

# Annual Report 2023–24



**Australian Government**  

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**Commonwealth Grants Commission**

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# About this report

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Further information about the Commonwealth Grants Commission is available at [www.cgc.gov.au](http://www.cgc.gov.au).

# Letter of transmittal



Australian Government  
Commonwealth Grants Commission

20 September 2024

**The Hon Dr Jim Chalmers MP**

Treasurer  
Parliament House  
CANBERRA ACT 2600

Dear Treasurer

**Commonwealth Grants Commission Annual Report 2023–24**

I am pleased to present you with the Commonwealth Grants Commission's (CGC) annual report for the year ended 30 June 2024, as required by section 46 of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act).

The report includes the CGC's audited financial statements, as prepared under section 42 of the PGPA Act.

In accordance with section 10 of the *Public Governance, Performance and Accountability Rule 2014*, I certify that:

- the CGC has prepared fraud risk assessments and fraud control plans
- the CGC has in place appropriate fraud prevention, detection, investigation and reporting mechanisms that meet its specific needs
- I have taken all reasonable measures to appropriately deal with fraud relating to the CGC.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. Rollings'.

**Jonathan Rollings**  
Secretary  
Commonwealth Grants Commission

# Agency overview

*Foreword*

*Secretary's review*

*Overview*

*Organisational structure*



# Foreword

The Commonwealth Grants Commission continues to fulfil its role in recommending to the Australian Government the distribution of the Goods and Services Tax (GST) pool to the states and territories (states), in line with the objective of horizontal fiscal equalisation. In doing so, the Commission assesses each state's ability to raise revenue and its costs in delivering state services.

In February 2024, the Commission provided a report to the Commonwealth Treasurer on recommended GST relativities for the distribution of GST revenue in 2024–25. This was based on economic developments and an assessment of state circumstances over the 3 years from July 2020 to June 2023. The main factors influencing changes in the distribution of GST in 2024–25 were strong growth in iron ore and coal royalties, revisions to population estimates based on the 2021 Census, uneven growth across states in the value of their property sales, changes in population growth which was primarily reflected in the different investment needs of the states, strong growth in urban transport, and the ongoing transition to the 2018 legislated GST distribution arrangements.

Under the 2018 legislated GST distribution arrangements, the 2024 Update reflected the fourth year in which the blending of assessed and standard state relativities was used to calculate GST relativities. The relativities recommended in the update are the first in which the GST relativity floor was set to 0.75. The blending of relativities from the previous and current arrangements, together with the GST floor, continues to have a significant impact on the GST distribution outcomes.

On 9 February 2023, the Treasurer released the terms of reference for the Commission to commence the 2025 Methodology Review, a comprehensive review of the methodology it uses in advising the Commonwealth Treasurer on the distribution of GST revenue to the states. Methodology reviews are conducted around every 5 years, and the aim is to consider the appropriateness of assessment methods and identify whether improvements can be made. Methodology reviews involve a substantial amount of work by the Commission and are conducted in close consultation with the states. The 2025 Methodology Review has included visits to all states and the release of consultation papers on each of the assessments of spending needs and revenue raising capacities. The Draft Report for the 2025 Methodology Review was provided to the Commonwealth and the states in June 2024 and the Final Report is to be completed by 28 February 2025. All the relevant papers related to the review are on the Commission's website.

The Commission's Occasional and Research Paper series, which provides non-technical background on the issues affecting GST distribution, was curtailed in 2023–24 given the work demands associated with the 2025 Methodology Review. The Commission continues to focus on improving its communication, along with its interaction with the states and the Commonwealth. The Commission greatly appreciates the cooperation it receives from all parties, particularly in the context of the significant work demands associated with the 2025 Methodology Review.



A handwritten signature in blue ink that reads "A. V. Callaghan".

*Mike Callaghan AM PSM  
Chairperson  
20 September 2024*

# Secretary's review

I am pleased to present the Commonwealth Grants Commission's Annual Report for 2023–24.

2023 marked the 90<sup>th</sup> anniversary of the CGC and the long-standing role the agency has played at the centre of Australia's federal financial relations. We recognised this occasion by releasing *Occasional Paper #10 – 90 years of the Commonwealth Grants Commission* which provides a concise history of our role.

As covered in the Chairperson's foreword, the Commission's recommendations to the Australian Government on GST distribution was provided in early 2024 in the annual Update on GST Revenue Sharing Relativities. Throughout 2023–24, and alongside the 2024 Update, the Commission continued its work on the 2025 Methodology Review – a review of the analytical and statistical methodology the Commission uses to assess state and territory (state) fiscal capacities. Extensive work has already been undertaken with the release of 2 tranches of consultation papers and a Draft Report to support consultation with the states.

In addition to completing the 2024 Update and progressing work on the 2025 Methodology Review, our key achievements over the last year have included:

- visiting each state to discuss their priorities for the 2025 Methodology Review
- substantially completing the multi-year project to redevelop the assessment system we use to calculate GST relativities
- improving our data handling and management protocols to support greater transparency in line with legislation and best practice
- finalising our new Capability Development Roadmap, providing a platform for refocussing our approaches to learning and development
- transferring our ICT function to the Commonwealth Treasury, providing enhanced security and access to a broader, more sustainable range of services, support and infrastructure
- successfully negotiating and implementing the new CGC Enterprise Agreement, improving conditions for our staff
- receiving positive results from the 2024 Australian Public Service (APS) Employee Census, which continue to see us comparing very favourably with other APS agencies.

We have continued to prioritise our relationship with the states, seeking to ensure we understand their perspectives, engage with their queries and respond to their feedback. I thank state treasury officials for continuing to engage with us in a productive and cooperative way as we worked together through the increased demands of the 2025 Methodology Review.

Throughout the year staff have continued activities aligned with our Reflect Reconciliation Action Plan (RAP), including participation in National Reconciliation Week and NAIDOC Week activities. The RAP Working Group has commenced developing our next Reflect RAP, which will renew our commitment to building relationships with First Nations stakeholders and communities.

I would like to thank the Commission Chairperson and Members for their support over the year and thank the CGC's executive and staff for their continued dedication, professionalism and commitment over this particularly busy year.



A handwritten signature in black ink, appearing to read 'J. Rollings', written in a cursive style.

Jonathan Rollings  
Secretary  
20 September 2024

# Overview

The Commonwealth Grants Commission's purpose is to provide independent advice to the Australian Government on the distribution of GST revenue to the states and territories (states).

Our purpose is pursued through:

- effective support to the Commission's Chairperson and members, through high-quality research and analysis and close consultation with state treasuries
- sound corporate governance and financial management.

## The Commission

The Commission is responsible for providing independent advice to the Australian Government on the distribution of GST revenue to the states. The Commission Chairperson and Members are appointed by the Governor-General under the *Commonwealth Grants Commission Act 1973*. The Commission is supported in its responsibilities by the CGC Secretary and CGC staff.

The membership of the Commission during 2023–24 consisted of a part-time Chairperson and 3 part-time members.



### *Chairperson*

#### *Mr Michael Callaghan AM PSM*

Mr Michael Callaghan was appointed to a 5-year term as Commission Chairperson on 25 June 2020.

Mr Callaghan has a long career in public policy, including 38 years in the Commonwealth Treasury. From 2008 to 2012 he was Deputy Secretary, Macroeconomic Group, Australia's G20 Finance Deputy and the Prime Minister's Special Envoy, International Economy. From 2005 to 2007, he was Deputy Secretary, Revenue Group.

Mr Callaghan spent 4 years on the IMF Executive Board in Washington DC and served as Chief of Staff to the Australian Treasurer, the Hon Peter Costello AC.

He has chaired a number of reviews for the Australian Government and international organisations. In 2020, Mr Callaghan chaired the Retirement Income Review. In 2017, he chaired the review of the Petroleum Resource Rent Tax and the review of the Economic Impact of the Government's Regulation Agenda. He also chaired the Northern Australia Insurance Premiums Taskforce. Mr Callaghan chaired the 12th and 13th replenishment of the Asian Development Bank's Asian Development Fund.

From 2018 to 2020 he was Chair of the Aged Care Financing Authority. From 2013 to 2014, he was Director of the G20 Studies Centre at the Lowy Institute and is now a non-resident Fellow at the Lowy Institute. He served on the Board of the Australian Reinsurance Pool Corporation from 2017 to 2019.

Mr Callaghan is a Member of the Order of Australia and has been awarded the Public Service Medal and Centenary Medal. He has economics and law degrees from the Australian National University and is a graduate of the Royal College of Defence Studies in London and the Australian Institute of Company Directors.





*Member*  
*Dr Lynne Williams AM*

Dr Lynne Williams was first appointed as a Commission Member on 1 September 2016 and was reappointed for a further 5-year term on 1 September 2021.

Dr Williams worked as an economist in the public sector for over 30 years and has since been a non-executive director and Commissioner on several Commonwealth and state government bodies. She is currently a member of the Victorian Legal Services Board, where she also chairs the Finance, Audit and Risk Committee.

Dr Williams was made a Member of the Order of Australia (AM) in 2017 for her contributions to economic and public policy and awarded the Faculty of Business and Economics (University of Melbourne) Alumni of Distinction Faculty Award in 2019.

Dr Williams previously held senior executive positions in both the Victorian and federal public services, including the Victorian Treasury and Finance, Premier and Cabinet and Industry departments, and the Productivity Commission, Bureau of Immigration, Multicultural and Population Research and Bureau of Labour Market Research.

Dr Williams has degrees in economics from the University of Melbourne, the London School of Economics and Monash University. She is a Fellow of the Institute of Public Administration Australia (IPAA), a member of the Australian Institute of Company Directors (GAICD) and Principal Fellow of St Hilda's College (University of Melbourne), where she is also Deputy Chair of the College's board.



*Member*  
*Dr Angela Jackson*

Dr Angela Jackson was appointed to a 5-year term as a Commission Member on 24 August 2022.

Dr Jackson is a health economist and Lead Economist at Impact Economics and Policy. Having started her career as an economist at the Department of the Prime Minister and Cabinet, she has worked across tax, fiscal and social policy. During her time in government Dr Jackson also worked as the Finance Minister's Deputy Chief of Staff and was responsible for providing policy advice across fiscal policy and all areas of social policy, including National Health Reform. As Lead Economist at both Impact Economics and Policy and Equity Economics, she has advised governments and non-profit organisations, and authored a number of high-profile reports on health, aged care, disability, housing and gender policy.

Dr Jackson is National Chair of the Women in Economics Network. Previously she was non-Executive Director of Royal Melbourne Hospital for 6 years, including during the 2020 pandemic response in Victoria.

Dr Jackson holds a Masters in International Health Policy (Health Economics) with Distinction from the London School of Economics and Political Science, a Bachelor of Commerce (Hons) from the University of Melbourne and a Bachelor of Economics from the University of Tasmania. Dr Jackson was awarded her PhD on the Economics of Disability in Australia from Monash University.



*Member*  
*Professor Anne Tiernan*

Professor Anne Tiernan was appointed to a 5-year term as a Commission Member on 1 September 2022.

Professor Tiernan is Head of Research and Professor of Political Leadership at the McKinnon Institute for Political Leadership – an independent, non-partisan organisation whose mission is to enhance the effectiveness of our political leaders by building the capacity of federal, state and territory members of parliament.

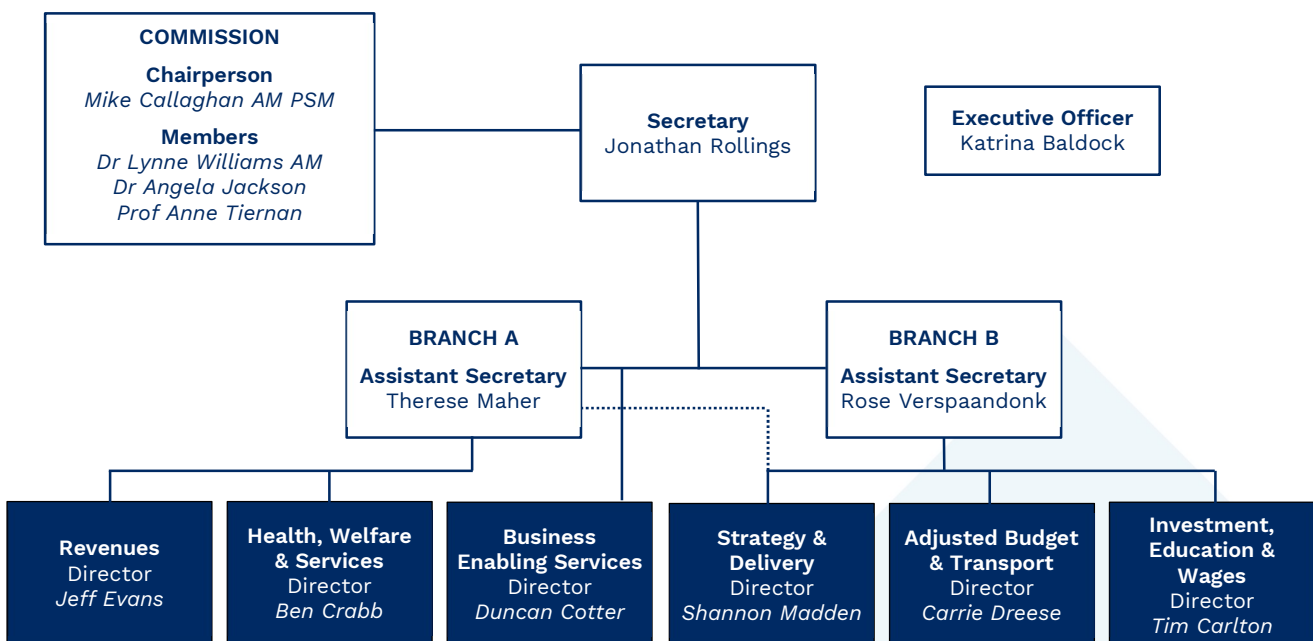
A political scientist whose career spans higher education, federal and state government, consultancy and teaching, Professor Tiernan’s research focuses on the work of governing. She has written extensively on the political-administrative interface, governmental transitions, policy capacity and executive advisory arrangements – particularly the support needs of ministers, the role of the public service, intergovernmental coordination and public policy agenda-setting. She has published extensively in Australia and internationally.

Professor Tiernan is a National Fellow of the Institute of Public Administration Australia, and a Fellow of the Australia and New Zealand School of Government and has held a range of Board appointments.

An Adjunct Professor with Griffith University, and previously a member of the University’s senior leadership team, Professor Tiernan served as inaugural Dean (Engagement) of the Griffith Business School, where she led development of the Group’s internationally acknowledged Engagement Strategy and operating model. Professor Tiernan is Managing Director of mission-led consultancy firm Constellation Impact Advisory.

# Organisational structure

**FIGURE 1** CGC Organisational Structure as at 30 June 2024





## 90 years of the Commission

During 2023–24 the Commission celebrated 90 years since its establishment in 1933.

While the specific roles of the Commission have changed over time, its purpose of promoting equity for all Australians has remained constant. The Commission achieves this by providing advice to the Australian Government on financial assistance to the states consistent with the objective of ‘horizontal fiscal equalisation’. This process ensures states have the financial capacity to provide a similar standard of services to their citizens.

Early in its inception the Commission maintained a quasi-judicial approach to its consultation with states. It held ‘hearings’, called upon ‘witnesses’ and heard ‘evidence’. The Commission often travelled to states to hear evidence and conduct site inspections. Today, the Commission maintains a continuous and open dialogue with the states and, through its reports and publications, seeks to enhance the public’s understanding of its work.

The Commission commemorated the 90 years since its establishment by releasing an [Occasional Paper](#) on its history to date.



**Commission members and the Secretary (pictured) celebrate the 90th anniversary of the Commission with staff**

From left to right: Mr Mike Callaghan AM PSM (Chairperson), Professor Anne Tiernan (Member), Dr Lynne Williams AM (Member), Mr Jonathan Rollings (Secretary) and Dr Angela Jackson (Member)

# Report on performance

*Annual performance statements*

*Results and analysis*

*Financial performance*

*Resourcing statement*

# Annual performance statements

As the accountable authority of the Commonwealth Grants Commission for the period 1 July 2023 to 30 June 2024, I present the CGC's 2023–24 annual performance statements as required under paragraph 39(1)(a) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act).

In my opinion, these annual performance statements are based on properly maintained records, accurately reflect the performance of the entity for the reporting period and comply with subsection 39(2) of the PGPA Act.



A handwritten signature in black ink, appearing to read 'J. Rollings', written in a cursive style.

*Jonathan Rollings*  
Secretary  
20 September 2024



## New assessment system

In 2023–24, the CGC substantially completed the development of a new assessment system for calculating GST revenue sharing relativities. This replaces the system that had been in operation since the 2000 Update.

To produce the annual GST revenue sharing relativities, the CGC consolidates detailed fiscal and other data from each state across multiple years. Using these data, the assessment system stores, links and processes calculations for each of the assessments the Commission uses to calculate GST relativities each year.

Development of the new assessment system began in 2020 and ensures that the CGC is up to date with contemporary systems and standards. The new cloud-based platform stores and processes calculations efficiently and effectively while facilitating greater quality control and supporting more sophisticated analysis.

# Results and analysis

The CGC measures its performance using the performance criteria outlined in the CGC’s 2023–24 Portfolio Budget Statement and 2023–24 Corporate Plan.

The CGC’s main activity for 2023–24 was meeting the requirements of the Commonwealth Treasurer’s terms of reference (issued on 13 December 2023), requiring the calculation of the GST revenue sharing relativities for 2024–25. The CGC also commenced a review of its methodology for determining GST revenue sharing relativities, as per the Commonwealth Treasurer’s terms of reference issued on 9 February 2023. The CGC is required to report on this review by 28 February 2025.

**TABLE 1** Performance measures and results

Performance measures	Responsiveness to Government
<b>Planned Performance Results</b>	The Commission’s advice meets the Government’s requirements as specified in the terms of reference provided by the Commonwealth Treasurer.
<b>Results</b>	<b>Achieved</b> In accordance with timing requirements of the Commonwealth Treasurer’s terms of reference, the Commission provided the GST Revenue Sharing Relativities: 2024 Update to the Treasurer and the states on 27 February 2024 and publicly released it on 12 March 2024. The GST revenue sharing relativities for 2024–25 also complied with the other requirements of the Commonwealth Treasurer’s terms of reference.
<b>Information source</b>	The relativities recommended by the Commission were adopted by the Australian Government in the <i>Federal Financial Relations (GST Revenue Sharing Relativities for 2024–25) Determination 2024</i> on 7 May 2024.
Performance measures	Excellence in research and analysis
<b>Planned Performance Results</b>	The research and analysis underlying the Commission’s advice are recognised to be high quality and technically robust.
<b>Results</b>	<b>Achieved</b> States have expressed overall satisfaction in the quality and rigor of the CGC’s research and analysis.  The Commission drew on a range of data and quantitative methods to assess the relative fiscal capacities of the states. Subject to confidentiality restrictions, data were published on the CGC website with additional details, including calculations, and provided to state treasuries to facilitate scrutiny. Detailed checking processes were used to assure the technical quality and accuracy of the work underlying the GST relativities.
<b>Information source</b>	Feedback from state and territory treasuries, including a feedback survey.

**Planned Performance Results**

The Commission's advice is informed by the best available information and data and considers the views of relevant stakeholders.

**Results****Achieved**

Consultation on the 2024 Update and 2025 Methodology Review was undertaken in accordance with the engagement plans agreed with states. State engagement was supplemented with state visits, regular bilateral discussions and the provision of training. States have expressed satisfaction with the current level of engagement with the CGC and generally agree that the CGC's advice was informed by the best available information and data.

The CGC has maintained close engagement with key data providers and agencies, including the Australian Bureau of Statistics, the Independent Health and Aged Care Pricing Authority, the National Health Funding Body and through the CGC's membership of the Australian Institute of Health and Welfare's Health Expenditure Advisory Committee.

The CGC regularly engages with the Commonwealth Treasury.

Community engagement was promoted through the Commission's ongoing series of Occasional papers to improve understanding of fiscal equalisation, the Commission's role and Australia's GST distribution arrangements.

**Information source**

Feedback from state and territory treasuries, including a feedback survey.

# Financial performance

The CGC remains in a sound financial position, operating within its appropriation and with sufficient cash reserves to fund its liabilities as and when they fall due.

Table 2 below summarises the CGC's total resources and total payments in 2023–24.

**TABLE 2** Summary of Financial Performance (Unadjusted) for 2023–24

	2023–24 (\$'000)	2022–23 (\$'000)	Movement (\$'000)
Total own-source revenue	51	46	5
Total revenue from government	7,904	7,873	31
Total expenses	8,672	8,265	407
<b>Net surplus/(deficit)<sup>1</sup></b>	<b>(717)</b>	<b>(346)</b>	<b>(371)</b>

<sup>1</sup> Depreciation and amortisation are included in total expenses, \$0.860 million for 2023–24 and \$0.427 million for 2022–23.

# Resourcing statement

Table 3 below shows total expenses for Outcome 1 in 2023–24.

**TABLE 3** Resource Statement for 2023–24

	Current available appropriation (\$'000)	Payments made (\$'000)	Balance remaining (\$'000)
<b>Annual Appropriations - Ordinary annual services</b>			
Departmental appropriation <sup>1</sup>	19,880	7,981	11,899
<b>Total departmental resourcing</b>	<b>19,880</b>	<b>7,981</b>	<b>11,899</b>
<b>Total resourcing and payments</b>	<b>19,880</b>	<b>7,981</b>	<b>11,899</b>

<sup>1</sup> Appropriation Act (No. 1) 2023–2024, Appropriation Act (No. 1) – Departmental Capital Budget 2023–2024. Includes prior-year departmental appropriation and section 74 external revenue. Further details of the department's resourcing is provided in the financial statements at Note 7: Appropriations



**TABLE 4** Total Expenses for Outcome 1 in 2023–24

	Budget <sup>1</sup> 2023–24 (\$'000)	Actual 2023–24 (\$'000)	Variation 2023–24 (\$'000)
Outcome 1: Informed government decisions on fiscal equalisation between the states and territories through advice and recommendations on the distribution of GST revenue			
Program 1.1: Commonwealth Grants Commission			
<b>Departmental expenses</b>			
Departmental appropriation <sup>1</sup>	7,904	8,001	(97)
Expenses not requiring appropriation in the budget year <sup>2</sup>	513	683	(170)
<b>Departmental Total</b>	<b>8,417</b>	<b>8,684</b>	<b>(267)</b>
<b>Total expenses for Program 1.1</b>	<b>8,417</b>	<b>8,684</b>	<b>(267)</b>
<b>Total expenses for Outcome 1</b>	<b>8,417</b>	<b>8,684</b>	<b>(267)</b>
	Budget 2023–24	Actual 2023–24	
Average staffing level (number) <sup>3</sup>	34	34	

<sup>1</sup> Departmental appropriation combines ordinary annual services Appropriation Act No. 1 and retained revenue receipts under section 74 of the Public Governance, Performance and Accountability Act 2013.

<sup>2</sup> Expenses not requiring appropriation in the budget year are made up of depreciation expenses, amortisation expenses, and audit fees.

<sup>3</sup> Actual average staffing level for 2023–24 rounded to the nearest integer.

# Management & accountability

*Corporate governance*

*Management of human resources*

*Purchasing*

*Contracts*

*Other mandatory information*

# Corporate governance

The CGC is a non-corporate Commonwealth entity under the *Public Governance, Performance and Accountability Act 2013* (PGPA Act). This imposes accountability requirements consistent with those of a department while allowing for independence from the corporate policies of the Department of the Treasury. The CGC has structures and processes in place to maintain effective corporate governance.

Under the *Commonwealth Grants Commission Act 1973*, the Secretary of the CGC is the accountable authority for the purposes of the PGPA Act. The Secretary is responsible for the governance and performance of the CGC while supporting the Commission in its responsibilities.

The management of the organisation is supported by 5 main committees/groups: Executive Committee, Workplace Relations Committee, Audit and Risk Committee, Data and Governance Group and Reconciliation Action Plan Working Group. The membership and roles of these committees are detailed in Table 5.

**TABLE 5** CGC Committees at 30 June 2024

Committee/Group	Membership	Role and activities
<b>Executive Committee</b>	Secretary, Assistant Secretaries, Director Business Enabling Services and Executive Officer	<p>The Executive Committee:</p> <ul style="list-style-type: none"> <li>• supports matters of corporate management, governance, risk, security, information management and resource allocation</li> <li>• provides strategic advice on the delivery of reports to government</li> <li>• provides strategic direction to CGC employees.</li> </ul>
<b>Workplace Relations Committee</b>	Secretary, Director and Assistant Director Business Enabling Services, Health and Safety Representative, and at least 2 staff representatives	Established under the <i>Commonwealth Grants Commission Enterprise Agreement 2024–2027</i> , the Committee operates to facilitate communication and consultation with employees on workplace and employment issues and to monitor matters concerning the implementation and interpretation of the enterprise agreement.
<b>Audit and Risk Committee</b>	3 external members (including the Chair)	Established in accordance with the PGPA Act, the Audit and Risk Committee provides independent assurance to the Secretary on the CGC’s financial and performance reporting responsibilities, risk oversight and management, and systems of internal control.
<b>Data and Governance Group</b>	7 staff representatives including the Chief Data Officer (Assistant Secretary) and the Deputy Chief Data Officer (Director)	The Data and Governance Group coordinates shared decision making and provides direction on compliance with legislative requirements including sharing data where it can be done securely, safely, lawfully and ethically.

Committee/Group	Membership	Role and activities
<b>Reconciliation Action Plan Working Group</b>	8 staff representatives (including the Chair)	The RAP Working Group leads the development and implementation of the CGC's Reconciliation Action Plan.

**TABLE 6** Audit and Risk Committee members and attendance for 2023–24

Name	Qualifications	Attendance
Peter Gunning	Bachelor of Arts in Accounting – University of Canberra, FCA, GAICD, Chair	3/3
Michelle Crowther <sup>1</sup>	CPA, Assistant Secretary, Corporate Division at PM&C (CFO), Member	2/2
Stephen Moore	Bachelor of Economics (Hons), Econometrics and Quantitative Economics, Macquarie University; Bachelor of Economics (Hons), Econometrics and Quantitative Economics, Australian National University, Member	3/3
Karen Williams	Bachelor of Commerce in Accounting, University of Canberra, FCPA, GAICD, Member	1/1

<sup>1</sup> Replaced by Karen Williams on 3 April 2024

## Audit and Risk Committee remuneration

**TABLE 7** Audit and Risk Committee remuneration for 2023–24

Name	Remuneration <sup>1</sup>
Peter Gunning	\$6,188.00
Stephen Moore	\$4,290.00
Karen Williams	\$2,230.80

<sup>1</sup> GST inclusive.

The CGC Audit and Risk Committee Charter is available on the CGC website at: [www.cgc.gov.au/about-us/accountability-and-reporting/audit-and-risk-committee-charter](http://www.cgc.gov.au/about-us/accountability-and-reporting/audit-and-risk-committee-charter).

## Corporate planning

The CGC published its Corporate Plan 2024–25 on its [website](#) on 27 August 2024, as required under subsection 35(1)(b) of the PGPA Act. The Corporate Plan sets out our purpose and performance measures and is an important tool in articulating the CGC's strategic direction to staff and external audiences.

## Fraud prevention

The CGC has a fraud and corruption control plan in place, as well as processes and systems for the prevention and detection of fraud and response to and reporting of incidents in accordance with section 10 of the *Public Governance, Performance and Accountability Rule 2014* (PGPA Rule). The CGC conducts fraud risk assessments regularly and when there is a substantial change in the structure, function, or activities of the agency.

No instances of fraud were detected in 2023–24. The CGC’s 2023–24 fraud certification can be found in the letter of transmittal.

## Risk management

Effectively engaging with and managing risk is central to delivering on the CGC’s purpose. The CGC’s approach to managing risk is to embed risk management, controls and mitigations into every aspect of our business planning, reporting, decision making and operations.

The CGC’s Risk Management Framework supports the CGC to meet its obligations under section 16 of the PGPA Act and is aligned with the new *Commonwealth Risk Management Policy* (2023).

Throughout 2023–24, the CGC reviewed, monitored and managed its key risks, related controls and tolerances.

## External scrutiny

The CGC is subject to an audit of the financial statements by the Australian National Audit Office (ANAO). During 2023–24, the CGC was not the subject of any ANAO performance audits. There have been no significant developments in external scrutiny of the CGC during 2023–24.

# Management of human resources

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The CGC has a small and specialised workforce that is committed to assisting the Government to make informed decisions through independent, expert advice on the distribution of GST revenue.

As a small agency, the CGC is focussed on attracting, developing and retaining a highly skilled, motivated and diverse workforce with expertise in data and statistical analysis, stakeholder engagement and professional report-writing.

After building up staffing in preparation for the 2025 Methodology Review, 2023–24 was relatively quiet in terms of recruitment and training. Notwithstanding this, the CGC continued its participation in entry level programs and building in-house expertise.

## Entry level programs

The CGC participated in the 2024 Australian Government Graduate Program for data generalists and engaged a graduate in January 2024. The graduate is enrolled in the APS Graduate Development Program, which develops the foundational skills, behaviours, mindsets and networks that support graduate employees to make a significant contribution in the APS.

## Recruitment

In addition to engaging a graduate employee, the CGC conducted one merit-based recruitment round in 2023–24 and engaged an employee from the process.

## Professional and personal development

Employee development in the CGC is an important contributor to a productive, innovative and engaged workforce. The CGC recognises the importance of supporting staff to develop their professional skills, including through on-the-job and formal training and development opportunities.

Professional and personal development in 2023–24 included the following activities:

- participation in seminars, conferences, workshops and forums
- coaching and mentoring
- external technical training for report writing and Excel skills
- participation in the Australian Public Service Graduate Development Program
- internal on-the-job training
- studies assistance for tertiary studies
- a short-term secondment to the Department of the Treasury
- first aid training.

## Capability Development Roadmap

The CGC identified the need for a structured and strategic approach to developing the capabilities of its staff, including in the areas of leadership, management, communication, judgement, influencing, problem solving, strategic thinking and project management.

In 2023, the CGC engaged an external learning and development services provider to conduct a capability needs analysis. The provider worked with the CGC to develop our Capability Development Roadmap, with consideration given to the agency's work program, strategic priorities, and workforce and succession planning requirements. The Roadmap provides a platform for refocussing our approaches to learning and development in 2024–25.

## Staffing information

At 30 June 2024, the CGC had 38 APS employees—a reduction from 44 employees at 30 June 2023. This reduction largely reflected a winding back of resources working on the assessment system redevelopment as the project neared completion. The average staffing level across the 2023–24 financial year was 33.93.

## Workplace agreements

### *Commission Members*

The Chairperson and other members of the Commonwealth Grants Commission are appointed by the Governor-General under section 8 of the *Commonwealth Grants Commission Act 1973*. Members can be appointed on a full-time or part-time basis. At 30 June 2024, all 4 Members were appointed on a part-time basis.

The Remuneration Tribunal is responsible for determining remuneration and allowances for Members. At 30 June 2024, Members were covered by the *Remuneration Tribunal (Remuneration and Allowances for Holders of Part-Time Public Office) Determination (No. 2) 2023* for remuneration and the *Remuneration Tribunal (Official Travel) Determination 2023 Compilation No. 1* for travel arrangements.

### Secretary and SES Employees

The Secretary is a Senior Executive Service (SES) Band 3 employee assigned to the role by the Secretary of the Department of the Treasury. Terms and conditions of employment for the Secretary are governed by an individual determination made under subsection 24(1) of the *Public Service Act 1999* by the Treasury Secretary.

The CGC has 2 SES Band 1 employees to assist the Secretary. Terms and conditions of employment are determined by the CGC Secretary in individual determinations made under subsection 24(1) of the *Public Service Act 1999*.

### Non-SES Employees

The CGC negotiated the new Enterprise Agreement with its non-SES employees, which commenced on 1 March 2024. The *Commonwealth Grants Commission Enterprise Agreement 2024–2027* provides updated terms and conditions of employment, remuneration increases and supports greater flexibility in staff movement through classification broadbanding.

The CGC also uses individual flexibility arrangements to retain expertise and critical skills. At 30 June 2024, the CGC had 7 individual flexibility arrangements in place.

**TABLE 8** Employment Arrangements for APS Employees at 30 June 2024

Instrument	SES	Non-SES	Total
Enterprise Agreement	0	35	35
Individual Section 24(1) Determinations	3	0	3
Individual Flexibility Arrangements <sup>1</sup>	0	7	7
<b>Total</b>	<b>3</b>	<b>35</b>	<b>38</b>

<sup>1</sup> Employees with an individual flexibility arrangement in place are employed under CGC's Enterprise Agreement and included in the 35 employees provided in the table for that purpose. The 7 employees with an individual flexibility arrangement are not separately counted for the purposes of the total provided in the table.

## Executive remuneration

**TABLE 9** Remuneration for Key Management Personnel in 2023–24

	Name	Jonathan Rollings
	Position title	Secretary
Short-term benefits	Base salary	343,525
	Bonuses	-
	Other benefits and allowances	9,450
Post-employment benefits	Superannuation contributions	65,536
Other long-term benefits	Long service leave	19,051
	Other long-term benefits	-
Termination benefits		-
Total remuneration		437,562

**TABLE 10** Remuneration for Senior Executives in 2023–24

	Total remuneration bands	\$295,001–\$320,000
	No. of senior executives	2
Short-term benefits	Average base salary	236,519
	Average bonuses	-
	Average other benefits and allowances	9,450
Post-employment benefits	Average superannuation contributions	44,609
Other long-term benefits	Average long service leave	17,638
	Average other long-term benefits	-
Termination benefits	Average termination benefits	-
Total remuneration		Average total remuneration 308,215



## Salary ranges

Salary ranges for non-SES employees under the Commonwealth Grants Commission Enterprise Agreement 2024-2027 are tabled below. Salaries for SES employees are determined on an individual basis.

**TABLE 11** Salary ranges for APS employees by classification at 30 June 2024

Classification	Minimum (\$)	Maximum (\$)
EL 2	152,816	169,837
EL 1	123,466	134,298
APS 6	97,313	106,259
APS 5	85,633	91,919
APS 4	77,754	83,387
APS 3	68,124	74,478
APS 2	61,796	67,812
APS 1	52,165	57,700

## Performance payments

During the 2023-24 financial year, CGC employees transitioned to a new Enterprise Agreement. The new agreement rolled performance pay into salary, and performance payment obligations under the former agreement were finalised.

SES employees are not entitled to performance payments under their individual determinations. A summary of performance payments for 2023-24 is tabled below.

**TABLE 12** Performance Payments in 2023-24

Classification	Number of Employees	Total (\$)	Average (\$)	Minimum (\$)	Maximum (\$)
EL 2	4	15,971	3,993	2,029	6,313
EL 1	11	44,448	4,041	1,075	8,333
APS 6	7	12,760	1,823	846	3,058
APS 5	2	1,030	515	515	515
<b>Total</b>	<b>24</b>	<b>74,209</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Non-salary benefits

During 2023–24, the CGC provided employees with a range of non-salary benefits including:

- car parking
- coaching and mentoring
- conferences, presentations, forums and workshops
- Christmas closedown period
- influenza vaccinations
- flexible working arrangements
- performance payments
- professional memberships
- studies assistance
- training and development, including graduate programs
- travel assistance.

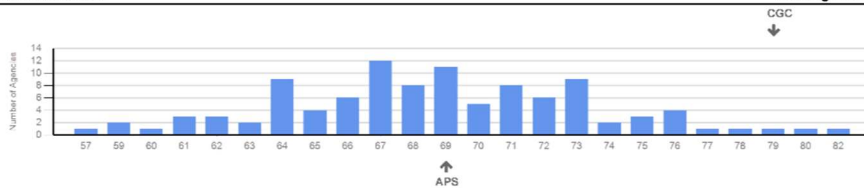


# 2024 APS Employee Census

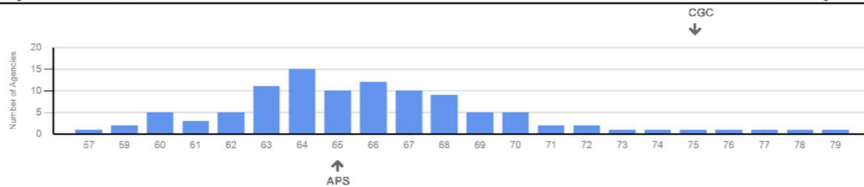
The APS Employee Census is the annual opinion survey sent to all APS employees. The survey asks respondents a range of questions about employee engagement, wellbeing, innovation, performance management, leadership, and general impressions of the APS.

In the 2024 Census, the CGC again achieved very positive results, comparing favourably with APS agencies in communication, employee engagement, enabling innovation, wellbeing and support and leadership. The charts below show the CGC's placement compared with the APS average and other agencies.

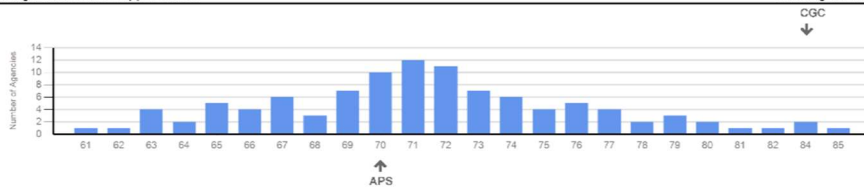
**Communication Index** **Ranking : 3rd of 104**



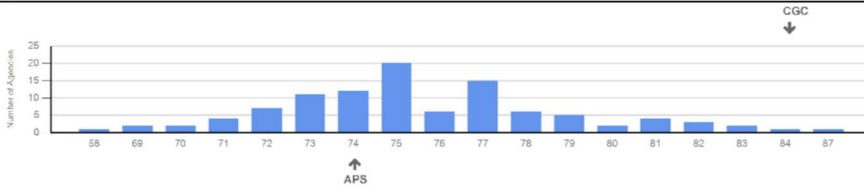
**Enabling Innovation Index** **Ranking : 5th of 104**



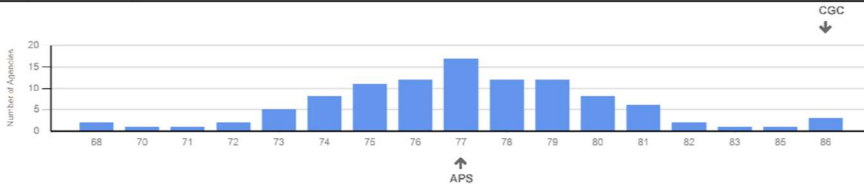
**Wellbeing Policies and Support Index** **Ranking : 2nd of 104**



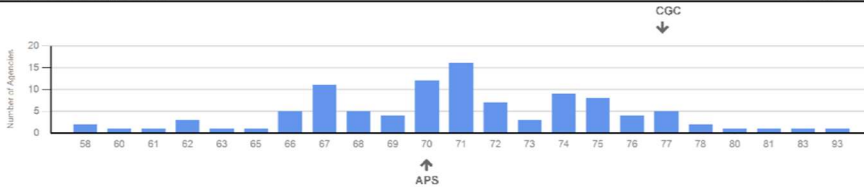
**Employee Engagement Index** **Ranking : 2nd of 104**



**Leadership – Immediate Supervisor Index** **Ranking : 1st of 104**



**Leadership – SES Manager Index** **Ranking : 7th of 104**



## Employment statistics

The CGC is an entity for the purposes of finance law, but it is not an agency for the purposes of the *Public Service Act 1999*. All staff at the CGC are APS employees of the Department of Treasury made available to assist the CGC carry out its functions and are under the direction of the CGC Secretary. Employment statistics below are for these employees, noting the Department of Treasury does not include these employees in its statistics.

**TABLE 13** All Ongoing Employees by Gender, Employment Status and Location Current Report Period (2023–24)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
ACT	13	2	17	1	33
Victoria	-	1	-	-	1
NSW	1	-	-	-	1
<b>Total</b>	<b>14</b>	<b>3</b>	<b>17</b>	<b>1</b>	<b>35</b>

**TABLE 14** All Ongoing Employees by Gender, Employment Status and Location Previous Report Period (2022–23)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
ACT	11	4	19	-	34
Victoria	-	1	-	-	1
<b>Total</b>	<b>11</b>	<b>5</b>	<b>19</b>	<b>-</b>	<b>35</b>

**TABLE 15** All Non-Ongoing Employees by Gender, Employment Status and Location Current Report Period (2023–24)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
ACT	-	1	-	2	3
<b>Total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>3</b>

**TABLE 16** All Non-Ongoing Employees by Gender, Employment Status and Location Previous Report Period (2022–23)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
ACT	-	2	-	7	9
<b>Total</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>7</b>	<b>9</b>

**TABLE 17** Australian Public Service Act Ongoing Employees Current Report Period (2023–24)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
SES Band 3	-	-	1	-	<b>1</b>
SES Band 1	2	-	-	-	<b>2</b>
EL 2	1	1	4	-	<b>6</b>
EL 1	7	1	5	1	<b>14</b>
APS 6	2	1	4	-	<b>7</b>
APS 5	1	-	3	-	<b>4</b>
APS 4	1	-	-	-	<b>1</b>
<b>Total</b>	<b>14</b>	<b>3</b>	<b>17</b>	<b>1</b>	<b>35</b>

**TABLE 18** Australian Public Service Act Ongoing Employees Previous Report Period (2022–23)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
SES Band 3	-	-	1	-	<b>1</b>
SES Band 1	2	-	-	-	<b>2</b>
EL 2	1	1	4	-	<b>6</b>
EL 1	5	2	5	-	<b>12</b>
APS 6	2	1	2	-	<b>5</b>
APS 5	1	-	4	-	<b>5</b>
APS 4	1	-	3	-	<b>4</b>
<b>Total</b>	<b>12</b>	<b>4</b>	<b>19</b>	<b>-</b>	<b>35</b>

**TABLE 19** Australian Public Service Act Non-Ongoing Employees Current Report Period (2023–24)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
EL 2	-	1	-	-	<b>1</b>
APS 3	-	-	-	2	<b>2</b>
<b>Total</b>	-	1	-	2	<b>3</b>

**TABLE 20** Australian Public Service Act Non-Ongoing Employees Previous Report Period (2022–23)

Classification	Female		Male		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
EL 2	-	1	-	2	<b>3</b>
EL 1	-	-	-	1	<b>1</b>
APS 2	-	1	-	4	<b>5</b>
<b>Total</b>	-	2	-	7	<b>9</b>

**TABLE 21** Australian Public Service Act Employees by Full-Time and Part-Time Status Current Report Period (2023–24)

Classification	Ongoing		Non-Ongoing		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
SES Band 3	1	-	-	-	<b>1</b>
SES Band 1	2	-	-	-	<b>2</b>
EL 2	5	1	-	1	<b>7</b>
EL 1	12	2	-	-	<b>14</b>
APS 6	6	1	-	-	<b>7</b>
APS 5	4	-	-	-	<b>4</b>
APS 4	1	-	-	-	<b>1</b>
APS 3	-	-	-	2	<b>2</b>
<b>Total</b>	<b>31</b>	<b>4</b>	<b>-</b>	<b>3</b>	<b>38</b>

**TABLE 22** Australian Public Service Act Employees by Full-Time and Part-Time Status Previous Report Period (2022–23)

Classification	Ongoing		Non-Ongoing		Total
	Full-Time	Part-Time	Full-Time	Part-Time	
SES Band 3	1	-	-	-	1
SES Band 1	2	-	-	-	2
EL 2	5	1	-	3	9
EL 1	10	2	-	1	13
APS 6	4	1	-	-	5
APS 5	5	-	-	-	5
APS 4	4	-	-	-	4
APS 2	-	-	-	5	5
<b>Total</b>	<b>31</b>	<b>4</b>	<b>-</b>	<b>9</b>	<b>44</b>

**TABLE 23** Australian Public Service Act Employment Type by Location Current Report Period (2023–24)

Location	Ongoing	Non-Ongoing	Total
ACT	34	3	36
Victoria	1	-	1
NSW	1	-	1
<b>Total</b>	<b>35</b>	<b>3</b>	<b>38</b>

**TABLE 24** Australian Public Service Act Employment Type by Location Previous Report Period (2022–23)

Location	Ongoing	Non-Ongoing	Total
ACT	34	9	43
Victoria	1	-	1
<b>Total</b>	<b>35</b>	<b>9</b>	<b>44</b>

**TABLE 25** Australian Public Service Act First Nations Employment Current and Previous Report Periods

Employment Type	2022–23	2023–24
Ongoing	-	-
Non-Ongoing	-	-
<b>Total</b>	<b>0</b>	<b>0</b>

## Purchasing

Purchasing activities undertaken by CGC employees met the requirements of the Commonwealth Procurement Rules. Relevant employees were aware of the requirements and expectations when undertaking procurement activities and were guided by the CGC’s own internal purchasing policy and accountable authority instructions.

The CGC supports small business participation in the Commonwealth Government procurement market. Small and medium-sized enterprise (SME) and small enterprise participation statistics are available on the Department of Finance’s website. The CGC is a small agency and all of its purchasing, other than under whole-of-government arrangements, was undertaken with small or medium-sized enterprises.

## Contracts

### Expenditure on reportable consultancy contracts

**TABLE 26** Reportable consultancy contracts

Reportable consultancy contracts 2023–24	Number	Expenditure (\$)
New contracts entered into during the reporting period	-	-
Ongoing contracts entered into during a previous reporting period	1	\$26,136
<b>Total</b>	<b>1</b>	<b>\$26,136</b>



**TABLE 27** Organisations receiving a share of reportable consultancy contract expenditure

Organisations receiving a share of reportable consultancy contract expenditure 2023–24	Expenditure (\$)	Proportion of 2023–24 total spend (%)
University of Western Sydney	\$26,136	100
<b>Total of the Largest Shares</b>	<b>\$26,136</b>	<b>100</b>

During 2023–24, there were no new reportable consultancy contracts. One ongoing reportable consultancy contract was active during the period, involving total actual expenditure of \$26,136. Annual reports contain information about actual expenditure on reportable consultancy contracts. Information on the value of reportable consultancy contracts is available on the AusTender website. Decisions to engage consultants during 2023–24 were made in accordance with the PGPA Act and related regulations including the Commonwealth Procurement Rules and relevant internal policies. The CGC selects consultants through the use of panel arrangements or by making an open approach to market. The CGC engages consultants when it requires specialist expertise on particular matters, for example independent assessments of methodologies, quality assurance of organisation policies and processes, or other technical advice.

## Expenditure on reportable non-consultancy contracts

**TABLE 28** Reportable non-consultancy contracts

Reportable non-consultancy contracts 2023–24	Number	Expenditure (\$)
New contracts entered into during the reporting period	3	\$64,394
Ongoing contracts entered into during a previous reporting period	21	\$1,586,361
<b>Total</b>	<b>24</b>	<b>\$1,650,755</b>

**TABLE 29** Organisations receiving a share of reportable non-consultancy contract expenditure

Organisations receiving a share of reportable non-consultancy contract expenditure 2023–24	Expenditure (\$)	Proportion of 2023–24 total spend (%)
The Fair Choice Pty Ltd	\$578,374	35
South Haven Real Estate Pty Ltd	\$270,384	16
Data#3 Limited	\$160,218	10
Hudson Global Resources (Aust) Pty Ltd	\$88,446	5
Magical Learning Pty Ltd	\$75,268	5
<b>Total of the Largest Shares</b>	<b>\$1,172,690</b>	<b>71</b>

Annual reports contain information about actual expenditure on reportable non-consultancy contracts. Information on the reportable non-consultancy contracts' value is available on the AusTender website.

# Other mandatory information

## Advertising and market research

The CGC did not conduct any advertising campaigns or market research during the 2023–24 financial year.

The Department of Finance reports on annual campaign expenditure greater than \$250,000 (excluding GST) in its annual Campaign Advertising by Government Department and Agencies reports.

## Grants

There were no grant programs administered by the CGC in 2023–24.

## Disability reporting

*Australia's Disability Strategy 2021–2031* (the Strategy) is the overarching framework for inclusive policies, programs and infrastructure that will support people with disability to participate in all areas of Australian life.

The Strategy sets out where practical changes will be made to improve the lives of people with disability in Australia. It acts to ensure the principles underpinning the United Nations Convention on the Rights of Persons with Disabilities are incorporated into Australia's policies and programs that affect people with disability, their families and carers.

All levels of government have committed to deliver more comprehensive and visible reporting under the Strategy. A range of reports on progress of the Strategy's actions and outcome areas will be published and available at [www.disabilitygateway.gov.au](http://www.disabilitygateway.gov.au).

Disability reporting is included the Australian Public Service Commission's State of the Service reports and the APS Statistical Bulletin. These reports are available at [www.apsc.gov.au](http://www.apsc.gov.au).

## Freedom of information

Entities subject to the *Freedom of Information Act 1982* (FOI Act) are required to publish information to the public as part of the Information Publication Scheme (IPS). This requirement is in Part II of the FOI Act and has replaced the former requirement to publish a section 8 statement in an annual report. Each agency must display on its website a plan showing what information it publishes in accordance with the IPS requirements.

## Correction of material errors in previous annual report

This section provides correction of material errors in the previous annual report which has proved to be wrong, in accordance with sections 17AG(7) and (7A) and sections 17AGA(2) – (3) of the Public Governance, Performance and Accountability Rule 2014.

In the 'Contracts' section of the CGC Annual Report 2022–23, tables 30 and 31 below were unintentionally omitted.

**TABLE 30** Organisations receiving a share of reportable consultancy contract expenditure

Organisations receiving a share of reportable consultancy contract expenditure 2022–23	Expenditure (\$)	Proportion of 2022–23 total spend (%)
PricewaterhouseCoopers	\$20,000	100
<b>Total of the Largest Shares</b>	<b>\$20,000</b>	<b>100</b>

**TABLE 31** Organisations receiving a share of reportable non-consultancy contract expenditure

Organisations receiving a share of reportable non-consultancy contract expenditure 2022–23	Expenditure (\$)	Proportion of 2022–23 total spend (%)
The Fair Choice Pty Ltd	\$769,152	26
Strategic Reform Pty Ltd	\$502,529	17
Hudson Global Resources (Aust) Pty Ltd	\$267,509	9
South Haven Real Estate Pty Ltd	\$253,763	8
AMA Projects Pty Ltd	\$156,374	5
<b>Total of the Largest Shares</b>	<b>\$1,949,327</b>	<b>65</b>

In the ‘Other mandatory information’ section of the *CGC Annual Report 2022–23*, tables 32 and 33 below have been updated to include additional data that was not available at the time of reporting.

**TABLE 32** Recorded location-based environmental emissions for the financial year 2022–23

Emission Source	Scope 1 kg CO <sub>2</sub> -e	Scope 2 kg CO <sub>2</sub> -e	Scope 3 kg CO <sub>2</sub> -e	Total kg CO <sub>2</sub> -e
Electricity	-	19,960	1,641	21,601
Natural Gas	-	-	-	-
Fleet Vehicles	-	-	-	-
Domestic Flights	-	-	7,422	7,422
<b>Total kg CO<sub>2</sub>-e</b>	<b>-</b>	<b>19,960</b>	<b>9,063</b>	<b>29,023</b>

Note: CO<sub>2</sub>-e = Carbon Dioxide Equivalent

**TABLE 33** Recorded market-based environmental emissions for the financial year 2022–23

Emission Source	Scope 1 kg CO <sub>2</sub> -e	Scope 2 kg CO <sub>2</sub> -e	Scope 3 kg CO <sub>2</sub> -e	Total kg CO <sub>2</sub> -e
Electricity	-	1,630	216	1,846
Natural Gas	-	-	-	-
Fleet Vehicles	-	-	-	-
Domestic Flights	-	-	7,422	7,422
<b>Total kg CO<sub>2</sub>-e</b>	<b>-</b>	<b>1,630</b>	<b>7,638</b>	<b>9,268</b>

Note: CO<sub>2</sub>-e = Carbon Dioxide Equivalent

## Environmental performance

The CGC is committed to the principles of ecologically sustainable development and effective environmental management strategies. In 2023–24, the CGC did this by:

- recycling paper, cardboard, office waste and other recyclable items
- maximising the use of natural light in our new premises, minimising the need for electric lighting
- using energy-efficient equipment and systems, including automatic sensor lights and ICT screens and equipment
- facilitating broad working from home arrangements, minimising the need for daily travel.

## Australian Public Service Net Zero 2030

As part of the reporting requirements under section 516A of the *Environment Protection and Biodiversity Conservation Act 1999*, and in line with the Government's APS Net Zero 2030 policy, all non-corporate Commonwealth entities and corporate Commonwealth entities are required to publicly report on the emissions from their operations, commencing with public reporting of 2023–24 emissions in entity annual reports.

Greenhouse gas emissions reporting has been developed with methodology that is consistent with the Whole of Australian Government approach as part of the APS Net Zero 2030 policy.

**TABLE 34** Greenhouse gas emissions inventory – location-based method 2023–24

Emission Source	Scope 1 t CO <sub>2</sub> -e	Scope 2 t CO <sub>2</sub> -e	Scope 3 t CO <sub>2</sub> -e	Total t CO <sub>2</sub> -e
Electricity	N/A	21.317	1.701	23.018
Natural Gas	-	N/A	-	-
Solid Waste*	N/A	N/A	-	-
Refrigerants+	-	N/A	N/A	-
Fleet and Other Vehicles	-	N/A	-	-
Domestic Commercial Flights	N/A	N/A	9.728	9.728
Domestic Hire Car*	N/A	N/A	-	-
Domestic Travel Accommodation*	N/A	N/A	2.937	2.937
Other Energy	-	N/A	-	-
<b>Total t CO<sub>2</sub>-e</b>	<b>-</b>	<b>21.317</b>	<b>14.366</b>	<b>35.683</b>

Note: The table above presents emissions related to electricity usage using the location-based accounting method. CO<sub>2</sub>-e = Carbon Dioxide Equivalent.

\* Indicates emission sources collected for the first time in 2023–24. The quality of data is expected to improve over time as emissions reporting matures.

+ Indicates optional emission source for 2023–24 emissions reporting.

**TABLE 35** Electricity greenhouse gas emissions 2023–24

Emission Source	Scope 2 t CO <sub>2</sub> -e	Scope 3 t CO <sub>2</sub> -e	Total t CO <sub>2</sub> -e	Percentage of electricity use
Electricity	21.317	1.701	23.018	100%
Market-based electricity emissions	1.824	0.225	2.049	7.15%
<b>Total renewable electricity</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>92.85%</b>
<b>Mandatory renewables 1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18.72%</b>
<b>Voluntary renewables 2</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>74.13%</b>

Note: The table above presents emissions related to electricity usage using both the location-based and the market-based accounting methods. CO<sub>2</sub>-e = Carbon Dioxide Equivalent.

1 Mandatory renewables are the portion of electricity consumed from the grid that is generated by renewable sources. This includes the renewable power percentage.

2 Voluntary renewables reflect the eligible carbon credit units surrendered by the entity. This may include purchased large-scale generation certificates, power purchasing agreements, GreenPower and the jurisdictional renewable power percentage (ACT only).

## Work health, safety and wellbeing

The CGC has a strong commitment to the health, safety and wellbeing of workers and visitors.

Workplace health and safety is a standing agenda item for executive and senior management meetings and Workplace Relations Committee meetings.

There were no reportable incidents reported to Comcare during the reporting year.

CGC did not receive any notices under Part 10 of the *Work Health and Safety Act 2011*, and no investigations were conducted by Comcare during the reporting year.

Initiatives undertaken by the CGC during the year to maintain its ongoing commitment to a safe workplace included:

- maintenance of an appropriate first aid officer and emergency warden cohort
- training for first aid officers and wardens
- fire equipment compliance checks
- updated evacuation diagrams
- work health and safety inductions for new employees
- facilitating an inclusive workplace
- sit-to-stand office workstations for all staff
- ergonomic equipment and furniture including laptops and noise cancelling headphones
- an annual influenza vaccination program
- refresh of first aid kits
- multi-purpose room for parenting, first aid, meditation or prayer
- access to an Employee Assistance Program
- access to flexible working arrangements, including working from home
- update of the work health and safety framework
- proactive hazard management
- regular communication with staff for work health and safety purposes.

# Financial statements

*Independent auditor's report*

*Statement by the Secretary and  
Chief Financial Officer*

*Statement of comprehensive income*

*Statement of financial position*

*Statement of changes in equity*

*Cash flow statement*

*Notes*

# Independent auditor's report



## INDEPENDENT AUDITOR'S REPORT

### To the Treasurer

#### Opinion

In my opinion, the financial statements of the Commonwealth Grants Commission (the Entity) for the year ended 30 June 2024:

- (a) comply with Australian Accounting Standards – Simplified Disclosures and the *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015*; and
- (b) present fairly the financial position of the Entity as at 30 June 2024 and its financial performance and cash flows for the year then ended.

The financial statements of the Entity, which I have audited, comprise the following as at 30 June 2024 and for the year then ended:

- Statement by the Secretary and Chief Financial Officer;
- Statement of Comprehensive Income;
- Statement of Financial Position;
- Statement of Changes in Equity;
- Cash Flow Statement; and
- Notes to and forming part of the financial statements, comprising material accounting policy information and other explanatory information.

#### Basis for opinion

I conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Entity in accordance with the relevant ethical requirements for financial statement audits conducted by the Auditor-General and her delegates. These include the relevant independence requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) to the extent that they are not in conflict with the *Auditor-General Act 1997*. I have also fulfilled my other responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Accountable Authority's responsibility for the financial statements

As the Accountable Authority of the Entity, the Secretary is responsible under the *Public Governance, Performance and Accountability Act 2013* (the Act) for the preparation and fair presentation of annual financial statements that comply with Australian Accounting Standards – Simplified Disclosures and the rules made under the Act. The Secretary is also responsible for such internal control as the Secretary determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Secretary is responsible for assessing the ability of the Entity to continue as a going concern, taking into account whether the Entity's operations will cease as a result of an administrative restructure or for any other reason. The Secretary is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the assessment indicates that it is not appropriate.

GPO Box 707, Canberra ACT 2601  
36 Sydney Avenue, Forrest ACT 2603  
Phone (02) 6203 7300



### **Auditor's responsibilities for the audit of the financial statements**

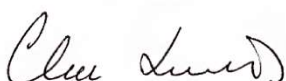
My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian National Audit Office 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 the 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 the Australian National Audit Office 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 control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control;
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Accountable Authority;
- conclude on the appropriateness of the Accountable Authority's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Entity 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 the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Accountable Authority 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 identify during my audit.

Australian National Audit Office



Clea Lewis  
Executive Director

Delegate of the Auditor-General

Canberra

8 August 2024

# Statement by the Secretary and Chief Financial Officer

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In our opinion, the attached financial statements for the year ended 30 June 2024 comply with subsection 42(2) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), and are based on properly maintained financial records as per subsection 41(2) of the PGPA Act.

In our opinion, at the date of this statement, there are reasonable grounds to believe that the Commonwealth Grants Commission will be able to pay its debts as and when they fall due.



*Jonathan Rollings*  
Secretary  
8 August 2024



*Joanne Robertson*  
Chief Financial Officer  
8 August 2024

# Statement of comprehensive income

For the period ended 30 June 2024.

	Notes	2024 \$'000	2023 \$'000	Budget \$'000
<b>Expenses</b>				
Employee benefits	2A	6,305	6,133	5,547
Suppliers	2B	1,447	1,640	2,143
Depreciation and amortisation	4	860	427	679
Finance costs	2C	60	65	60
<b>Total expenses</b>		<b>8,672</b>	<b>8,265</b>	<b>8,429</b>
<b>Own-source income</b>				
Resources received free of charge		51	46	45
<b>Total own-source income</b>		<b>51</b>	<b>46</b>	<b>45</b>
<b>Net cost of services</b>		<b>8,621</b>	<b>8,219</b>	<b>8,384</b>
Revenue from Government		7,904	7,873	7,904
<b>Deficit on continuing operations</b>		<b>(717)</b>	<b>(346)</b>	<b>(480)</b>
<b>Total comprehensive income/(loss)</b>		<b>(717)</b>	<b>(346)</b>	<b>(480)</b>

The above statement should be read in conjunction with the accompanying notes.

# Statement of financial position

As at 30 June 2024.

	Notes	2024 \$'000	2023 \$'000	Budget \$'000
<b>Assets</b>				
<b>Financial assets</b>				
Cash and cash equivalents		183	188	172
Trade and other receivables	3	11,615	11,448	11,654
<b>Total financial assets</b>		<b>11,798</b>	<b>11,636</b>	<b>11,826</b>
<b>Non-financial assets</b>				
Leasehold	4	2,423	2,726	2,415
Plant and equipment	4	138	311	484
Software	4	1,768	1,941	1,590
Prepayments		118	187	57
<b>Total non-financial assets</b>		<b>4,447</b>	<b>5,165</b>	<b>4,546</b>
<b>Total assets</b>		<b>16,245</b>	<b>16,801</b>	<b>16,372</b>
<b>Liabilities</b>				
<b>Payables</b>				
Suppliers		69	241	478
Other payables	5A	162	200	153
<b>Total payables</b>		<b>231</b>	<b>441</b>	<b>631</b>
<b>Interest bearing liabilities</b>				
Leases	5B	1,956	2,124	1,955
<b>Total interest-bearing liabilities</b>		<b>1,956</b>	<b>2,124</b>	<b>1,955</b>

	Notes	2024 \$'000	2023 \$'000	Budget \$'000
<b>Provisions</b>				
Employee provisions	5C	2,116	1,848	1,472
<b>Total provisions</b>		2,116	1,848	1,472
<b>Total liabilities</b>		<b>4,303</b>	<b>4,413</b>	<b>4,058</b>
<b>Net assets</b>		<b>11,942</b>	<b>12,388</b>	<b>12,314</b>
<b>Equity</b>				
Contributed equity		3,626	3,355	3,626
Reserves		200	200	-
Retained surplus		8,116	8,833	8,688
<b>Total equity</b>		<b>11,942</b>	<b>12,388</b>	<b>12,314</b>

The above statement should be read in conjunction with the accompanying notes.

## Statement of changes in equity

For the period ended 30 June 2024.

	2024 \$'000	2023 \$'000	Budget \$'000
<b>Contributed equity</b>			
<b>Opening balance</b>			
Balance carried forward from previous period	3,355	3,090	3,355
<b>Transactions with owners</b>			
Departmental capital budget	271	265	271
<b>Closing balance as at 30 June</b>	<b>3,626</b>	<b>3,355</b>	<b>3,626</b>

	2024 \$'000	2023 \$'000	Budget \$'000
<b>Retained earnings</b>			
<b>Opening balance</b>			
Balance carried forward from previous period	8,833	9,179	9,168
<b>Comprehensive income</b>			
Deficit for the period	(717)	(346)	(480)
<b>Closing balance as at 30 June</b>	<b>8,116</b>	<b>8,833</b>	<b>8,688</b>
<b>Asset revaluation reserve</b>			
<b>Opening balance</b>			
Balance carried forward from previous period	200	200	-
<b>Closing balance as at 30 June</b>	<b>200</b>	<b>200</b>	<b>-</b>
<b>Total equity</b>			
<b>Opening balance</b>			
Balance carried forward from previous period	12,388	12,469	12,523
<b>Comprehensive income</b>			
Deficit for the period	(717)	(346)	(480)
<b>Transactions with owners</b>			
Departmental capital budget	271	265	271
<b>Closing balance as at 30 June</b>	<b>11,942</b>	<b>12,388</b>	<b>12,314</b>

*The above statement should be read in conjunction with the accompanying notes.*

# Cash flow statement

For the period ended 30 June 2024.

	2024 \$'000	2023 \$'000	Budget \$'000
<b>Operating activities</b>			
<b>Cash received</b>			
Appropriations	7,668	7,897	7,873
GST received	195	380	-
<b>Total cash received</b>	<b>7,863</b>	<b>8,277</b>	<b>7,873</b>
<b>Cash used</b>			
Employees	6,074	5,710	5,547
Interest payment in lease liabilities	60	65	60
Suppliers	1,566	2,332	2,098
<b>Total cash used</b>	<b>7,700</b>	<b>8,107</b>	<b>7,705</b>
<b>Net cash from/(used by) operating activities</b>	<b>163</b>	<b>170</b>	<b>168</b>
<b>Investing activities</b>			
<b>Cash used</b>			
Purchase of non-financial assets	211	1,070	271
<b>Total cash used</b>	<b>211</b>	<b>1,070</b>	<b>271</b>
<b>Net cash from/(used by) investing activities</b>	<b>(211)</b>	<b>(1,070)</b>	<b>(271)</b>
<b>Financing activities</b>			
<b>Cash received</b>			
Contributed equity	211	1,070	271
<b>Total cash received</b>	<b>211</b>	<b>1,070</b>	<b>271</b>
<b>Cash used</b>			
Principal payments of lease liabilities	168	154	168
<b>Total cash used</b>	<b>168</b>	<b>154</b>	<b>168</b>

<b>Net cash from/(used by) financing activities</b>	<b>43</b>	<b>916</b>	<b>103</b>
<b>Net increase/(decrease) in cash held</b>	<b>(5)</b>	<b>16</b>	<b>-</b>
Cash at the beginning of the reporting period	188	172	172
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>183</b>	<b>188</b>	<b>172</b>

*The above statement should be read in conjunction with the accompanying notes.*

# Notes

## Note 1: Summary of material accounting policies

### 1.1 Objectives of the CGC

The CGC is an Australian Government controlled entity and is a not-for-profit entity. The objective of the CGC is to inform government decisions on fiscal equalisation between the states and territories through advice and recommendations on the distribution of goods and services tax revenue.

The continued existence of the entity in its present form and with its present program is dependent on continuing funding by Parliament for the entity's administration and program.

### 1.2 Basis of preparation

The financial statements are general purpose financial statements and are required by section 42 of the *Public Governance, Performance and Accountability Act 2013*.

The financial statements have been prepared in accordance with the:

- a) *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015*, and
- b) Australian Accounting Standards and Interpretations – including simplified disclosures for Tier 2 Entities under AASB 1060 issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost convention, except for certain assets and liabilities at fair value. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position.

The financial statements are presented in Australian dollars, values rounded to the nearest thousand dollars (unless otherwise specified) and reflect the original budget as presented to Parliament.



## 1.3 New accounting standards

All new/revised/amending standards and/or interpretations that were issued prior to the sign-off date and are applicable to the current reporting period did not have a material effect on the CGC's financial statements.

## 1.4 Own-source income

### *ANAO audit services – resources received free of charge*

Resources received free of charge are recognised as revenue when, and only when, a fair value can be reliably determined, and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense.

### *Revenue from Government*

Amounts appropriated for departmental operating activities for the year (adjusted for any formal additions and reductions and less departmental capital budgets) are recognised as revenue from Government when CGC gains control of the appropriation. Appropriations receivables are recognised at their nominal amounts.

## 1.5 Financial assets

Cash is recognised at its nominal amount. Cash and cash equivalents include cash on hand and deposits in bank accounts.

Trade and other receivables are measured at amortised cost using the effective interest method less impairment. No impairment allowance has been recognised as at balance date.

## 1.6 Acquisition of assets

Non-financial assets are initially recognised at cost in the statement of financial position, except for purchases costing less than \$6,000, which are expensed in the year of acquisition.

The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located. This is particularly relevant to 'make good' provisions in property leases taken up by the CGC where there exists an obligation to restore the property to its original condition. These costs are included in the value of the CGC's leasehold improvements with a corresponding provision for the 'make good' recognised.

## 1.7 Lease Right of Use (ROU) Assets

Lease ROU assets are capitalised at the commencement date of the lease and comprise the initial lease liability amount, initial direct costs incurred when entering into the lease less any lease incentives received.

These assets are accounted for by Commonwealth lessees as separate asset classes to corresponding assets owned outright, but included in the same column as where the corresponding underlying assets would be presented if they were owned.

Following initial application, an impairment review is undertaken for any ROU lease asset that shows indicators of impairment and an impairment loss is recognised against any ROU lease asset that is impaired. Lease ROU assets continue to be measured at cost after initial recognition in Commonwealth agency, GGS and Whole of Government financial statements.

The depreciation rates for ROU assets are based on the commencement date to the earlier of the end of the useful life of the ROU asset or the end of the lease term.

## 1.8 Property, plant and equipment

### *Revaluations*

Following initial recognition at cost, plant and equipment (excluding ROU assets) are carried at fair value less subsequent accumulated depreciation. Valuations are conducted with sufficient frequency to ensure that the carrying amounts of assets did not differ materially from the assets' fair values as at the reporting date. The regularity of independent valuations depends upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of 'asset revaluation reserve', except to the extent that it reversed a previous revaluation decrement of the same asset class that was previously recognised in the surplus/deficit. Revaluation decrements for a class of assets are recognised directly in the surplus/deficit, except to the extent that they reverse a previous revaluation increment for that class. Upon revaluation, any accumulated depreciation is eliminated against the gross carrying amount of the asset and the asset restated to the revalued amount.

### *Depreciation*

Depreciable plant and equipment assets are written off to their estimated residual values over their estimated useful lives to the CGC using, in all cases, the straight-line method of depreciation. ROU assets are depreciated over the lesser of the estimated useful life of the leasehold improvement or the lease term. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

Asset class	2024	2023
Leasehold	Within the lease term	Within the lease term
Right of Use Asset	Within the lease term	Within the lease term
Plant and equipment	Within the lease term	Within the lease term

### *Impairment*

All assets were assessed for indications of impairment at 30 June 2024. Where indications of impairment exist, the asset's recoverable amount is estimated, and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

### *Derecognition*

An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal.

## 1.9 Fair value measurement

All property, plant and equipment are measured at fair value in the statement of financial position. When estimating fair value, market prices (with adjustment) were used where available. Where market prices were not available, depreciated replacement cost was used. A reconciliation of movements in property, plant and equipment has been included in Note 4.

## 1.10 Software

The CGC's software has been internally developed. These assets are carried at cost less accumulated amortisation and accumulated impairment losses.

Software is amortised on a straight-line basis over its anticipated useful life. The useful life of CGC's software is 3 to 7 years (2024: 3 to 7 years).

All software assets were assessed for indications of impairment as at 30 June 2024.

## 1.11 Supplier and other payables

Supplier and other payables are recognised at amortised cost. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced). Supplier payables are settled within 30 days.

## 1.12 Employee benefits

Liabilities for short-term employee benefits and termination benefits expected within 12 months of the end of the reporting period are measured at their nominal amounts.

### *Leave*

The liability for employee benefits includes provision for annual leave and long service leave.

The leave liabilities are calculated on the basis of employees' remuneration at the estimated salary rates that will be applied at the time the leave is taken, plus the CGC's employer superannuation contribution rates and applicable on-costs, to the extent that the leave is likely to be taken during service rather than paid out on termination.

The liability for long service leave has been determined by reference to paragraph 24(1)(a) of the *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015* using the shorthand method. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and enterprise agreements.

### *Superannuation*

Employees of the CGC are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS), the Public Sector Superannuation accumulation plan (PSSap), or other superannuation funds held outside the Australian Government.

The CSS and PSS are defined benefit schemes for the Australian Government. The PSSap is a defined contribution scheme.

The liability for defined benefits is recognised in the financial statements of the Australian Government and is settled by the Australian Government in due course. This liability is reported in the Department of Finance's administered schedules and notes.

The CGC makes employer contributions to employees' superannuation schemes at rates determined by an actuary to be sufficient to meet the current cost to the Government, and accounts for the contributions as if they were contributions to defined contribution plans.

## 1.13 Taxation

The CGC is exempt from all forms of taxation except Fringe Benefits Tax (FBT) and Goods and Services Tax (GST).

## 1.14 Events after the reporting period

There were no other events that occurred after the balance date that would affect the balances in the financial statements.

### Note 2: Expenses

	2024 \$'000	2023 \$'000
<b>Note 2A: Employee benefits</b>		
Wages and salaries	4,814	4,300
<b>Superannuation</b>		
Defined contribution plans	476	433
Defined benefit plans	354	728
Leave and other entitlements	661	672
<b>Total employee benefits</b>	<b>6,305</b>	<b>6,133</b>

The above employee benefits disclosure should be read in conjunction with Note 1.12.

	2024 \$'000	2023 \$'000
<b>Note 2B: Suppliers</b>		
<b>Goods and services supplied or rendered</b>		
Consultants	53	18
Information technology	836	923
Travel	124	92
Property	77	70
Professional services	185	276
Audit fees	51	46
Other	121	215
<b>Total suppliers</b>	<b>1,447</b>	<b>1,640</b>
<b>Note 2C: Finance costs</b>		
Interest on lease liabilities	60	65
<b>Total finance costs</b>	<b>60</b>	<b>65</b>

## Note 3: Financial assets

	2024 \$'000	2023 \$'000
Appropriation receivables	11,598	11,302
Trade receivables	-	95
GST receivable from the Australian Taxation Office	17	51
<b>Total trade and other receivables</b>	<b>11,615</b>	<b>11,448</b>

## Note 4: Non-financial assets

Reconciliation of the opening and closing balances of property, plant and equipment and software for 2024.

	Leasehold <sup>1</sup> \$'000	Plant and equipment \$'000	Software \$'000	Total \$'000
<b>As at 1 July 2023</b>				
Gross book value	3,029	446	1,941	5,416
Accumulated depreciation, amortisation and impairment	(303)	(135)	-	(438)
<b>Total as at 1 July 2023</b>	<b>2,726</b>	<b>311</b>	<b>1,941</b>	<b>4,978</b>
Additions purchased or internally developed	-	39	172	211
Depreciation and amortisation expense	(75)	(212)	(345)	(632)
Depreciation on right-of-use assets	(228)	-	-	(228)
<b>Total as at 30 June 2024</b>	<b>2,423</b>	<b>138</b>	<b>1,768</b>	<b>4,329</b>
<b>Total as at 30 June 2024 represented by</b>				
Gross book value	3,029	485	2,113	5,627
Accumulated depreciation, amortisation and impairment	(606)	(347)	(345)	(1,298)
<b>Total as at 30 June 2024</b>	<b>2,423</b>	<b>138</b>	<b>1,768</b>	<b>4,329</b>
<b>Carrying amount of right of use assets<sup>1</sup></b>	<b>1,821</b>	<b>-</b>	<b>-</b>	<b>1,821</b>

<sup>1</sup> Leasehold includes leasehold improvements and property lease ROU assets. The new lease commenced on 1 July 2022.

The above lease disclosures should be read in conjunction with the accompanying Note 5B.

## Note 5: Payables, leases and provisions

	2024 \$'000	2023 \$'000
<b>Note 5A: Other payables</b>		
Salaries and wages	162	200
<b>Total other payables</b>	<b>162</b>	<b>200</b>
<b>Note 5B: Leases</b>		
Lease liabilities	1,956	2,124
<b>Total leases</b>	<b>1,956</b>	<b>2,124</b>
<b>Maturity analysis – contractual undiscounted cash flows</b>		
Within 1 year	238	228
Between 1 to 5 years	1,057	1,014
More than 5 years	913	1,193
<b>Total leases</b>	<b>2,208</b>	<b>2,435</b>
<p><i>Total cash outflow for leases for the year ended 30 June 2024 was \$228,138 (2023: \$218,615). On 1 July 2022, the CGC began a new lease at 73 Northbourne Avenue, Canberra City ACT 2601 for a period of 10 years. The above lease disclosures should be read in conjunction with the accompanying Note 4.</i></p>		
<b>Note 5C: Employee provisions</b>		
Leave	2,116	1,848
<b>Total employee provisions</b>	<b>2,116</b>	<b>1,848</b>

## Note 6: Key management personnel remuneration and related parties

### Note 6A: Key management personnel remuneration

Key management personnel (KMP) are those persons having authority and responsibility for planning, directing and controlling (directly or indirectly) the activities of the CGC.

The CGC has determined the KMP to be the Secretary of the CGC. Remuneration of KMP is reported in the table below.

	2024 \$'000	2023 \$'000
<b>KMP remuneration</b>		
Short-term employee benefits	353	347
Post-employment benefits	66	64
Other long-term employee benefits	19	14
<b>Total KMP remuneration expenses<sup>1</sup></b>	<b>438</b>	<b>425</b>

<sup>1</sup> The total KMP remuneration expenses included in the above table relate to one employee (2023: one).

### Note 6B: Related party transactions

The CGC is an Australian Government-controlled entity. Related parties to the CGC are:

- key management personnel
- the Treasurer
- all other Australian Government entities.

#### *Transactions with related parties*

Given the breadth of government activities, related parties may transact with the government sector in the same capacity as ordinary citizens. The CGC transacts with other Australian Government-controlled entities consistent with normal day-to-day business operations provided under normal terms and conditions, including the payment of workers compensation, insurance premiums, data purchases, advertising and internet services. These are not considered individually significant to warrant separate disclosure as related party transactions.

Giving consideration to relationships with related entities, and the materiality of transactions entered into during the reporting period by the CGC, it has been determined that there are no related party transactions to be separately disclosed.

## Note 7: Appropriations

	2024 \$'000	2023 \$'000
<b>Note 7A: Annual appropriations (recoverable GST exclusive)</b>		
Departmental appropriation <sup>1</sup>	7,904	7,991
Departmental capital budget	271	265
PGPA Act – section 74 receipts	97	10
<b>Total appropriation</b>	<b>8,272</b>	<b>8,266</b>
Appropriations applied (current and prior years) <sup>2</sup>	7,981	8,961
<b>Variance</b>	<b>291</b>	<b>(695)</b>

<sup>1</sup> The appropriation includes \$118,000 quarantined under s51 of the PGPA Act.

<sup>2</sup> Prior year adjusted to include movement in bank account \$15,955 and exclude GST refund from section 74 receipts.

	2024 \$'000	2023 \$'000
<b>Note 7B: Unspent annual appropriations ('recoverable GST exclusive')</b>		
<b>Departmental</b>		
<i>Appropriation Act (No.1) Operating 2021–2022</i>	-	3,296
<i>Supply Act (No.1) Operating 2022–2023</i>	-	3,518
<i>Supply Act (No.3) Operating 2022–2023<sup>1</sup></i>	3,619	4,661
<i>Supply Act (No.3) Departmental Capital Budget 2022–2023</i>	-	133
<i>Appropriation Act (No.1) Operating 2023–2024</i>	8,087	-
<i>Appropriation Act (No.1) Departmental Capital Budget 2023–2024</i>	193	-
<b>Total departmental</b>	<b>11,899</b>	<b>11,608</b>

<sup>1</sup> The appropriation includes \$118,000 quarantined under s51 of the PGPA Act.



## Note 8: Net cash appropriation arrangements

	2024 \$'000	2023 \$'000
<b>Total comprehensive income – as per the statement of comprehensive income</b>	<b>(717)</b>	<b>(346)</b>
<b>Plus:</b> depreciation/amortisation of assets funded through appropriations (departmental capital budget funding and/or equity injections) <sup>1</sup>	632	199
<b>Plus:</b> depreciation of right-of-use assets <sup>2</sup>	228	228
<b>Less:</b> lease principal repayments <sup>2</sup>	(168)	(154)
<b>Net cash operating surplus</b>	<b>(25)</b>	<b>(73)</b>

<sup>1</sup> From 2010–11, the Government introduced net cash appropriation arrangements where revenue appropriations for depreciation/amortisation expenses of non-corporate Commonwealth entities and selected corporate Commonwealth entities were replaced with a separate capital budget provided through equity appropriations. Capital budgets are to be appropriated in the period when cash payment for capital expenditure is required.

<sup>2</sup> The inclusion of depreciation/amortisation expenses related to ROU lease assets and the lease liability principal repayment amount reflects the impact of AASB 16 Leases, which does not directly reflect a change in appropriation arrangements.

## Note 9: Aggregate assets and liabilities

	2024 \$'000	2023 \$'000
<b>Assets expected to be recovered in:</b>		
<b>No more than 12 months</b>		
Cash and cash equivalents	183	188
Trade and other receivables	11,615	11,448
Prepayments	118	187
<b>Total no more than 12 months</b>	<b>11,916</b>	<b>11,823</b>
<b>More than 12 months</b>		
Leasehold	601	677
Plant and equipment	138	311
ROU	1,822	2,049
Software	1,768	1,941
<b>Total more than 12 months</b>	<b>4,329</b>	<b>4,978</b>
<b>Total assets</b>	<b>16,245</b>	<b>16,801</b>
<b>Liabilities expected to be settled in:</b>		
<b>No more than 12 months</b>		
Suppliers	69	241
Other payables	162	200
ROU lease	184	168
Employee provisions	736	644
<b>Total no more than 12 months</b>		
<b>More than 12 months</b>		
Employee provisions	1,380	1,204
ROU lease	1,772	1,956
<b>Total more than 12 months</b>	<b>3,152</b>	<b>3,160</b>
<b>Total liabilities</b>	<b>4,303</b>	<b>4,413</b>

## Note 10: Budget variances

The following table provides high-level commentary on major variances between budgeted information for the CGC as published in the Portfolio Budget Statements and the 2023–24 final outcome as presented in accordance with Australian accounting standards. Major variances are those deemed relevant to an analysis of the CGC's performance.

Explanation of major variance to budget	\$'000	%	Affected line items
<b>Statement of comprehensive income</b>			
<b>Employee benefits</b> The cost for Average Staffing Level has increased due to a higher proportion of staff with higher paid salaries, and Enterprise Agreement increases.	758	14%	<i>Employee benefits (Statement of Comprehensive Income)</i>
<b>Suppliers</b> Reduced spending on suppliers to allow for the increase in employee costs.	(696)	-32%	<i>Suppliers (Statement of Comprehensive Income)</i>
<b>Depreciation</b> Increased depreciation on ICT assets as the useful life was updated to end on 30 June 2024, due to the transition to Treasury ICT support services arrangement.	181	27%	<i>Depreciation (Statement of Comprehensive Income and Statement of Financial Position)</i>
<b>Statement of financial position</b>			
<b>Plant and Equipment</b> Reduction in ICT asset values as useful life updated to end on 30 June 2024, due to the transition to Treasury ICT support services arrangement.	(346)	-71%	<i>Plant and Equipment (Statement of Financial Position and Cash Flow Statement)</i>
<b>Suppliers</b> Decreased as the timing of receipt of invoices allowed payments to be made prior to 30 June 2024.	(409)	-86%	<i>Suppliers (Statement of Financial Position)</i>
<b>Employee provisions</b> Increased due to a higher proportion of staff with higher paid salaries, Enterprise Agreement salary increases and transfer of employee leave provisions for new employees.	644	44%	<i>Employee provisions (Statement of Financial Position)</i>
<b>Cashflow statement</b>			
<b>Contributed equity</b> Departmental capital budget not fully utilised due to lower than anticipated spend on release 3 of the assessment system.	60	22%	<i>Contributed equity (Cash Flow Statement)</i>

# Reference material

*Acronyms and initialisms*

*List of requirements*

*Index*

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# Glossary of acronyms and initialisms

Acronym/ Initialism	Meaning
AASB	Australian Accounting Standards Board
ANAO	Australian National Audit Office
APS	Australian Public Service
ASL	Average Staffing Level
CGC	Commonwealth Grants Commission
CFO	Chief Financial Officer
CSS	Commonwealth Superannuation Scheme
EL	Executive Level
FOI	Freedom of Information
FOI Act	<i>Freedom of Information Act 1982</i>
FBT	Fringe Benefits Tax
ICT	Information and Communications Technology
IPS	Information Publication Scheme
KMP	Key Management Personnel
PGPA Act	<i>Public Governance, Performance and Accountability Act 2013</i>
PGPA Rule	<i>Public Governance, Performance and Accountability Rule 2014</i>
PM&C	Department of the Prime Minister and Cabinet
PSS	Public Sector Superannuation Scheme
PSSap	Public Sector Superannuation Accumulation Scheme
RAP	Reconciliation Action Plan
ROU	Right of Use
SES	Senior Executive Service
SME	Small and medium-sized enterprise
States	States and Territories

# List of requirements

PGPA Rule Reference	Description	Requirement
<b>17AD(g)</b>	<b>Letter of transmittal</b>	
17AI	A copy of the letter of transmittal signed and dated by accountable authority on date final text approved, with statement that the report has been prepared in accordance with section 46 of the Act and any enabling legislation that specifies additional requirements in relation to the annual report	Mandatory
<b>17AD(h)</b>	<b>Aids to access</b>	
17AJ(a)	Table of contents	Mandatory
17AJ(b)	Alphabetical index	Mandatory
17AJ(c)	Glossary of abbreviations and acronyms	Mandatory
17AJ(d)	List of requirements	Mandatory
17AJ(e)	Details of contact officer	Mandatory
17AJ(f)	Entity's website address	Mandatory
17AJ(g)	Electronic address of report	Mandatory
<b>17AD(a)</b>	<b>Review by accountable authority</b>	
17AD(a)	A review by the accountable authority of the entity	Mandatory
<b>17AD(b)</b>	<b>Overview of the entity</b>	
17AE(1)(a)(i)	A description of the role and functions of the entity	Mandatory
17AE(1)(a)(ii)	A description of the organisational structure of the entity	Mandatory
17AE(1)(a)(iii)	A description of the outcomes and programmes administered by the entity	Mandatory
17AE(1)(a)(iv)	A description of the purposes of the entity as included in corporate plan	Mandatory
17AE(1)(aa)(i)	Name of the accountable authority or each member of the accountable authority	Mandatory
17AE(1)(aa)(ii)	Position title of the accountable authority or each member of the accountable authority	Mandatory
17AE(1)(aa)(iii)	Period as the accountable authority or member of the accountable authority within the reporting period	Mandatory

PGPA Rule Reference	Description	Requirement
17AE(1)(b)	An outline of the structure of the portfolio of the entity	Portfolio departments – mandatory
17AE(2)	Where the outcomes and programs administered by the entity differ from any Portfolio Budget Statement, Portfolio Additional Estimates Statement or other portfolio estimates statement that was prepared for the entity for the period, include details of variation and reasons for change	If applicable, mandatory
<b>17AD(c)</b>	<b>Report on the Performance of the Entity</b>	
	<b>Annual Performance Statements</b>	
17AD(c)(i); 16F	Annual Performance Statement in accordance with paragraph 39(1)(b) of the Act and section 16F of the Rule	Mandatory
<b>17AD(c)(ii)</b>	<b>Report on Financial Performance</b>	
17AF(1)(a)	A discussion and analysis of the entity's financial performance	Mandatory
17AF(1)(b)	A table summarising the total resources and total payments of the entity	Mandatory
17AF(2)	If there may be significant changes in the financial results during or after the previous or current reporting period, information on those changes, including the cause of any operating loss of the entity, how the entity has responded to the loss and the actions that have been taken in relation to the loss, and any matter or circumstances that it can reasonably be anticipated will have a significant impact on the entity's future operation or financial results	If applicable, mandatory
<b>17AD(d)</b>	<b>Management and Accountability</b>	
	<b>Corporate Governance</b>	
17AG(2)(a)	Information on compliance with section 10 (fraud systems)	Mandatory
17AG(2)(b)(i)	A certification by accountable authority that fraud risk assessments and fraud control plans have been prepared	Mandatory
17AG(2)(b)(ii)	A certification by accountable authority that appropriate mechanisms for preventing, detecting incidents of, investigating or otherwise dealing with, and recording or reporting fraud that meet the specific needs of the entity are in place	Mandatory
17AG(2)(b)(iii)	A certification by accountable authority that all reasonable measures have been taken to deal appropriately with fraud relating to the entity	Mandatory

PGPA Rule Reference	Description	Requirement
17AG(2)(c)	An outline of structures and processes in place for the entity to implement principles and objectives of corporate governance	Mandatory
17AG(2)(d)-(e)	A statement of significant issues reported to the Minister under paragraph 19(1)(e) of the Act that relates to non-compliance with finance law and action taken to remedy non-compliance	If applicable, mandatory
<b>Audit Committee</b>		
17AG (2A)(a)	A direct electronic address of the charter determining the functions of the entity's audit committee	Mandatory
17AG (2A)(b)	The name of each member of the entity's audit committee	Mandatory
17AG (2A)(c)	The qualifications, knowledge, skills or experience of each member of the entity's audit committee	Mandatory
17AG (2A)(d)	Information about the attendance of each member of the entity's audit committee at committee meetings	Mandatory
17AG (2A)(e)	The remuneration of each member of the entity's audit committee	Mandatory
<b>External Scrutiny</b>		
17AG(3)	Information on the most significant developments in external scrutiny and the entity's response to the scrutiny	Mandatory
17AG(3)(a)	Information on judicial decisions and decisions of administrative tribunals and by the Australian Information Commissioner that may have a significant effect on the operations of the entity	If applicable, mandatory
17AG(3)(b)	Information on any reports on operations of the entity by the Auditor-General (other than report under section 43 of the Act), a Parliamentary Committee, or the Commonwealth Ombudsman	If applicable, mandatory
17AG(3)(c)	Information on any capability reviews on the entity that were released during the period	If applicable, mandatory
<b>Management of Human Resources</b>		
17AG(4)(a)	An assessment of the entity's effectiveness in managing and developing employees to achieve entity objectives	Mandatory
17AG(4)(aa)	Statistics on the entity's employees on an ongoing and non-ongoing basis, including the following: <ul style="list-style-type: none"> <li>(i) statistics on full-time employees</li> <li>(ii) statistics on part-time employees</li> <li>(iii) statistics on gender</li> <li>(iv) statistics on staff location</li> </ul>	Mandatory



PGPA Rule Reference	Description	Requirement
17AG(4)(b)	Statistics on the entity's APS employees on an ongoing and non-ongoing basis, including the following: (i) statistics on staffing classification level (ii) statistics on full-time employees (iii) statistics on part-time employees (iv) statistics on gender (v) statistics on staff location (vi) statistics on employees who identify as First Nations	Mandatory
17AG(4)(c)	Information on any enterprise agreements, individual flexibility arrangements, Australian workplace agreements, common law contracts and determinations under subsection 24(1) of the <i>Public Service Act 1999</i>	Mandatory
17AG(4)(c)(i)	Information on the number of SES and non-SES employees covered by agreements, etc., identified in paragraph 17AG(4)(c)	Mandatory
17AG(4)(c)(ii)	The salary ranges available for APS employees by classification level	Mandatory
17AG(4)(c)(iii)	A description of non-salary benefits provided to employees	Mandatory
17AG(4)(d)(i)	Information on the number of employees at each classification level who received performance pay	If applicable, mandatory
17AG(4)(d)(ii)	Information on aggregate amounts of performance pay at each classification level	If applicable, mandatory
17AG(4)(d)(iii)	Information on the average amount of performance payment, and range of such payments, at each classification level	If applicable, mandatory
17AG(4)(d)(iv)	Information on aggregate amount of performance payments	If applicable, mandatory
<b>Assets Management</b>		
17AG(5)	An assessment of effectiveness of assets management where asset management is a significant part of the entity's activities	If applicable, mandatory
<b>Purchasing</b>		
17AG(6)	An assessment of entity performance against the <i>Commonwealth Procurement Rules</i>	Mandatory
<b>Reportable consultancy contracts</b>		
17AG(7)(a)	A summary statement detailing the number of new reportable consultancy contracts entered into during the period, the total actual expenditure on all such contracts (inclusive of GST), the number of ongoing reportable consultancy contracts that were entered	Mandatory

PGPA Rule Reference	Description	Requirement
	into during a previous reporting period, and the total actual expenditure in the reporting period on those ongoing contracts (inclusive of GST)	
17AG(7)(b)	A statement that <i>“During [reporting period], [specified number] new reportable consultancy contracts were entered into involving total actual expenditure of \$[specified million]. In addition, [specified number] ongoing reportable consultancy contracts were active during the period, involving total actual expenditure of \$[specified million].”</i>	Mandatory
17AG(7)(c)	A summary of the policies and procedures for selecting and engaging consultants and the main categories of purposes for which consultants were selected and engaged	Mandatory
17AG(7)(d)	A statement that <i>“Annual reports contain information about actual expenditure on reportable consultancy contracts. Information on the value of reportable consultancy contracts is available on the AusTender website.”</i>	Mandatory
<b>Reportable non-consultancy contracts</b>		
17AG(7A)(a)	A summary statement detailing the number of new reportable non-consultancy contracts entered into during the period, the total actual expenditure on such contracts (inclusive of GST), the number of ongoing reportable non-consultancy contracts that were entered into during a previous reporting period, and the total actual expenditure in the reporting period on those ongoing contracts (inclusive of GST)	Mandatory
17AG(7A)(b)	A statement that <i>“Annual reports contain information about actual expenditure on reportable non-consultancy contracts. Information on the value of reportable non-consultancy contracts is available on the AusTender website.”</i>	Mandatory
<b>17AD(daa)</b>	<b>Additional information about organisations receiving amounts under reportable consultancy contracts or reportable non-consultancy contracts</b>	
17AGA	Additional information, in accordance with section 17AGA, about organisations receiving amounts under reportable consultancy contracts or reportable non-consultancy contracts	Mandatory
<b>Australian National Audit Office Access Clauses</b>		
17AG(8)	If an entity entered into a contract with a value of more than \$100,000 (inclusive of GST) and the contract did not provide the Auditor-General with access to the contractor’s premises, the report must include the name of the contractor, purpose and value of the contract, and the reason why a clause allowing access was not included in the contract	If applicable, mandatory

PGPA Rule Reference	Description	Requirement
<b>Exempt contracts</b>		
17AG(9)	If an entity entered into a contract or there is a standing offer with a value greater than \$10,000 (inclusive of GST) which has been exempted from being published in AusTender because it would disclose exempt matters under the FOI Act, the annual report must include a statement that the contract or standing offer has been exempted, and the value of the contract or standing offer, to the extent that doing so does not disclose the exempt matters	If applicable, mandatory
<b>Small business</b>		
17AG(10)(a)	A statement that “[Name of entity] supports small business participation in the Commonwealth Government procurement market. Small and Medium Enterprises (SME) and Small Enterprise participation statistics are available on the Department of Finance’s website.”	Mandatory
17AG(10)(b)	An outline of the ways in which the procurement practices of the entity support small and medium enterprises	Mandatory
17AG(10)(c)	If the entity is considered by the Department administered by the Finance Minister as material in nature, a statement that “[Name of entity] recognises the importance of ensuring that small businesses are paid on time. The results of the Survey of Australian Government Payments to Small Business are available on the Treasury’s website.”	If applicable, mandatory
<b>Financial Statements</b>		
17AD(e)	Inclusion of the annual financial statements in accordance with subsection 43(4) of the Act	Mandatory
<b>Executive Remuneration</b>		
17AD(da)	Information about executive remuneration in accordance with Subdivision C of Division 3A of Part 2-3 of the Rule	Mandatory
<b>17AD(f)</b>	<b>Other Mandatory Information</b>	
17AH(1)(a)(i)	If the entity conducted advertising campaigns, a statement that “During [reporting period], the [name of entity] conducted the following advertising campaigns: [name of advertising campaigns undertaken]. Further information on those advertising campaigns is available at [address of entity’s website] and in the reports on Australian Government advertising prepared by the Department of Finance. Those reports are available on the Department of Finance’s website.”	If applicable, mandatory
17AH(1)(a)(ii)	If the entity did not conduct advertising campaigns, a statement to that effect	If applicable, mandatory

PGPA Rule Reference	Description	Requirement
17AH(1)(b)	A statement that <i>“Information on grants awarded by [name of entity] during [reporting period] is available at [address of entity’s website].”</i>	If applicable, mandatory
17AH(1)(c)	Outline of mechanisms of disability reporting, including reference to website for further information	Mandatory
17AH(1)(d)	Website reference to where the entity’s Information Publication Scheme statement pursuant to Part II of FOI Act can be found	Mandatory
17AH(1)(e)	Correction of material errors in previous annual report	If applicable, mandatory
17AH(2)	Information required by other legislation	Mandatory

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