no changes in credit risk exposure since the last reporting period.

Liquidity Risk

Liquidity risk is the risk that the Office will encounter difficulties in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

The Office's main financial obligations relate to the purchase of supplies and services. These financial obligations are usually met within 14 days of receipt of a tax invoice or receipt of the goods and services.

The main source of cash to pay these obligations is appropriation (Controlled Recurrent Payments), which is paid on a fortnightly basis during the year. The Office manages its liquidity risk through forecasting appropriation drawdown requirements to enable payment of anticipated obligations.

The Office's exposure to liquidity risk and the management of this risk have not changed since the previous reporting period.

NOTE 12. COMMITMENTS

Description and Material Accounting Policies Relating to Commitments

Commitments are a firm intention, but not a present obligation, at the end of the reporting period to incur future expenditure. As such, commitments do not constitute a liability. Commitments usually arise from contracts, but can arise from other things like placing an order.

Commitments are measured at their nominal value and are inclusive of GST.

Other Commitments

	2026 $'000	2025 $'000
Within one year	1,127	416
Later than one year but not later than five years	1,800	484
Total Other Commitments	**2,927**	**900**

These commitments include contracts relating to various advisors, software systems, transcription services and building management services. The increase in 2025-26 was largely attributable to new contracts for parliamentary portal software and cleaning services.

NOTE 13. RELATED PARTY DISCLOSURES

Description and Material Accounting Policies Relating to Related Party Disclosures

A related party is a person that controls or has significant influence over the reporting entity or is a member of the Key Management Personnel (KMP) of the reporting entity or its parent entity. It includes their close family members and entities in which the KMP or/and their close family members individually or jointly have controlling interests.

KMP are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly.

(a) Key Management Personnel

(i) Compensation of Key Management Personnel

The Office is controlled by the Clerk of the Legislative Assembly advised by an Executive Management Committee comprised of five other senior staff members. The Office does not have a Minister.

This note does not include typical citizen transactions between the KMP and the Office that occur on terms and conditions no different to those applying to the general public.

NOTE 13. RELATED PARTY DISCLOSURES – CONTINUED

Total Compensation for the Clerk and others assessed to be KMP of the Office is set out in the table below.

	2026 $'000	2025 $'000
Short-term employee benefits	1,272	1,208
Post-employment benefits	240	215
Other long-term benefits	(7)	98
Total Compensation to KMP	**1,505**	**1,521**

(ii) Transactions with key management personnel

There were no transactions with the KMP of the Office other than compensation provided above that were material to the Office's financial statements.

(iii) Transactions with parties related to Key Management Personnel

There were no transactions that occurred with KMP's close family members and/or related entities that were material to the Office's financial statements.

(b) Transactions with ACT Government Controlled Entities

The Office has entered into transactions with other ACT Government Entities in 2026 and 2025 consistent with day-to-day business operations provided under varying terms and conditions. The notes to the Financial Statements provide the details of transactions with other ACT Government Entities. Below is a summary of the material transactions with other ACT Government Entities.

Revenue

- Resources Received Free of Charge (Note 4) – The Office received legal services free of charge from the Government Solicitor's Office, and legislative drafting services free of charge from the ACT Parliamentary Counsel's Office valued at $0.244 million in 2025-26 ($0.443 million in 2024-25). Information communication technology services provided by Digital Canberra was $0.781 million in 2025-26 (0.760 million in 2024-25). Accommodation and parking bay rental services provided by Infrastructure Canberra was $0.323 million in 2025-26 (Nil in 2024-25).

Expenses

- Supplies and Services (Note 6) – The Office paid $0.243 million (in addition to $0.781 million ICT services provided free of charge expense) in 2025-26 ($0.175 million in 2024-25) to Digital Canberra, $0.183 million in 2025-26 ($0.493 million in 2024-25) to Infrastructure Canberra for rent, utilities, and maintenance services, and paid $0.070 million in 2025-26 ($0.066 million in 2024-25) to the ACT Audit Office for audit services.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 14. BUDGETARY REPORTING

Significant Accounting Judgements and Estimates – Budgetary Reporting

Significant judgements have been applied in determining what variances are considered as 'major variances'. Variances are major variances if both of the following criteria are met:

- The line item is a significant line item: where either the line item actual amount accounts for more than 10% of the relevant associated category (Income, Expenses and Equity totals) or more than 10% of the sub-element (e.g. Current Liabilities and Receipts from Operating Activities totals) of the financial statements; and
- The variances (original budget to actual) are greater than plus (+) or minus (-) 10% and $500,000 of the budget for the financial statement line item.

Original Budget refers to the amounts presented to the Legislative Assembly in the original budgeted financial statements in respect of the reporting period Budget Statements. These amounts have not been adjusted to reflect supplementary appropriation or appropriation instruments.

	Variance Explanation	Actual 2026 $'000	Original Budget 2026 $'000	Variance $'000	Variance %
Statement of Cash Flows Line Items					
Supplies and Services	1	3,059	3,588	(529)	(15%)

Variance Explanations

1. The lower cash outflows for supplies and services were primarily due to the timing of supplier payments and lower than anticipated cash outflows in some areas, including repairs and maintenance, ICT, and training and development.

Office of the Legislative Assembly

Territorial Financial Statements

For the Year Ended 30 June 2026

Office of the Legislative Assembly
Content of Territorial Financial Statements

Financial Statements

Statement of Income and Expenses on Behalf of the Territory
Statement of Assets and Liabilities on Behalf of the Territory
Statement of Changes in Equity on Behalf of the Territory
Statement of Cash Flows on Behalf of the Territory
Territorial Statement of Appropriation

Overview Notes

Note 15 Basis of Preparation of the Financial Statements – Territorial

Expenses Notes

Note 16 Employee Expenses – Territorial
Note 17 Supplies and Services – Territorial

Assets Notes

Note 18 Cash – Territorial
Note 19 Property, Plant and Equipment – Territorial

Liabilities Notes

Note 20 Employee Benefits – Territorial

Other Notes

Note 21 Financial Instruments – Territorial
Note 22 Commitments – Territorial
Note 23 Budgetary Reporting – Territorial

Office of the Legislative Assembly
Statement of Income and Expenses on Behalf of the Territory
For the Year Ended 30 June 2026

	Note No.	Actual 2026 $'000	Original Budget 2026 $'000	Actual 2025 $'000
Income				
Payment for Expenses on Behalf of the Territory	##	12,725	14,076	11,051
Grants and Contributions Income [a]		218	194	15
Other Income [b]		-	-	1,052
Total Income		**12,943**	**14,270**	**12,118**
Expenses				
Employee Expenses	16	12,838	14,115	11,613
Supplies and Services	17	261	333	234
Depreciation		832	860	814
Total Expenses		**13,931**	**15,308**	**12,661**
Operating Result		**(988)**	**(1,038)**	**(543)**
Other Comprehensive Income				
Items that will not be reclassified subsequently to profit or loss				
(Decrease) in the Asset Revaluation Surplus [c]		(6,083)	-	**-**
Total Other Comprehensive Result		**(6,083)**	-	**-**
Total Comprehensive Result		**(7,071)**	**(1,038)**	**(543)**

Refer to the Territorial Statement of Appropriation

a) Services provided free of charge by Infrastructure Canberra resulting from the direct appropriation arrangement.
b) Appropriation reallocated from the ACT Executive in 2024-25 due to increased cost structure of the non-executive in the 11th Assembly.
c) The decrease was due to a downward revaluation of the Assembly building.

The above Statement of Income and Expenses on Behalf of the Territory is to be read in conjunction with the accompanying notes.

Office of the Legislative Assembly
Statement of Assets and Liabilities on Behalf of the Territory
As at 30 June 2026

	Note No.	Actual 2026 $'000	Original Budget 2026 $'000	Actual 2025 $'000
Current Assets				
Cash	18	662	634	87
Receivables		72	10	13
Total Current Assets		**734**	**644**	**100**
Non-Current Assets				
Property, Plant and Equipment	19	27,938	35,252	33,143
Total Non-Current Assets		**27,938**	**35,252**	**33,143**
Total Assets		**28,672**	**35,896**	**33,243**
Current Liabilities				
Payables		104	-	68
Employee Benefits	20	1,533	2,033	1,318
Total Current Liabilities		**1,637**	**2,033**	**1,386**
Non-Current Liabilities				
Employee Benefits	20	17	47	9
Total Non-Current Liabilities		**17**	**47**	**9**
Total Liabilities		**1,654**	**2,080**	**1,395**
Net Assets		**27,018**	**33,816**	**31,848**
Equity				
Accumulated Funds		15,778	16,493	14,525
Asset Revaluation Surplus		11,240	17,323	17,323
Total Equity		**27,018**	**33,816**	**31,848**

The above Statement of Assets and Liabilities on Behalf of the Territory is to be read in conjunction with the accompanying notes.

Office of the Legislative Assembly
Statement of Changes in Equity on Behalf of the Territory
For the Year Ended 30 June 2026

	Accumulated Funds Actual 2026 $'000	Asset Revaluation Surplus Actual 2026 $'000	Total Equity Actual 2026 $'000	Original Budget 2026 $'000
Balance at 1 July 2025	**14,525**	**17,323**	**31,848**	**31,240**
Comprehensive Income				
Operating Result	(988)	-	(988)	(1,038)
(Decrease) in the Asset Revaluation Surplus	-	(6,083)	(6,083)	-
Total Comprehensive Result	**(988)**	**(6,083)**	**(7,071)**	**(1,038)**
Transactions Involving Owners Affecting Accumulated Funds				
Capital Injections	2,241	-	2,241	3,614
Total Transactions Involving Owners Affecting Accumulated Funds	**2,241**	**-**	**2,241**	**3,614**
Balance at 30 June 2026	**15,778**	**11,240**	**27,018**	**33,816**

	Accumulated Funds Actual 2025 $'000	Asset Revaluation Surplus Actual 2025 $'000	Total Equity Actual 2025 $'000
Balance at 1 July 2024	**14,623**	**17,323**	**31,946**
Comprehensive Income			
Operating Result	(543)	-	(543)
Total Comprehensive Result	**(543)**	**-**	**(543)**
Transactions Involving Owners Affecting Accumulated Funds			
Capital Injections	445	-	445
Total Transactions Involving Owners Affecting Accumulated Funds	**445**	**-**	**445**
Balance at 30 June 2025	**14,525**	**17,323**	**31,848**

Office of the Legislative Assembly
Statement of Cash Flows on Behalf of the Territory
For the Year Ended 30 June 2026

	Note No.	Actual 2026 $'000	Original Budget 2026 $'000	Actual 2025 $'000
Cash Flows from Operating Activities				
Receipts				
Cash from Government for Expenses on Behalf of the Territory		12,725	14,076	11,051
Goods and Services Tax Input Tax Credits from the Australian Taxation Office		117	24	47
Goods and Services Tax Collected from Customers		-	6	-
Other [a]		-	-	1,052
Total Receipts from Operating Activities		**12,842**	**14,106**	**12,150**
Payments				
Employee Payments		12,587	13,812	11,912
Supplies and Services		77	263	180
Goods and Services Tax Paid to Suppliers		172	5	52
Total Payments from Operating Activities		**12,836**	**14,080**	**12,144**
Net Cash Inflows from Operating Activities	18	**6**	**26**	**6**
Cash Flows from Investing Activities				
Payments				
Purchase of Property, Plant and Equipment		-	12	-
Purchase of Capital Works		1,672	3,071	415
Total Payments from Investing Activities		**1,672**	**3,083**	**415**
Net Cash (Outflows) from Investing Activities		**(1,672)**	**(3,083)**	**(415)**
Cash Flows from Financing Activities				
Receipts				
Capital Injections		2,241	3,614	445
Total Receipts from Financing Activities		**2,241**	**3,614**	**445**
Net Cash Inflows from Financing Activities		**2,241**	**3,614**	**445**
Net Increase in Cash		**575**	**557**	**36**
Cash at the Beginning of the Reporting Period		87	77	51
Cash at the End of the Reporting Period	18	**662**	**634**	**87**

a) Appropriation reallocated from the ACT Executive in 2024-25 due to increased cost structure of the non-executive in the 11th Assembly.

The above Statement of Cash Flows on Behalf of the Territory is to be read in conjunction with the accompanying notes.

Office of the Legislative Assembly
Territorial Statement of Appropriation
For the Year Ended 30 June 2026

Description and Material Accounting Policies Relating to Payment for Expenses on Behalf of the Territory

Expenses on Behalf of the Territory are received by the Office to fund expenses incurred on behalf of the Territory with the main expenses being the employee and superannuation costs of non-Executive members and their staff. It is recognised as income on receipt.

Capital injections are received from the Territory for capital works associated with the Assembly building. Capital injections are recorded as equity contributions.

Column Heading Explanations

The *Original Budget* column shows the amounts that appear in the Statement of Cash Flows in the Budget Papers. This amount also appears in the Statement of Cash Flows on Behalf of the Territory.

The *Total Appropriated* column is inclusive of all appropriation variations occurring after the Original Budget.

The *Appropriation Drawn* is the total amount, which was received by the Office during the year in Appropriation. These amounts appear in the Statement of Cash Flows on Behalf of the Territory.

Territorial	**Original Budget 2026 $'000**	**Total Appropriated 2026 $'000**	**Appropriation Drawn 2026 $'000**	**Appropriation Drawn 2025 $'000**
Expenses on Behalf of the Territory	14,076	14,076	12,725[a]	11,051
Capital Injections	3,614	3,614	2,241[b]	445
Total Territorial Appropriation	**17,690**	**17,690**	**14,966**	**11,496**

The above Territorial Statement of Appropriation is to be read in conjunction with the accompanying notes below.

Variances between 'Original Budget', 'Total Appropriated' and 'Appropriation Drawn'.

a) The Appropriation Drawn for Expenses on Behalf of the Territory was $1.351 million less than the Original Budget and Total Appropriated due mainly to non-Executive members not fully utilising their staffing salary allocations.

b) Capital Injections Appropriation Drawn was $1.373 million less than the Original Budget and Total Appropriated, primarily as a result of procurement process challenges and supply chain constraints that impacted the delivery of the Assembly building security upgrade project.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 15. BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS – TERRITORIAL

The basis of preparation of the financial statements are contained in Note 2 *Basis of Preparation of the Financial Statements* and apply to both the Controlled and Territorial financial statements. The accounting policies outlined from Note 4 *Grants and Contributions Revenue* to Note 14 *Budgetary Reporting* apply to both Controlled and Territorial financial statements.

EXPENSES NOTES

NOTE 16. EMPLOYEE EXPENSES – TERRITORIAL

Description and Material Accounting Policies Relating to Employee Expenses

Employee benefits include:

- short-term employee benefits such as wages and salaries, annual leave loading, and applicable on-costs, if expected to be settled wholly before twelve months after the end of the annual reporting period in which the employees render the related services;
- other long-term benefits such as long service leave and annual leave; and
- termination benefits for members and members' staff.

(See Note 20: Employee Benefits for disclosure on termination benefit payments for members and their staff).

On-costs include annual leave, long service leave, superannuation and other costs that are incurred when employees take annual leave and long service leave.

	2026 $'000	2025 $'000
Wages and Salaries [a]	10,432	9,061
Annual Leave Expense	587	611
Long Service Leave Expense	166	167
Workers' Compensation Insurance	73	50
Termination Expense [b]	91	510
Other Employee Benefits and On-Costs	65	25
Superannuation Contributions to the Territory Banking Account	102	62
Productivity Benefit	8	5
Superannuation Contributions paid to External Providers	1,314	1,122
Total Employee Expenses	**12,838**	**11,613**
Split of Employee and Superannuation Expenses		
Total Employee Expenses	11,414	10,424
Total Superannuation Expenses	1,424	1,189
Total Employee and Superannuation Expenses	**12,838**	**11,613**

a) The increase in wages and salaries was due to expanded staffing profile of the 11th Assembly resulting from an increase in the number of non-executive members and revised crossbench staffing allocations.

b) The decrease in termination expenses was mainly due to higher payment of termination benefits for members' staff and resettlement allowances for departing members in the prior year following the October 2024 ACT Election.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 17. SUPPLIES AND SERVICES – TERRITORIAL

	2026 $'000	2025 $'000
Consultants, Contractors and Professional Services	34	138
Resources Received Free of Charge from Infrastructure Canberra (iCBR)	218	15
Other Expenses	9	81
Total Supplies and Services	**261**	**234**

ASSETS NOTES

NOTE 18. CASH – TERRITORIAL

	2026 $'000	2025 $'000
Cash at Bank	662	87
Total Cash	**662**	**87**

(a) Reconciliation of Cash at the End of the Reporting Period in the Statement of Cash Flows on Behalf of the Territory to the Related Items in the Statement of Assets and Liabilities on Behalf of the Territory

	2026 $'000	2025 $'000
Total Cash Disclosed on the Statement of Assets and Liabilities on Behalf of the Territory	662	87
Cash at the End of the Reporting Period as Recorded in the Statement of Cash Flows on Behalf of the Territory	**662**	**87**

(b) Reconciliation of the Operating Result to Net Cash Outflows from Operating Activities

	2026 $'000	2025 $'000
Operating Result	(988)	(543)
Add/(Less) Non-Cash Items		
Depreciation of Property, Plant and Equipment	832	814
Cash Before Changes in Operating Assets and Liabilities	**(156)**	**271**
Changes in Operating Assets and Liabilities		
(Increase) in Receivables	(59)	(5)
(Decrease)/Increase in Payables	(1)	38
Increase/(Decrease) in Employee Benefits	222	(298)
Net Changes in Operating Assets and Liabilities	**162**	**(265)**
Net Cash Outflows from Operating Activities	**6**	**6**

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 19. PROPERTY, PLANT AND EQUIPMENT – TERRITORIAL

Description and Material Accounting Policies Relating to Property, Plant and Equipment – Territorial

Property, plant and equipment includes the ACT Legislative Assembly building, building improvements and the land upon which the building sits.

Major Cyclical Maintenance – Assembly Building

The Office undertakes major cyclical maintenance on the Assembly building. Where the maintenance leads to an upgrade increasing the service potential of the existing building, the cost is capitalised.

Material Accounting Judgements and Estimates – Fair Value of Assets

Land and buildings have been valued at fair value using the capitalisation approach, discounted cash flow and market approach. The capitalisation approach and discounted cash flow converts future cash flows to a single current amount through an appropriate discount rate, having regard to current market expectations about those future amounts. The market approach considered transactions and pricing data that has occurred in the principal market in arriving at fair value.

Valuation of Non-Current Assets

CBRE Valuations Pty Ltd performed revaluations of the Office's land and building. All members of the valuation team are Certified Practising Valuers of the Australian Property Institute. The latest tri-annual valuation was performed as at 30 June 2026.

Impairment of Assets

At each reporting date, the Office assesses whether there is any indication of impairment for assets that are measured at cost subsequent to initial recognition and for non-specialised PPE measured at fair value subsequent to initial recognition. Property, Plant and Equipment is also reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

Any resulting impairment losses relating to non-specialised land and buildings are recognised as a decrease in the Asset Revaluation Surplus relating to these classes of assets. This is because these asset classes contain non-specialised assets that are measured at fair value and have an Asset Revaluation Surplus attached to them. Where the impairment loss is greater than the balance in the Asset Revaluation Surplus for the relevant class of asset, the difference is expensed in the Operating Statement.

Impairment losses for plant and equipment, and leasehold improvements are recognised in the Operating Statement, as plant and equipment is carried at cost, and leasehold improvements are carried at fair value but do not have an Asset Revaluation Surplus attached to them. The carrying amount of the asset is reduced to its recoverable amount.

Non-financial assets that have previously been impaired are reviewed for possible reversal of impairment at each reporting date.

Depreciation

Depreciation is applied to physical assets such as buildings and building improvements. All depreciation is calculated after first deducting any residual values which remain for each asset.

Depreciation for non-current assets is determined as follows:

Class of Asset	Depreciation Method	Useful Life (Years)
Buildings	Straight-line	33

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 19. PROPERTY, PLANT AND EQUIPMENT – TERRITORIAL – CONTINUED

2025-26 Reconciliation of Property, Plant and Equipment

The following table shows the movement of Property, Plant and Equipment.

	Land $'000	Building and Improvements $'000	Capital Works in Progress $'000	Total $'000
Carrying Amount at the Beginning of the Reporting Period	**5,000**	**28,020**	**123**	**33,143**
Additions	-	-	1,710	2,105
Revaluation Increment/(Decrement)	2,450	(8,533)	-	(6,083)
Depreciation	-	(832)	-	(832)
Capital Works in Progress Completed and Transferred to another class of Property, Plant and Equipment	-	395	(395)	-
Carrying Amount at the End of the Reporting Period	**7,450**	**19,050**	**1,438**	**27,938**

2024-25 Reconciliation of Property, Plant and Equipment

The following table shows the movement of Property, Plant and Equipment.

	Land $'000	Building and Improvements $'000	Capital Works in Progress $'000	Total $'000
Carrying Amount at the Beginning of the Reporting Period	**5,000**	**28,419**	**94**	**33,513**
Additions	-	415	29	444
Depreciation	-	(814)	-	(814)
Carrying Amount at the End of the Reporting Period	**5,000**	**28,020**	**123**	**33,143**

Fair Value Hierarchy

Fair value hierarchy is consistent with the disclosures in Note 8.

Transfers Between Categories

All the Office's Territorial property, plant and equipment is valued using Level 2 valuation techniques and inputs. There have been no transfers between Levels 2 and 3 during the reporting period.

NOTE 19. PROPERTY, PLANT AND EQUIPMENT – TERRITORIAL – CONTINUED

Level 2 Valuation Techniques and Inputs

Valuation Technique: The capitalisation approach, discounted cash flow and market approach have been utilised to determine fair value. The capitalisation approach and discounted cash flow converts future cash flows to a single current amount through an appropriate discount rate having regard to current market expectations about those future amounts. The market approach considered transactions and pricing data that has occurred in the principal market in arriving at fair value.

Inputs: Prices and other relevant information generated by market transactions involving comparable land and buildings were considered. Regard was given to:

- the Crown Lease terms and tenure, the Australian Capital Territory Plan and the National Capital Plan, where applicable, as well as current zoning;
- market cash flows from transaction of comparable assets, adjusted to reflect the expected circumstances that a market participant would take into consideration; and
- market capitalisation rates as represented by the income produced by an investment property, expressed as a percentage, and derived from recent market transactions.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

LIABILITIES NOTES

NOTE 20. EMPLOYEE BENEFITS – TERRITORIAL

Description and Material Accounting Policies Relating to Employee Benefits – Territorial

Annual and Long Service Leave – Legislative Assembly members' staff (LAMS)

Legislative Assembly members' staff are employed under the *ACT Legislative Assembly Members' Staff Enterprise Agreement 2023-2026*. Entitlements under this Agreement are the same as those for Office staff, therefore the accounting policy in Note 10 *Employee Benefits* applies equally to members' staff, except as stated below.

Under the *ACT Legislative Assembly Members' Staff Enterprise Agreement 2023-2026* employees may elect to receive an annual allowance instead of accruing long service leave. Most employees have chosen to receive this allowance. Employees who elect to accrue long service leave, whose employment is terminated other than because of death, will receive payment for any pro-rata entitlement following the completion of one year of service.

Resettlement Allowance for Members of the Legislative Assembly (MLAs)

MLAs are entitled to the equivalent of two weeks' salary for every year of continuous service, or part thereof, capped to a maximum of 12 weeks' salary, if they retire, resign or stand for re-election and are unsuccessful. This entitlement is calculated using the base rate of pay, without any extra loadings for office holders.

At the end of each reporting period, the present value of future resettlement allowance payments is estimated using market yields on Commonwealth Government bonds, adjusted for wage inflation.

Termination Payments for LAMS

LAMS are eligible to a termination payment if their employment was terminated under the conditions set out in the *ACT Legislative Assembly Members' Staff Enterprise Agreement 2023-2026*. They accrue 4 weeks pay after completing 1 year of service, plus 2 weeks pay (or part thereof) for every subsequent completed year, up to a maximum of 48 weeks.

The Termination benefit is estimated by taking the proportion of the projected payouts based on the ratio of the number of benefit weeks already accrued at the valuation date to the total number of benefit weeks at each possible projected date of exit (weighted by payout probability).

Material Accounting Judgements and Estimates – Termination Benefits

Significant judgements have been applied in estimating the liability for members' and LAMS termination benefits.

The estimated liability for termination benefits requires a consideration of the future wage and salary levels, application of appropriate bond rate and experience of employee departures.

Significant judgements have been applied in estimating resettlement allowance and termination payments. An actuarial review was undertaken in 2025-26 by the Australian Government Actuary to update the model for estimating these liabilities, with a review undertaken in early 2029 consistent with the process for reviewing annual and long service leave liabilities.

NOTE 20. EMPLOYEE BENEFITS – TERRITORIAL – CONTINUED

	2026 $'000	2025 $'000
Current Employee Benefits		
Annual Leave	574	434
Long Service Leave	111	67
Accrued Salaries	433	363
Termination Benefits	413	453
Other Employee Benefits	2	1
Total Current Employee Benefits	**1,533**	**1,318**
Non-Current Employee Benefits		
Termination Benefits	17	9
Total Non-Current Employee Benefits	**17**	**9**
Total Employee Benefits	**1,550**	**1,327**

At 30 June 2026, the Office's Territorial entity employed 59.51 full time equivalent (FTE) staff (55.5 FTE at 30 June 2025).

NOTE 21. FINANCIAL INSTRUMENTS – TERRITORIAL

Financial assets and liabilities are carried at amortised cost. The carrying amounts approximate fair value. They are non-interest bearing.

The Office's Territorial entity is not exposed to any interest rate, credit or price risk.

Liquidity Risk

Liquidity risk is the risk that the Office will encounter difficulties in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

The Office can request additional appropriation (Payment for Expenses on Behalf of the Territory) to meet its Territorial payables. This ensures the Office has enough liquidity to meet its emerging financial liabilities.

The Office's exposure to liquidity risk and the management of this risk have not changed since the previous reporting period.

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 22. COMMITMENTS – TERRITORIAL

Description and Material Accounting Policies Relating to Capital and Other Expenditure Commitments are consistent with the disclosures in Note 12.

Capital Commitments – Property, Plant and Equipment

Capital commitments contracted at reporting date that have not been recognised as liabilities are as follows:

	2026	2025
	$'000	$'000
Within one year	1,697	15
Later than one year but not later than five years	-	-
Total Capital Commitments	**1,697**	**15**

Capital commitments for the current financial year relate to contracts for Assembly building security upgrades and contracts under the Asset Renewal Program.

NOTE 23. BUDGETARY REPORTING – TERRITORIAL

Significant Accounting Judgements and Estimates – Budgetary Reporting – Territorial

The same judgements and estimates disclosed in Note 14 *Budgetary Reporting* applies to this note.

Original Budget refers to the amounts presented to the Legislative Assembly in the original budgeted financial statements in respect of the reporting period Budget Statements. These amounts have not been adjusted to reflect supplementary appropriation or appropriation instruments.

Note: # in the Line Item Variance % column represents a variance that is greater than 999 per cent or less than -999 per cent.

	Variance Explanation	Actual 2026 $'000	Original Budget 2026 $'000	Variance $'000	Variance %
Statement of Income and Expenses on Behalf of the Territory Line Items					
Payment for Expenses on Behalf of the Territory	1	12,725	14,076	(1,351)	(10%)
Statement of Assets and Liabilities on Behalf of the Territory Line Items					
Property, Plant and Equipment	2	27,938	35,252	(7,314)	(21%)
Asset Revaluation Surplus	2	11,240	17,323	(6,083)	(35%)
Employee Benefits	3	1,533	2,033	(500)	(25%)
Statement of Cash Flows on Behalf of the Territory Line Items					
Purchase of Capital Works	4	1,672	3,071	(1,399)	(46%)

Office of the Legislative Assembly
Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2026

NOTE 23. BUDGETARY REPORTING – TERRITORIAL – CONTINUED

Variance Explanations

1. The Payment for Expenses on Behalf of the Territory was lower than the budget mainly due to some non-Executive members not fully utilising their staffing allocation.
2. Property, Plant and Equipment was lower than budget primarily due to a downward revaluation of the Assembly building. A reduction in the value of the building was partially offset by an increase in the value of land. The lower valuation resulted in a reduction in both Property, Plant and Equipment and the Asset Revaluation Surplus.
3. Employee benefits were lower than budget, primarily due to a lower provision for termination benefits, reflecting updated actuarial assumptions and modelling.
4. The Purchase of Capital Works was lower than budget due to procurement process challenges and supply chain constraints affecting the delivery of the security upgrade project.