



Office of the Governor of Tasmania



Annual Report
1 July 2023—30 June 2024

Government House
Tasmania

*Available on the Office of the Governor website:
www.govhouse.tas.gov.au*



Table of Contents

Letter of Transmittal	3
Mission	4
Objectives	4
The Office of the Governor	4
Overview	4
Organisational Structure	4
Functions of the Office	5
Corporate Governance	5
Output Report	5
Output 1.1 Support of the Governor	5
Financial Performance	6
Performance Indicators for Output 1.1	6
Qualitative Assessment	6
Key Activities – Results	7
The Year in Review	8
Significant events	8
Constitutional	9
Administration in the absence of the Governor	9
Municipal Visits	9
Ceremonial	9
School and community group visits	9
Lunch on the Lawn	10
Fundraising and Impact	11
Kitchen and Hospitality Report	11
Estate Gardens Report	12
Public Access Report	17
Information and Technology Services	17
Government House website	18
Staff	18
Honorary Aides-de-Camp	18
Security	19
Human Resource Management	20
Indicators of Organisational Health	20
– Staff Turnover	20
– Staff Leave Balances	20
– Workers’ Compensation	20
Employee Agreement and Employee Award	20
Training and Development	20
Industrial Relations	20
Work Health and Safety	21
Superannuation Certificate	21
Asset Management and Risk Policies	22
Asset Management	22

Asset Management Systems	22
Acquisition and Disposal of Assets	22
Maintenance and Capital Programs	22
Risk Management	26
Government Procurement – Support for Local Business	26
Supplementary Information	26
Pricing Policy	26
Legislation Administered by the Office of the Governor	26
Right to Information	27
Public Interest Disclosures	27
Compliance Index to Disclosure Requirements	27
Auditor-General’s Report on Financial Statements	appended
Office of the Governor – Financial Statements 2023–2024	appended

OFFICE OF THE GOVERNOR
GOVERNMENT HOUSE
HOBART TAS 7000



TELEPHONE : (03) 6234 2611
EMAIL : admin@govhouse.tas.gov.au
POST : GPO BOX 1574, HOBART TAS 7001

28 October 2024

The Honourable Jeremy Rockliff MP
Premier of Tasmania
Level 11, Executive Building
15 Murray Street
Hobart TAS 7000

Dear Premier,

In accordance with the provisions of the *Financial Management Act 2016*, I submit for tabling in the Parliament the Annual Report of the Office of the Governor of Tasmania.

The Report covers the period 1 July 2023 to 30 June 2024 and outlines the achievements and business of the Office of the Governor in providing effective and accountable support to the Governor of Tasmania.

Yours sincerely,

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

David Hughes CSC
Official Secretary

MISSION

The Office of the Governor supports the Governor in the execution of her official and constitutional duties; administers the Governor's program of ceremonial and community activities; and administers the Government House Estate.

OBJECTIVES

The objectives of the Office of the Governor are to:

- provide a high standard of policy advice and administrative support to the Governor, including the organisation of her constitutional and ceremonial duties, and her program of community engagements;
- enable the efficient and effective interaction of the Office of the Governor with the Parliament, the Executive Government and the State Service;
- manage and operate Government House, its associated buildings and the Estate at a high level of maintenance and presentation.

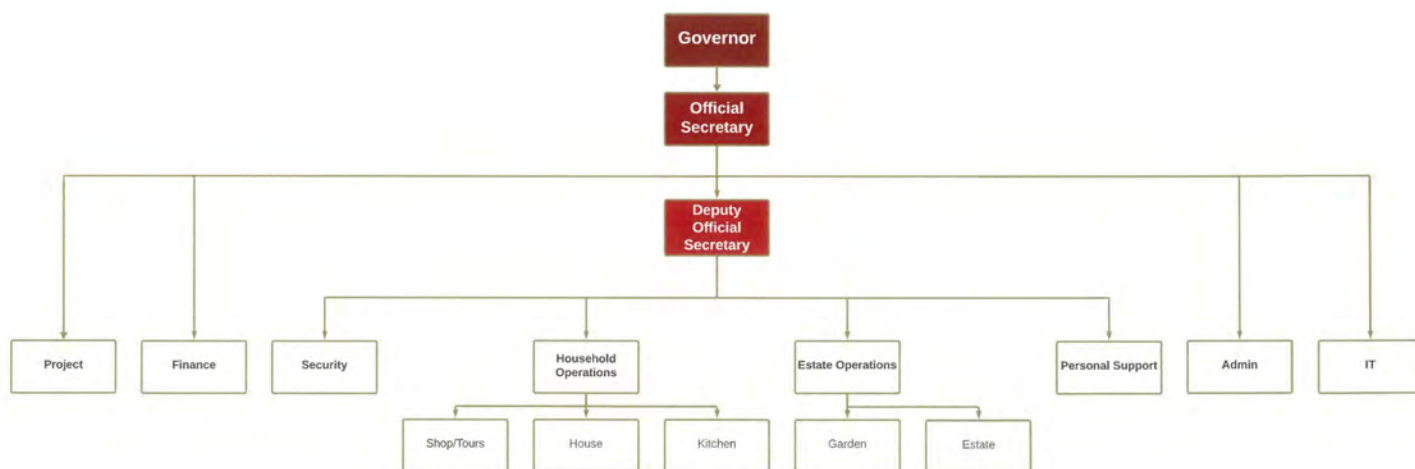
THE OFFICE OF THE GOVERNOR

Overview

In accordance with the provisions of the *Financial Management Act 2016* the Office of the Governor is classified as a Legislative Agency. The accountable authority is the Official Secretary who is appointed by the Governor-in-Council under the *Governor of Tasmania Act 1982*, to assist the Governor in the performance of her duties.

The Official Secretary appoints and employs such persons as are considered necessary for the purposes of assisting the Governor and assisting in the management, administration and maintenance of Government House.

Organisational Structure



Functions of the Office

The role of the Governor is defined by the Letters Patent constituting the office, by legislation and by constitutional conventions. The Governor's function is to protect the Constitution, secure the orderly transition of governments, facilitate the work of the Parliament and the Government, act as a non-political representative of the State and participate in the affairs of the Tasmanian community.

The Governor, on behalf of all Tasmanians, promotes Tasmania, recognises achievement, encourages worthwhile endeavour and reinforces the State's cultural identity and values. A key indicator of the Office of the Governor's close links to Tasmanian society is in the number of organisations enjoying Vice-Regal patronage – 129 during the year in review.

As a non-political and independent Agency, the core purpose of the Office of the Governor of Tasmania is to provide personal, logistic, and administrative support to the Governor to enable her to fulfill her Constitutional, Ceremonial and Community responsibilities.

The Office of the Governor of Tasmania facilitates planning and management of Her Excellency's program of events and the management and maintenance of the Government House Estate. Operations of the Office are conducted in accordance with the *Constitution Act 1934*, the *Governor of Tasmania Act 1982* and *Government House Tasmania Land Act 1964*.

In the year under review, the Office of the Governor supported Her Excellency and Professor Chalmers in carrying out all of their Vice-Regal functions; and also supported the Lieutenant Governor in carrying out his Vice-Regal functions for the two periods during which he administered the government of the State in the absence of the Governor.

Corporate Governance

The Official Secretary is responsible for managing the Office of the Governor in a way that promotes the proper use of State resources. These responsibilities and the key elements of the administrative framework for the Official Secretary as the accountable authority are specified in the *Financial Management Act 2016*. The Official Secretary is responsible for establishing strategic priorities, allocating resources, and monitoring and reporting on team and individual performances. The Official Secretary convenes staff meetings and liaises with various State sector representatives. The Official Secretary monitors the implementation of employment policies and practices.

OUTPUT REPORT

Output 1.1 – Support of the Governor

The objectives of this Output Group are to support the Governor in carrying out her constitutional role in the operation of the Parliament and the Executive Government and her official role in the affairs of the Tasmanian community, and to preserve the Government House Estate.

The Output Group consists of the single Output entitled 'Support of the Governor', which has as its first objective the efficient and effective intercourse between the Office and the Parliament, the Executive Government, the State Service, the Honours Secretariat, the Commonwealth Government, Buckingham Palace, and the Tasmanian community. Secondly, it

entails the preservation and enhancement of the Government House Estate. Thirdly, it has the objective of cooperating closely with all arms of government and the community to promote the State of Tasmania to a wide range of interstate and international guests and other visitors to the State. The services provided under this Output Group are delivered by the Governor, her spouse, her support staff and the facilities of the Government House Estate.

Financial Performance

The total resourcing for Output 1 is set out in the table below. The Office budgeted for Output appropriations of \$5,719,000 for recurrent services.

Consolidated Fund	2023–2024 Budget \$'000	2023–2024 Actual \$'000	Variation \$'000
Recurrent Services (Appropriation)	5,719	5,994	275

Performance Indicators for Output 1.1

Output 1.1 Support of the Governor	<p><i>Quality:</i> Satisfaction of the Governor and the organisations and individuals with whom the Office deals; Meeting of heritage standards in the conservation and capital improvement of the Government House Estate;</p> <p><i>Quantity:</i> Management of the Governor's and Lieutenant Governor's (when administering) participation in 501 official events at Government House and throughout Tasmania; Maintenance of 15 hectares of grounds including 4.5 hectares of ornamental gardens, substantial vegetable and picking gardens and orchard and Vineyard; Estate management, conservation and maintenance of Government House and seven cottages and ten service outbuildings.</p>
--	--

Qualitative Assessment

The key outcomes for Output 1.1 are that:

- all constitutional, statutory and representational activities are supported and meet the expectations of the Governor;
- household operations, including official hospitality, are conducted to the Governor's satisfaction and in a manner that reflects the nature and status of the Office;
- arrangements for Vice-Regal participation in external events are coordinated to the satisfaction of the Governor and in a manner that reflects the nature and status of the Office.

Personal and administrative staff supporting Output 1.1 assist the Governor with her representational activities, including the planning and organisation of events; relations with Government, the Parliament, the Executive Government, the State Service, the media, community groups and individuals; security and transport; assistance in the preparation of messages, speeches and correspondence. Advice is also provided on policy, precedent and practice.

Household operations and catering staff supporting the Output provide a high standard of catering services for official functions and a high standard of maintenance of Government House.

Staff supporting the Output in the management of the Estate maintain the grounds and buildings and other assets of the Government House Estate to a high standard.

The evaluation of performance is assisted by regular assessment and comments by the Governor, guests at official functions, members of the public, Government, government bodies and community organisations involved with official events. The nature of these comments is consistently positive.

Details of key activities undertaken in 2023–2024

Key Results	Number	
	2023–2024	2022–2023
Executive Council meetings presided over ¹	16	25
Acts receiving Royal Assent	35	30
Receptions held at Government House	51	59
Ambassadors and High Commissioners hosted at Government House	9	4
Official dinners and luncheons	18	9
School visits to Government House	32	16
Visits to Government House by community groups, including service clubs, special interest groups, and charitable organisations	58	69
Proclamation; Swearings-In, Investitures, presentation ceremonies	25	23
Forums, lectures, launches, fundraising, musical events	15	25
Official callers received by the Governor and Lieutenant Governor ²	153	111
External events attended by the Governor and Lieutenant Governor ¹	171	213
Speeches delivered by the Governor and Lieutenant Governor ²	182	213
Visitors on Open Day (biennial event, not held in 2023–2024)	0	4,500
Monthly tours	80	86
Total number of guests/visitors³	12,072	15,988

¹ Executive Council meetings were reduced due to the impact of the State Election

² when administering

³ this represents a return above pre-COVID visitors, and approximately a 20% year-on-year increase from 2021–2022, 2022–2023 and 2023–2024

THE YEAR IN REVIEW

Significant events

In August 2023, Her Excellency the Governor received the Honourable Marcia Neave AO, President and Commissioner, Professor Leah Bromfield, Commissioner, and the Honourable Robert Benjamin AM SC, Commissioner, who presented the final report in relation to the Commission of Inquiry into the Tasmanian Government's Responses to Child Sexual Abuse in Institutional Settings.

In September 2023, the Governor and Professor Chalmers hosted a dinner for Local Government representatives.

In February 2024, at the request of the Premier of Tasmania, the Honourable Jeremy Rockliff MP, the Governor signed Proclamations to prorogue the Parliament of Tasmania and dissolve the House of Assembly. Her Excellency then requested the Tasmanian Electoral Commissioner to prepare Writs to enable a general election to be held on Saturday 23 March 2024.

In March 2024, Her Excellency hosted an inaugural fundraising luncheon to mark International Women's Day.

In April 2024, the Premier advised Her Excellency that, following the elections for the House of Assembly, he was able to form a new government. Her Excellency then commissioned and swore to office the Premier of Tasmania and new Ministry.

In April 2024, Her Excellency appointed and swore to office Mr Michael Daly as Associate Judge of the Supreme Court of Tasmania.

In May 2024, the Governor presided at the Ceremonial Opening of the 51st Parliament of Tasmania.

Retirement of Official Secretary, David Owen

After an extended period of service to the Office of the Governor of Tasmania, Official Secretary David Owen retired on 27 March 2024, bringing to a close a fifteen-year association with the Office.

David was appointed as Deputy Official Secretary in 2009 and in that role worked predominantly as a researcher and speechwriter. He was appointed as Official Secretary in 2012 and remained in that role until his retirement.

During this time, he served three Governors: the Honourable Peter Underwood AC, Professor the Honourable Kate Warner AC, and Her Excellency the Honourable Barbara Baker AC.

As Official Secretary, David championed a number of significant projects. Changes to the *Government House Tasmania Land Act 1964* have meant that a modest income from the Estate has been able to be utilised to offset the maintenance costs of some of the buildings, thus reducing reliance on the Treasury allocation. The Estate vineyard continues to pay dividends and has allowed the use of wines produced from Estate grapes to be served at receptions and dinners, minimising costs and enhancing sustainability of operations.



David's knowledge and keen intellect resulted in the first formal history of Government House Tasmania, co-authored with then Governor Professor the Honourable Kate Warner AC. The two-volume set, *Government House Tasmania: A Remarkable Story*, was published in late 2020 and has sold more than 500 copies in its first printing.

Outside of the Office, David continued his work as an author and supporter of arts and literature in Tasmania. He has conducted workshops for writers and participated in book launches.

Following David's retirement, David Hughes CSC and Paula Chatwood took up the Statutory Appointments of Official Secretary and Deputy Official Secretary, respectively.

Constitutional

The Governor's primary role is to safeguard the Tasmanian Constitution and Tasmania's democratic parliamentary system of government. The *Constitution Act 1934*, s10 provides that, 'The Governor and the Legislative Council and House of Assembly shall together constitute the Parliament of Tasmania'. It is the duty of the Governor to sign all the Bills that have been passed by the two Houses of Parliament in order to make them part of the law of Tasmania. During 2023–2024, the Governor and Lieutenant Governor (when administering) gave the Royal Assent to 35 Bills presented by the President of the Legislative Council of Tasmania or the Speaker of the House of Assembly of Tasmania (Consolidated Fund Appropriation Bills).

In addition, the Governor exercises executive power, but (with rare exceptions) only on the advice of Ministers who are responsible to the Parliament. That advice is generally conveyed through the Executive Council. The Governor presides at regular meetings of the Council, giving the constitutionally required approval to give legal effect to many Government decisions. During 2023–2024, the Governor and Lieutenant Governor (when administering) presided over 16 meetings of the Executive Council.

Administration in the absence of the Governor

The Lieutenant Governor of Tasmania, the Honourable Alan Blow AO, administered the government of the State from 3 November 2023 to 8 November 2023; and from 24 December 2023 to 23 January 2024.

Municipal Visits

In the year under review, the Governor and Professor Chalmers undertook official visits to the City of Devonport and the municipalities of Sorell, Meander Valley, Southern Midlands, George Town and West Tamar.

Ceremonial

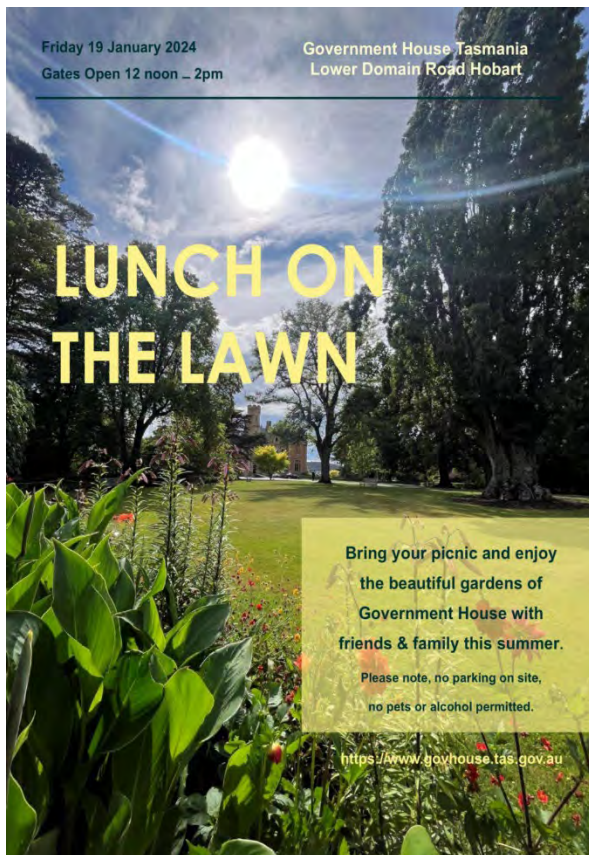
The Governor and the Lieutenant Governor (when administering) officiated at a variety of ceremonial events at Government House. In the year under review, there were a total of 25 investitures and presentations.

School and community group visits

As part of Her Excellency's Community Engagement program, there has been a doubling in the numbers of school visits to Government House. Visits incorporate an educational component, aligned with the years 5/6 Civics curriculum, to provide students with a better understanding of the role of the Governor in our Parliamentary Democracy.

Lunch on the Lawn

Her Excellency has a key strategic output of opening the Government House Estate to a larger number and more diverse range of Tasmanians. Since December 2023, the lawns have been opened to the public on a monthly basis between spring and autumn for a bring-your-own picnic.



Fundraising and Impact

During the year under review, Her Excellency hosted Patron's fundraising events in support of the Royal Society of Tasmania Art Collection, the Tasmanian Museum and Art Gallery Foundation, and Friends of the Tasmanian Museum and Art Gallery.

Her Excellency also hosted an International Women's Day fundraising luncheon on 8 March 2024. The Women's Legal Service Tasmania was delighted to receive the proceeds of this inaugural fundraising event which raised nearly \$10,000 in donations for the organisation. The event celebrated the achievements of a number of women from across the Tasmanian community and included a panel discussion featuring Adjunct Professor Gillian Biscoe AM, Aunty Emma Lee, Tasmanian singer-songwriter, Monique Brumby, and Government House Executive Chef and Community Engagement Facilitator, Ainstie Wagner. The panel discussion was facilitated by Judy Tierney OAM.

The funds donated from this event directly enabled the Women's Legal Service's North-East Outreach Program solicitor to significantly increase her service to a range of small communities. This invaluable service has been able to offer face-to-face legal services, support and social supports throughout the north-east of the State, including to the communities of George Town, St Helens, Fingal, St Marys and Scottsdale.

The Women's Legal Service Tasmania advises that the North-East Outreach Program strives to connect with communities in place-based settings, where women feel more comfortable. The funds have allowed their solicitor to have more time to spend with her clients, fostering a more trauma-informed approach, and helping more women to access justice in the north-east of Tasmania by supplementing the Outreach Program budget. This program otherwise has limited capacity to support the costs for travel and the related incidentals for this service. Without these donated funds, the solicitor would be limited in the extent of her provision of outreach and legal services to vulnerable women from these communities.

Kitchen and Hospitality Report

The Kitchen at Government House continues to support Her Excellency's busy program of events, with exceptional quality and a commitment to sustainable practices and supporting local producers, small businesses, and the community wherever possible.

The Governor offers accommodation and hospitality for a number of Ambassadors or High Commissioners who make an official visit to Tasmania each year, during which a formal dinner is hosted at Government House in honour of the visiting dignitary. These dinners are an opportunity to showcase Tasmanian produce from our local producers along with fresh produce from our own Government House gardens. The wines served at these dinners and at all early evening reception events are produced from the grapes which are grown in the Government House Vineyard.

In the year under review, the Government House Kitchen continued to support the Tasmanian community with the provision of food donations. In August 2023, we once again supported Homelessness Week by preparing 1,500 ready-made, healthy meals that were donated to the Salvation Army Tasmania and the Hobart City Mission. These meals were distributed across the community to where they were most needed. The Kitchen team continued their support this year to the Hobart Women's Shelter and the Sexual Assault Support Service by supplying premade meals every fortnight. Working together with the Government House Garden team, over 545 boxes of fresh produce were donated to Loaves and Fishes Tasmania in support of the

School Food Matters program. The Government House Kitchen also supported the youth of Tasmania through our unique Kitchen and Garden learning and educational experiences for school children. These experiences are delivered in conjunction with the Estate Garden Manager and Government House Garden team. This year, 200 students participated in the program, learning how food is grown, how to prepare and cook with fresh food, and how an industrial kitchen works.



Estate Gardens Report

The Government House Estate Gardens remain one of the highest profile and well maintained gardens in Tasmania due to the skilled dedication of our garden team. Ever increasing is our understanding and need to make decisions that ensure the future health of the gardens while preserving cultural history. Over the past year we have committed to improving plant and soil health and garden infrastructure.

The Government House garden team hosted a diverse range of community groups, offering tailored educational tours and experiences. The team produced large quantities of fruit, herbs, vegetables and cut flowers that benefited not only the operations of Government House but also the Tasmanian community more broadly. Staff participated in industry training, implementing new techniques and standards into their maintenance of the grounds and assisted in the promotion of the Estate gardens through social media and local radio.

Mature tree maintenance was carried out as recommended in the 2019–2028 Government House Treescape Management Plan. This work predominantly included dead limb and weight removal and was carried out to promote improved tree health and to address public safety.





In August 2023, the Estate Gardens Manager participated in the Fearless Festival which was held in Devonport. This is a careers expo that showcases non-traditional industries for women and was attended by hundreds of Tasmanian secondary students.

In August 2023, the Government House Community Vegetable Garden was officially launched. This is a joint initiative with Eat Well Tasmania and Loaves and Fishes Tasmania. Land was chosen in the vineyard paddock to produce seasonal fruit and vegetables which are distributed to schools participating the School Food Matters program.





We have been able to broaden the scope of the Community Garden this year to include educational experiences for local students. The students spend time in the vegetable garden touring, harvesting and participating in seasonal maintenance activities.





The Government House Vineyard continues to produce good yields, the 2024 Riesling, Cabernet Sauvignon and Merlot harvests were very similar to previous years' weights. We continue to provide premium Estate grown wine for use at in-house events and as gifts for visiting dignitaries.

Government House Tasmania gin and the Riesling and Cabernet Merlot wines are also sold in the Government House Tasmania Gift Shop. Purchases may also be made online via the Government House Tasmania website.

Specialised public garden tours including Significant Trees, Garden Produce and Ornamental Garden Tours continued this financial year. Garden staff also provided private tours for community organisations, Probus clubs, garden clubs, horticultural societies, and school age students.



The 2023 Winter Series of Horticultural Speakers program continued in the Government House Ballroom during July and August 2023. The 2024 Winter Series commenced in June 2024. This initiative is a successful addition to the Government House Tasmania event calendar, allowing the Office of the Governor to continue to engage with the gardening community during the winter months when traditionally garden tours are not held.



The Office of the Governor also supported TAFE horticulture students with Estate gardeners sharing their knowledge and horticultural skills with practical onsite training. Government House also hosted secondary students participating in horticultural work experience.



Public Access Report

In recent years, successive Governors have supported further opportunities for members of the public to be able to enjoy access to the Government House Estate.

Monthly Tours – State Rooms; Behind the Scenes; Ornamental Gardens; Garden Produce; Significant Trees; and Winter Series of Horticultural Lectures

These are tours for which patrons book online and are conducted by staff and volunteers. They have been consistently popular.

The Winter Series of Horticultural Lectures, featuring guest speakers in the Ballroom, once again attracted strong attendances.

In the year under review, more than 1,000 people attended at least one of the 111 scheduled tours or lectures.

Hire of Tennis Courts and Croquet/Bowls Lawn

The Government House tennis courts and the croquet/bowls lawn are able to be hired by members of the public for use during the weekends over the spring/summer season. In the year under review, a total of 94 bookings were made by people to enjoy these facilities.

Government House Gift Shop

The Government House Gift Shop operates at the conclusion of all tours and lectures and at selected Government House events. The shop is stocked with items which have a direct connection to Government House, including wine and gin that has been produced using grapes and botanicals from the Government House Estate Vineyard and gardens. There is also an extensive selection of jams, preserves and other pantry goods which have been produced by the Government House Kitchen, as well as books and stationery.

Visitors and guests are welcome to make an appointment to visit the Government House Gift Shop during business hours. Purchases may also be made online via the Government House Tasmania website.

Revenue from the tours, lecture program and Gift Shop is directed towards the heritage maintenance and preservation of the Government House Estate.

Information and Technology Services

During the year under review, there have been a number of strategies and initiatives undertaken by the Information and Technology services (ITS) team to establish the IT roadmap for Government House Tasmania.

IT Fleet Management and Tech Refresh Strategy

The Tech Refresh Strategy has been developed to address the ageing hardware fleet at Government House with a comprehensive action plan. The Fleet Management plan outlines the direction for the next five years, aiming to standardise and unify all workstations within the Office of the Governor. The Tech Refresh Strategy also considers the needs of a mobile workforce and aims to simplify IT support through hardware continuity.

Forward Programme

A significant amount of analysis was undertaken to look for an alternative to an antiquated event diary system for the House. A suitable, scalable solution has been designed and implemented by the ITS team and has provided functionality with mobility, which was much needed. In addition, the solution has allowed for real-time reporting from statistical data sets which are now captured.

Digital Transformation Project

The Digital Transformation project aims to review the current administrative processes associated with managing the Governor's program of ceremonial and community activities. This initiative seeks to identify inefficiencies and enhance them through new workflows and integrated automation solutions. Upon completing the analysis and making recommendations, the introduction of a document management system is expected to bring significant changes. This system will streamline administration and simplify record retention, providing greater efficiency and ease.

The Government House Website

The Government House Tasmania website provides information on all aspects of the operation of the Office, ranging from the functions of the Governor, biographical information, a pictorial diary of Vice-Regal engagements and access to the texts of speeches, through to advice regarding protocol, the history of the House and a guide to the House and gardens.

The website is a valuable tool for increasing awareness of the role and activities of the Office. The website also enables invited guests and members of the public to reserve their online tickets to attend the many events hosted at Government House, including morning and afternoon teas, lectures, receptions, award presentations and tours.

Staff

Current Staff positions: Official Secretary; Deputy Official Secretary; Aide-de-Camp; Executive Chef and Community Engagement Facilitator; Executive Butler; Estate Gardens Manager (part-time); Building, Assets and Heritage Manager; Chief Finance Officer; Accountant (part-time); Senior Information Technology Officer; Public Access Manager (part-time); Senior Executive Officer; Executive Officer (part-time); Administration Officer (part-time); Chefs (1 full-time, 2 part-time); Kitchen Hand (part-time); Household Attendants (3 full-time, 3 part-time); Florist (1 part-time); Gardeners (3 full-time, 3 part-time); Apprentice Gardener; Maintenance Assistant (part-time).

Honorary Aides-de-Camp

The Office of the Governor benefits from outstanding service provided in a variety of roles to Her Excellency by her Honorary Aides-de-Camp. Honorary ADCs are drawn from the Royal Australian Navy, Australian Army, the Royal Australian Air Force and Tasmania Police. Honorary ADCs provide, at no charge to the Office of Governor, assistance at all major functions at Government House and they attend the Governor at numerous external events, particularly during weekends. In their work, they exemplify the high standards, knowledge and attention to detail that Tasmanians and visitors to Tasmania appreciate in the Office of the Governor.

Honorary ADCs during the period under review: Lieutenant Commander Tim Lyons RANR ADC, Lieutenant Carolyn Docking RANR ADC, Captain Tom Calderwood ADC, Captain Justin Fountain ADC, Squadron Leader David North ADC, Inspector Grant Twining ADC, Inspector Glen Woolley APM OAM ADC, Inspector Kathy Bennett ADC, and Inspector Troy Morrisby ADC.

Security

Government House is well serviced through appropriately trained Security Guards.

Control System Upgrade

The Security Access Control hardware and software required a significant upgrade. These updates were implemented to equip the Security team with the most up-to-date version of the software, offering advanced features such as stronger encryption and improved user management capabilities. New hardware was also provided to support the update, featuring a new operating system that delivers critical bug fixes and optimisations, ensuring smoother and more reliable operation.

Mobile Access Control

With the upgrade to the new Access Control system, mobile access control was made available to Security Staff via a mobile application. This application has been installed and configured, allowing Security Staff to have visibility and control over door and gate access from any part of the Estate.

Security Roster

A new rotating roster has been implemented to equitably share the distribution of weekend and night shifts among Security team members. A short shift (3 or 4 hours) has also been introduced to assist with additional staffing, when required, at peak times.

HUMAN RESOURCE MANAGEMENT

Indicators of Organisational Health

Staff Turnover	2023–2024	2022–2023	2021–2022
Separations	3	2	3
Commencements	4	2	5
FTE at 30 June*	27.39	27.31	26.02

*This does not include casual or externally contracted staff

Staff Leave Balances	2023–2024	2022–2023	2021–2022
Recreation and Long Service Leave			
Current entitlements – all employees (days)	1,590	1,586	1,528
Average number of LSL days per FTE*	37	36	34
Average number of annual recreation leave days per FTE	20	21	19
Sick Leave			
Average sick leave taken per FTE (days)	9.5	8.7	5.8
Total sick leave taken (days)	260.73	237.10	151.60

*Including pro rata leave

Workers' Compensation	2023–2024	2022–2023	2021–2022
Cases at 1 July	0	0	0
New cases for F/Y	2	0	0
Completed cases at 30 June	0	0	1
Total cases at 30 June	2	0	0
Working days lost F/Y	7	0	0

Employee Agreement and Employee Award

The conditions of service of all staff employed by the Official Secretary are determined by the *Governor of Tasmania Act 1982*, *Governor of Tasmania Employee Agreement 2022* and the *Governor of Tasmania Employee Award*.

Training and Development

Staff training is encouraged and funded where relevant to staff work and professional development.

Staff Development and Training	2023–2024	2022–2023	2021–2022
Number of individual staff who received formal training	15	8	14
Expenditure on training	\$13,312	\$4,439	\$3,484

Industrial Relations

To promote an equitable and harmonious working environment, employees are encouraged to raise issues and concerns with their supervisors or the Official Secretary. Should the internal grievance-resolution system be unsuccessful in resolving a grievance or dispute, employees are able to have disputes reviewed by the Tasmanian Industrial Commission.

Work Health and Safety

The practices of the Office of the Governor are in accordance with the *Workers Rehabilitation and Compensation Act 1988*.

The Office regularly reviews its Injury Management Program to ensure that it remains consistent with legislative requirements. The most recent review took place in the first half of 2023.

Superannuation Certificate

I, David Hughes, Official Secretary, Office of the Governor, hereby certify that the Office of the Governor has met its obligations under the Australian Government *Superannuation Guarantee (Administration) Act 1992* and the Tasmanian *Public Sector Superannuation Reform Act 2016* in respect of employees who contribute to complying superannuation funds.

The Office of the Governor only makes employer superannuation contributions to complying superannuation funds (other than those established under the provisions of the *Public Sector Superannuation Reform Act 2016*).

A handwritten signature in black ink, appearing to read 'D. Hughes', with a long horizontal stroke extending to the right.

David Hughes CSC
Official Secretary

30 June 2024

ASSET MANAGEMENT AND RISK POLICIES

Asset Management

The financial statements for 2023–2024 are reported on a cash and accrual basis, and they contain full details of the Office of the Governor’s asset-management policies as notes to the statements. The assets of the Office of the Governor have been valued in accordance with the Office’s accounting policies and procedures, and these values are disclosed in the statements, together with appropriate notes on valuation methods.

The Office of the Governor maintains a register of assets with a value of \$10,000 or more. In addition, other factors such as attractiveness and portability are considered when determining whether an asset should be recorded in the Office of the Governor’s asset register.

The major assets of the Office of the Governor are the buildings on the Estate, including Government House and its outbuildings, and the colonial and imported antique furniture in the main building. These assets are classified as items of exceptional heritage significance. A complete valuation of the buildings and land was made as at 30 June 2020.

A full valuation of *objets d’art* and other heritage assets was completed in June 2020. A full valuation of heritage furniture was completed in June 2020.

Asset Management Systems

The Office of the Governor maintains a computerised database of assets, with regular updates to record acquisitions, transfers and disposals.

Acquisition and Disposal of Assets

The acquisition and disposal of assets is undertaken in accordance with the requirements of the *Financial Management Act 2016*.

Maintenance and Capital Programs

Building Asset Management at Government House includes the Main House, ‘Rossbank’, four conjoined Cottages, Bay Tree Cottage, two separate houses, stables, garages, workshop and several other outbuildings. Each of these buildings requires a different maintenance schedule. Some areas are inspected daily, other areas are inspected, or have safety checks done, monthly or annually. The main areas for scheduled maintenance at Government House are:

- Fire detection and suppression systems
- Security systems
- Dumb Waiter
- Chandelier winches
- Fridges/freezers
- Grease traps
- Electrical appliance Test and Tag
- Pest control

Scheduled weekly/monthly maintenance of all structures and safety systems at Government House was carried out by contractors and Government House staff successfully in the past financial year.

The main building works conducted this year were the replacement and reinstatement of two sets of external stairs at 'Rossbank'. These works have been approved by Heritage Tasmania and the Hobart City Council and were constructed by Paradigm Builders.

Minor sandstone repairs were undertaken to the South Terrace stairs after the removal of two trees that were causing damage. A lime tree which was damaging stone fencing close to the main building was also removed.

Planning work for the replacement of all the lead and slate roofs on the main building was started in the past financial year. This involved seeking advice from specialist consultants, obtaining multiple quotes on aspects of the project, and seeking Heritage and regulatory approval. A business case for this proposed work was submitted by Government House to Treasury in January 2024.

The following list is some of the minor works undertaken in the 2023–24 financial year:

Electrical works

- New LED lighting to DOS office, Shop/PAM office, CFO office, staff tearoom, western end of barn and male toilet
- New LED flood lights to exterior of Conservatory

Fire Systems

- Smoke detectors installed to Dukes, Franklin and Arthur bedrooms

Painting works

- Main stairs and foyer – walls
- Basement walls and ceilings to – server room, DOS office, PAM office, CFO office, ironing room and female change room
- Governor's Study – walls and ceiling
- Royal Suite – ceiling repaired and repainted
- Weatherboards and windows to Cottages 1 – 3 and weatherboards by Kitchen entry

Building works

- Hot house installed in Community Garden
- 'Rossbank' external timber stairs
- New flooring and shelving to Basement server/archive room
- Royal Suite – fixed loose floorboards in whole room
- New floating floor and shelves to western end of barn

Plumbing works

- Sewer pits x three, re-trenched
- Tempering valves fitted to seven hot water cylinders in the House and one in Bay Tree Cottage

Cottages

- New blinds to kitchen and dining room, new sheer curtains to bedroom of Cottage 4
- New LED lights to kitchen and dining room of Cottage 3
- New oven fitted to 'Rossbank'
- New cladding to east wall of carport at Cottage 8
- New rangehood to Cottage 1
- New dishwasher to Cottage 3
- Replaced cracked concrete with pavers to Cottage 2

Equipment

- New 6-volt batteries fitted to the electric buggy
- New two-door fridge to Bar Room
- Three portable dehumidifiers installed in wine cellar, server room and coal store



Barn storage: before, during, after.



‘Rossbank’: failing stairs and deck before being removed.



‘Rossbank’: new stairs constructed in 2023–24.



The new LeasePlan vehicle has greatly improved working around the Estate.

Risk Management

The Office of the Governor recognises the importance of a robust risk management framework. The Office of the Governor is currently updating its Risk Management Plan, and with the establishment of a Risk Management Working Group is working to update and centralise all risk documentation and procedures.

Government Procurement

Support for Local Business: The Office of the Governor ensures that Tasmanian businesses are given every opportunity to compete for the provision of goods and services to the Office. It is the Office of the Governor's policy to support Tasmanian businesses whenever they offer best value for money.

SUPPLEMENTARY INFORMATION

Pricing Policy

In accordance with the provisions of the *Government House Land Act 1964* as amended by the *Government House Land Amendment Act 2017*, the Office of the Governor undertakes activities to raise revenue to be applied for the maintenance and preservation of the site and the residence.

The Office has adopted two pricing strategies. The community access strategy is used for goods and services unique to Government House that are specifically provided to enable the community to learn more about Government House Tasmania and the role of the Governor. The premium pricing strategy is used for all other goods and services that are not unique to Government House, but their association with Government House provides a unique selling point. This strategy was adopted to maximise proceeds raised for heritage maintenance in relation to the resources available for creating sales, and to avoid undesirable competition with local businesses.

Legislation Administered by the Office of the Governor

There are no statutes administered by the Office of the Governor.

Right to Information

The Governor of Tasmania is excluded from the provisions of the *Right to Information Act 2009* by s.6 of the Act unless information relates to the Office's administration. The Office of the Governor is committed to ensuring that, where appropriate, its administrative information is available to the public, generally through its annual reporting process and the provision of information on its website.

There were no requests in 2023–2024.

Public Interest Disclosures

For the purposes of the *Public Interest Disclosures Act 2002*, the Office of the Governor is a public body. During the reporting period, the Office adopted the Model Procedures for public interest disclosure as prepared by the Ombudsman, available from the office on request.

The number and types of disclosures made to the Office of the Governor	0
The number of disclosures determined to be public interest disclosures	0
The number of disclosures investigated	0
The number and types of disclosed matters referred to the Office of the Governor by the Ombudsman	0
The number and types of disclosed matters referred by the Office of the Governor to the Ombudsman to investigate	0
The number and types of investigations of disclosed matters taken over by the Ombudsman from the Office of the Governor	0
The number and types of disclosed matters that the Office of the Governor has decided not to investigate	0
The number and types of disclosed matters that were substantiated on investigation and the action taken on completion of the investigation	0
Any recommendations under the Act made by the Ombudsman that relate to the Office of the Governor	0

COMPLIANCE INDEX TO DISCLOSURE REQUIREMENTS

The compliance index below details the statutory disclosure requirements applicable to the Office of the Governor, a description of the reporting requirements and a page reference for the location within the Annual Report where the requirement is satisfied.

Compliance Index Table

Reference	Description	Location
FMA s.42	<i>Financial Management Act 2016</i> – financial statements, audit report and certification.	appended
PSSRA s.55	<i>Public Sector Superannuation Reform Act 2016</i> – certification that the Office has met its obligations under the <i>Superannuation Guarantee (Administration) Act 1992</i> .	Page 21
RTIA s.23 and s.53	<i>Right to Information Act 2009</i> and the way in which people can exercise their rights under it and the number of applications made.	Page 27
PIDA s.86	<i>Public Interest Disclosures Act 2002</i> and statistics required to be provided in the Annual Report relating to disclosures.	Page 27

Independent Auditor's Report
To the Members of Parliament
Office of the Governor
Report on the Audit of the Financial Statements

Opinion

I have audited the financial statements of the Office of the Governor (the Office), which comprises the statement of financial position as at 30 June 2024 and statements of comprehensive income, changes in equity and cash flows for the year then ended, notes to the financial statements, including a summary of significant accounting policies, other explanatory notes and the statement of certification signed by the Official Secretary.

In my opinion, the accompanying financial statements:

- (a) present fairly, in all material respects, the Office's financial position as at 30 June 2024 and its financial performance and its cash flows for the year then ended
- (b) are in accordance with the *Financial Management Act 2016* and Australian Accounting Standards.

Basis for Opinion

I conducted the audit in accordance with 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 Office in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial statements in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

The *Audit Act 2008* further promotes the independence of the Auditor-General. The Auditor-General is the auditor of all Tasmanian public sector entities and can only be removed by Parliament. The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

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

My audit is not designed to provide assurance on the accuracy and appropriateness of the budget information in the Office's financial statements.

Responsibilities of the Official Secretary for the Financial Statements

The Official Secretary is responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, and the financial reporting requirements of Section 42 (1) of the *Financial Management Act 2016*. This responsibility includes such internal control as determined necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Official Secretary is responsible for assessing the Office's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Office is to be dissolved by an Act of Parliament, or the Official Secretary intends to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are 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 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.

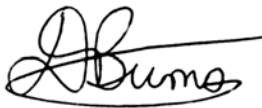
As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- 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 Office's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Official Secretary.
- Conclude on the appropriateness of the Official Secretary'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 Office'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 conclusion is based on the audit evidence obtained up to

the date of my auditor's report. However, future events or conditions may cause the Office to cease to continue as a going concern.

- 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 Official Secretary 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.

A handwritten signature in black ink, appearing to read 'D Burns', with a stylized flourish extending from the end.

Derek Burns
Director, Financial Audit Services
Delegate of the Auditor-General
Tasmanian Audit Office

30 August 2024
Hobart



OFFICE OF THE GOVERNOR

Financial Statements

For the year ended

30 June 2024

Table of Contents

Statement of Certification	2
Statement of Comprehensive Income for the year ended 30 June 2024	3
Statement of Financial Position as at 30 June 2024	4
Statement of Cash Flows for the year ended 30 June 2024	5
Statement of Changes in Equity for the year ended 30 June 2024	6
Notes to and forming part of the Financial Statements for the year ended 30 June 2024	7

TELEPHONE: (03) 6234 2611



GOVERNMENT HOUSE

GPO Box 1574

HOBART TASMANIA 7001

Statement of Certification

The accompanying Financial Statements of the Office of the Governor are in agreement with the relevant accounts and records and have been prepared in compliance with the Treasurer's Instructions issued under the provisions of the *Financial Management Act 2016* to present fairly the financial transactions for the year ended 30 June 2024 and the financial position as at the end of the year.

At the date of signing, I am not aware of any circumstances which would render the particulars included in the Financial Statements misleading or inaccurate.

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

David Hughes

Official Secretary

29 August 2024

Statement of Comprehensive Income for the year ended 30 June 2024

	Notes	2024 Budget \$'000	2024 Actual \$'000	2023 Actual \$'000
Income from continuing operations				
Revenue from Government				
Appropriation revenue – operating	4.1	5 719	5 994	5 658
Other revenue from Government	4.1	-	157	361
Sale of goods and services	4.2	210	208	185
Other revenue	4.3	-	22	24
Total revenue from continuing operations		5 929	6,381	6 228
Expenses from continuing operations				
Employee benefits	5.1	4 648	4 909	4 569
Depreciation and amortisation	0	301	470	413
Supplies and consumables	5.3	1 148	1 264	1 353
Other expenses	5.4	37	26	27
Total expenses from continuing operations		6 134	6 669	6 362
Net result from continuing operations		(205)	(288)	(134)
Other comprehensive income				
Items that will not be reclassified to net result in subsequent periods				
Changes in property plant and equipment revaluation surplus	9.1	300	2 777	4 443
Changes in infrastructure revaluation surplus	9.1	-	51	-
Total other comprehensive income		300	2 828	4 443
Comprehensive result		95	2 540	4 309

This Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Budget information refers to original estimates and has not been subject to audit.

Explanations of material variances between budget and actual outcomes are provided in Note 2 of the accompanying notes.

Statement of Financial Position as at 30 June 2024

	Notes	2024 Budget \$'000	2024 Actual \$'000	2023 Actual \$'000
Assets				
<i>Financial assets</i>				
Cash and cash equivalents	10.1	214	236	143
Receivables	6.1	10	20	5
<i>Non-financial assets</i>				
Inventories	6.2	230	273	243
Property, plant and equipment	6.3	50 629	56 980	54 666
Right-of-use assets	6.4	1	1	4
Infrastructure	6.5	-	75	25
Other assets	6.6	30	1	1
Total assets		51 114	57 586	55 087
Liabilities				
Payables	7.1	104	78	67
Lease liabilities	7.2	1	1	4
Employee benefit liabilities	7.3	698	785	834
Total liabilities		803	864	905
Net assets		50 311	56 722	54 182
Equity				
Reserves	9.1	40 169	47 136	44 308
Accumulated funds		10 142	9 586	9 874
Total equity		50 311	56 722	54 182

This Statement of Financial Position should be read in conjunction with the accompanying notes.

Budget information refers to original estimates and has not been subject to audit.

Explanations of material variances between budget and actual outcomes are provided in Note 2 of the accompanying notes.

Statement of Cash Flows for the year ended 30 June 2024

	Notes	2024 Budget \$'000	2024 Actual \$'000	2023 Actual \$'000
		Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities				
<i>Cash inflows</i>				
Appropriation receipts - operating		5 719	6 054	5 658
Sale of goods and services		210	211	184
GST receipts		60	82	141
Other cash receipts		-	119	385
Total cash inflows		5 989	6 466	6 368
<i>Cash outflows</i>				
Employee benefits		(4 640)	(4 939)	(4 441)
GST payments		(60)	(101)	(134)
Supplies and consumables		(1 147)	(1 302)	(1 375)
Other cash payments		(37)	(25)	(28)
Total cash outflows		(5 884)	(6 367)	(5 978)
Net cash from / (used by) operating activities	10.2	105	99	390
Cash flows from investing activities				
<i>Cash outflows</i>				
Payments for acquisition of non-financial assets		...	(3)	(316)
Total cash outflows		...	(3)	(316)
Net cash from / (used by) investing activities		...	(3)	(316)
Cash flows from financing activities				
<i>Cash outflows</i>				
Repayment of lease liabilities (excluding interest)		(3)	(3)	(3)
Total cash outflows		(3)	(3)	(3)
Net cash from / (used by) financing activities		(3)	(3)	(3)
Net increase / (decrease) in cash and cash equivalents held		102	93	71
Cash and cash equivalents at the beginning of the reporting period		112	143	72
Cash and cash equivalents at the end of the reporting period	10.1	214	236	143

This Statement of Cash Flows should be read in conjunction with the accompanying notes.

Budget information refers to original estimates and has not been subject to audit.

Explanations of material variances between budget and actual outcomes are provided in Note 2 of the accompanying notes.

Statement of Changes in Equity for the year ended 30 June 2024

	Reserves	Accumulated	Total
	\$'000	Funds	Equity
	\$'000	\$'000	\$'000
Balance as at 1 July 2023	44 308	9 874	54 182
Net result	-	(288)	(288)
Other comprehensive income	2 828	-	2 828
Balance as at 30 June 2024	47 136	9 586	56 722

	Reserves	Accumulated	Total
	\$'000	Funds	Equity
	\$'000	\$'000	\$'000
Balance as at 1 July 2022	39 865	10 008	49 873
Net result	-	(134)	(134)
Other comprehensive income	4 443	-	4 443
Balance as at 30 June 2023	44 308	9 874	54 182

This Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Notes to and forming part of the Financial Statements for the year ended 30 June 2024

Note 1	Office Output Schedules	9
1.1	Output Group Information	9
Note 2	Explanations of Material Variances between Budget and Actual Outcomes	9
2.1	Statement of Comprehensive Income	9
2.2	Statement of Financial Position	10
2.3	Statement of Cash Flows	10
Note 3	Underlying Net result	10
Note 4	Revenue	11
4.1	Revenue from Government.....	11
4.2	Sale of goods and services.....	12
4.3	Other revenue.....	12
Note 5	Expenses	13
5.1	Employee benefits	13
5.2	Depreciation and amortisation	15
5.3	Supplies and consumables	15
5.4	Other expenses	15
Note 6	Assets	16
6.1	Receivables.....	16
6.2	Inventories	16
6.3	Property, plant, and equipment.....	17
6.4	Right-Of-Use Assets	19
6.5	Infrastructure.....	20
6.6	Other Assets	21
Note 7	Liabilities	21
7.1	Payables	21
7.2	Lease liabilities	21
7.3	Employee benefit liabilities	22
7.4	Superannuation	23
Note 8	Commitments and Contingencies	23
8.1	Schedule of Commitments	23
8.2	Contingent Assets and Liabilities.....	24
Note 9	Reserves	25
9.1	Reserves.....	25
Note 10	Cash Flow Reconciliation	26
10.1	Cash and cash equivalents	26
10.2	Reconciliation of Net Result to Net Cash from Operating Activities.....	26
Note 11	Financial Instruments	26

11.1	Risk exposures.....	26
11.2	Categories of financial assets and liabilities.....	28
11.3	Comparison between carrying amount and net fair value of financial assets and liabilities.....	28
Note 12	Events Occurring After Balance Date	28
Note 13	Other material Accounting Policy information and Judgements	29
13.1	Objectives and Funding.....	29
13.2	Basis of Accounting	29
13.3	Reporting Entity.....	30
13.4	Functional and Presentation Currency.....	30
13.5	Foreign Currency	30
13.6	Rounding.....	30
13.7	Taxation.....	30
13.8	Goods and Services Tax	30
13.9	Changes in accounting policies.....	30

Note 1 Office Output Schedules

1.1 Output Group Information

The Office only has a single output called Office of the Governor to fulfil its Outcome Statement of ensuring that it provides support to the Governor. The summary of budgeted and actual revenues and expenses for this Output are the same as in the Statement of Comprehensive Income. Therefore, the inclusion of a separate Output Schedule is not necessary.

Explanations of material variances between budget and actual outcomes are provided in Note 2 below. A reconciliation of the net result of the Output Group to the net surplus on the Statement of Comprehensive Income is not necessary as the Office only has one output group. For the same reason there is no separate reconciliation between the total net assets deployed for the Output Group to net assets on the Statement of Financial Position.

Note 2 Explanations of Material Variances between Budget and Actual Outcomes

Budget information refers to original estimates as disclosed in the 2023-24 Budget Papers and is not subject to audit.

Variances are considered material where the variance exceeds the greater of 10 per cent of Budget estimate or \$40,000.

2.1 Statement of Comprehensive Income

	Note	Budget \$'000	Actual \$'000	Variance \$'000	Variance %
Other revenue from Government	(a)	0	157	157	100
Depreciation and amortisation	(b)	301	470	169	56
Supplies and consumables	(c)	1 148	1 264	116	10
Changes in property plant and equipment revaluation surplus	(d)	300	2 777	2 477	826
Changes in infrastructure revaluation surplus	(e)	0	51	51	100

Notes to Statement of Comprehensive Income variances

(a) Other revenue from Government was higher than budget due to Structured Infrastructure Investment Review Process funding received from the Department of Treasury and Finance for the business case phase of the Adaptive Re-use Project - \$97,000 and funds rolled over from 2023-24 under section 2 of the Financial Management Act 2016 for the December 2022 wage increase paid in November 2023 - \$60,000.

(b) Depreciation was higher than budget due to the addition of Furniture, Fittings and Equipment and as a result of the increased valuation via indexation for land and buildings.

(c) Supplies and consumables was higher than budget due to consultant and architectural fees for the preliminary stages of the Adaptive Re-use Project - \$50,000, reconstruction of the sandstone staircase at Rossbank - \$43,000, an increase in council rates above CPI - \$17,000.

(d) The revaluation of land and buildings was greater than budgeted, with indexation increases of 8.33% for land and 4.38% for buildings in 2024.

(e) The vineyard was revalued in 2023-24, with no increase in value budgeted for.

2.2 Statement of Financial Position

Budget estimates for the 2023-24 Statement of Financial Position were compiled prior to the completion of the actual outcomes for 2022-23. As a result, the actual variance from the Original Budget estimate will be impacted by the difference between estimated and actual opening balances for 2023-24. The following variance analysis therefore includes major movements between the 30 June 2023 and 30 June 2024 actual balances.

	Note	Budget \$'000	2024 Actual \$'000	2023 Actual \$'000	Budget Variance \$'000	Actual Variance \$'000
Cash and cash equivalents	(a)	214	236	143	22	93
Inventories	(b)	230	273	243	43	30
Property, plant and equipment	(c)	50 629	56 980	54 666	6 351	2 314
Infrastructure	(d)	-	75	25	75	50
Employee benefit liabilities	(e)	698	785	834	87	(49)
Reserves	(f)	40 169	47 136	44 308	6 968	2 829

Notes to Statement of Financial Position variances

(a) Cash increased from 2023 due to profits from sales of goods and services reserved for future expenditure on heritage maintenance of the Government House Estate.

(b) Variance to budget for inventories has been impacted by the variation between estimated and actual opening balances for 2022-23 (\$15,000), and the remaining variance is due to an additional supply of Government House product for sale in the gift shop.

(c) The increase in property, plant and equipment is due to the revaluation of land and buildings, with indexation increases of 8.33% for land and 4.38% for buildings in 2024.

(d) The vineyard was revalued in 2023-24, with no increase in value budgeted for.

(e) The variance to 2022-23 for employee benefits was due to an accrual in 2022-23 for a wage increase under the Governor of Tasmania Employee Award, backdated to December 2022, but not paid until the 2023-24 financial year.

(f) The increase in reserves is due to the revaluation of land and buildings, with indexation increases of 8.33% for land and 4.38% for buildings in 2024

2.3 Statement of Cash Flows

	Note	Budget \$'000	Actual \$'000	Variance \$'000	Variance %
Other cash receipts	(a)	0	119	119	100
GST payments	(b)	(60)	(101)	(41)	68
Supplies and consumables	(c)	(1 147)	(1 302)	(155)	14

Notes to Statement of Cash Flows variances

(a) Other cash receipts were higher than budget due to Structured Infrastructure Investment Review Process funding received from the Department of Treasury and Finance for the Adaptive Re-use Project.

(b) This was due to a greater increase in taxable supplies than was budgeted for.

(c) Supplies and consumables was higher than budget due to; consultant and architectural fees for the preliminary stage of the Adaptive Re-use Project - \$50,000, reconstruction of the sandstone staircase at Rossbank - \$43,000, an additional supply of Government House product for sale in the gift shop - \$35,000, an increase in council rates above CPI - \$17,000.

Note 3 Underlying Net result

Non-operational capital funding is the income from continuing operations relating to funding for capital projects. This funding is classified as revenue from continuing operations and included in the Net result from continuing operations. However, the corresponding capital expenditure is not included in the calculation of the Net result from continuing operations. Accordingly, the Net result from continuing operations will portray a position that is better than the true underlying financial result.

For this reason, the Net result from continuing operations is adjusted to remove the effects of funding for capital projects.

Office of the Governor

	Notes	2024 Budget \$'000	2024 Actual \$'000	2023 Actual \$'000
Net result from continuing operations		(205)	(288)	(134)
Less impact of:				
Non-operational capital funding				
Appropriation Rollover under section 23 of the <i>Financial Management Act 2016</i>	4.1	-	-	229
Total		-	-	229
Underlying Net result from continuing operations		(205)	(288)	(363)

Note 4 Revenue

Income is recognised in the Statement of Comprehensive Income when an increase in future economic benefits related to an increase in an asset or a decrease of a liability has arisen that can be measured reliably.

Income is recognised in accordance with the requirements of AASB 15 *Revenue from Contracts with Customers* or AASB 1058 *Income of Not-for-Profit Entities*, dependent on whether there is a contract with a customer defined by AASB 15.

4.1 Revenue from Government

Appropriations, whether operating or capital, are recognised as revenues in the period in which the Office gains control of the appropriated funds as they do not contain enforceable and sufficiently specific obligations as defined by AASB 15. Except for any amounts identified as carried forward, control arises in the period of appropriation.

Revenue from Government includes revenue from appropriations, unexpended appropriations rolled over under section 23 of the *Financial Management Act 2016* and Items Reserved by Law.

Section 23 of the Financial Management Act allows for an unexpended appropriation at the end of the financial year, as determined by the Treasurer, to be issued and applied from the Public Account in the following financial year. The amount determined by the Treasurer must not exceed five per cent of an Agency's appropriation for the financial year.

The Budget information is based on original estimates and has not been subject to audit.

	2024 Budget \$'000	2024 Actual \$'000	2023 Actual \$'000
Continuing operations			
Appropriation revenue - operating			
Current year	5 159	5 430	5 114
Items Reserved by Law			
Salary, Her Excellency the Governor (<i>Governor of Tasmania Act 1982</i>)	540	540	519
Salary, The Administrator (<i>Governor of Tasmania Act 1982, Section 5(1)</i>)	20	24	25
	5 719	5 994	5 658
Other revenue from Government			
Appropriation Rollover under section 23 of the <i>Financial Management Act 2016</i>	-	60	229
Structured Infrastructure Investment Review Process funds received	-	97	132
Total revenue from Government from continuing operations	5 719	6 151	6 019
Total revenue from Government	5 719	6 151	6 019

4.2 Sale of goods and services

Revenue from Sales of goods and services are recognised when the Office satisfies a performance obligation by transferring the promised goods or services to the customer.

Goods	Nature of timing of satisfaction of Performance Obligation, including significant payment terms	Revenue recognition policies
Government House Merchandise	The Office typically satisfies the performance obligation when the goods are transferred to the customer. General payment terms are at time of order or at point of sale.	The Office recognises revenue associated with performance obligations using the output method.
Services	Nature of timing of satisfaction of Performance Obligation, including significant payment terms	Revenue recognition policies
Rent Hospitality and Tourism Court Hire	The Office typically satisfies the performance obligation upon delivery of the service to the customer.	The Office recognises revenue associated with performance obligations using the output method.

	2024	2023
	\$'000	\$'000
Goods	52	60
Services – Rent	132	103
Services – Other	24	22
Total	208	185

4.3 Other revenue

Revenue from any other source is recognised when the obligation to pay arises.

Lease income from operating leases where the Office is a lessor is recognised on a straight-line basis. The Office does not have any finance leases as lessor.

	2024	2023
	\$'000	\$'000
Other fees and recoveries	22	24
Total	22	24

Note 5 Expenses

Expenses are recognised in the Statement of Comprehensive Income when a decrease in future economic benefits related to a decrease in asset or an increase of a liability has arisen that can be measured reliably.

5.1 Employee benefits

Employee benefits include, where applicable, entitlements to wages and salaries, annual leave, sick leave, long service leave, superannuation and any other post-employment benefits.

(a) Employee expenses

	2024	2023
	\$'000	\$'000
Wages and salaries	4 026	3 762
Annual leave	242	197
Long service leave	64	79
Sick leave	86	88
Superannuation – defined contribution scheme	465	418
Other employee expenses (<i>Training, uniforms, memberships</i>)	26	25
Total	4 909	4 569

Superannuation expenses relating to defined contribution schemes are paid directly to superannuation funds at a rate of 11 per cent (2023: 10.5 per cent) of salary.

(b) Remuneration of Key management personnel

2024	Short-term benefits		Long-term benefits			Total
	Salary ¹	Other Benefits ²	Superannuation	Other Benefits and Long-Service Leave ³	Termination Benefits ⁴	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<i>Key management personnel</i>						
D. Owen, Official Secretary 01 July 2023 – 27 March 2024	131	111	18	-7	17	270
D. Hughes, Deputy Official Secretary 01 July 2023 – 27 March 2024 Official Secretary 28 March – 30 June 2024	145	45	18	5		213
P. Chatwood, Deputy Official Secretary 28 March – 30 June 2024	31	7	4	2		44
Total	307	163	40	0	17	526
2023	Short-term benefits		Long-term benefits			Total
	Salary	Other Benefits	Superannuation	Other Benefits and Long-Service Leave	Termination Benefits	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<i>Key management personnel</i>						
D. Owen, Official Secretary	180	70	19	2		271
D. Hughes, Deputy Official Secretary	138		14	2		154
Total	318	70	33	4		425

¹Salary for 2024 includes pre June 2023 amounts relating to a back payment of a wage increase paid in November 2023: David Owen - \$3,691.47, David Hughes – \$3,104.64

²Other short-term benefits includes the recreation leave movement for the period and non-monetary benefits (to the grossed-up fringe benefit value where applicable).

³Other long-term benefits is calculated as the long service leave movement for the period minus long service leave paid upon termination.

⁴Termination benefits include recreation leave and long service leave paid on termination only. No termination benefits as defined in AASB 119 were paid or are payable.

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

Remuneration during 2023-24 for key personnel is set by the *State Service Act 2000*. Remuneration and other terms of employment are specified in employment contracts. Remuneration includes salary, motor vehicle and other non-monetary benefits. Long-term employee expenses include long service leave and superannuation obligations.

(c) Related party transactions

There are no significant related party transactions requiring disclosure.

5.2 Depreciation and amortisation

All applicable Non-financial assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of their service potential. Land and heritage assets, being assets with an unlimited useful life, are not depreciated.

Key estimate and judgement

Depreciation is provided for on a straight-line basis, using rates which are reviewed annually.

	Major depreciation period	2024 \$'000	2023 \$'000
Plant, equipment and vehicles	5-20 years	95	71
Buildings	100 years	370	337
Infrastructure	30 years	2	2
Right-of-use assets	5 years	3	3
Total		470	413

5.3 Supplies and consumables

	2024 \$'000	2023 \$'000
Audit fees – financial audit (Tasmanian Audit Office)	13	12
Audit fees – internal audit	-	-
Lease Expense	2	2
Property services	260	233
Maintenance	313	352
Communications	33	30
Information technology	41	51
Travel and transport	99	134
Other supplies and consumables	503	539
Total	1 264	1 353

Lease expense includes lease rentals for short-term leases, lease of low value assets and variable lease payments. Refer to note 7.2 for breakdown of lease expenses and other lease disclosures.

5.4 Other expenses

Expenses from acquisition of supplies and services are recognised when the obligation to pay is identified, usually at the time of supply of such supplies and services.

	2024 \$'000	2023 \$'000
Salary on-costs	26	27
Total	26	27

Note 6 Assets

Assets are recognised in the Statement of Financial Position when it is probable that the future economic benefits will flow to the Office and the asset has a cost or value that can be measured reliably.

6.1 Receivables

Receivables are initially recognised at fair value plus any directly attributable transaction costs. Trade receivables that do not contain a significant financing component are measured at the transaction price.

Receivables are held with the objective to collect the contractual cash flows and are subsequently measured at amortised cost using the effective interest method. Any subsequent changes are recognised in the net result for the year when impaired, derecognised or through the amortisation process. An allowance for expected credit losses is recognised for all debt financial assets not held at fair value through profit and loss. The expected credit loss is based on the difference between the contractual cash flows and the cash flows that the entity expects to receive, discounted at the original effective interest rate.

For trade receivables, a simplified approach in calculating expected credit losses is applied, with a loss allowance based on lifetime expected credit losses recognised at each reporting date. The Office has established a provision matrix based on its historical credit loss experience for trade receivables, adjusted for forward-looking factors specific to the receivable.

For the years ended 30 June 2024 and 30 June 2023, no receivables were past due so no provision for expected credit loss has been recognised. The Office has strong history for the collection of receivables.

	2024 \$'000	2023 \$'000
Receivables	20	5
Total	20	5
Sales of Goods and Services (inclusive of GST)	1	3
GST Receivable	19	2
Total	20	5
Settled within 12 months	20	5
Total	20	5

6.2 Inventories

Inventories held for distribution are valued at cost adjusted, when applicable, for any loss of service potential. Inventories acquired for no cost or nominal consideration are valued at current replacement cost.

Inventories are measured using the weighted average cost formula.

	2024 \$'000	2023 \$'000
Bottled wine	79	75
Grapes	26	25
Gift shop merchandise	168	143
Total	273	243
Consumed within 12 months	50	45
Consumed in more than 12 months	223	198
Total	273	243

6.3 Property, plant, and equipment

Key estimate and judgement

(i) Valuation basis

Land, buildings, heritage and cultural assets and other long-lived assets are recorded at fair value less accumulated depreciation. All other Non-current physical assets, including work in progress, are recorded at historic cost less accumulated depreciation and accumulated impairment losses. All assets within a class of assets are measured on the same basis.

Cost includes expenditure that is directly attributable to the acquisition of the asset. The costs of self-constructed assets include the cost of materials and direct labour, any other costs directly attributable to bringing the asset to a working condition for its intended use, and the costs of dismantling and removing the items and restoring the site on which they are located. Purchased software that is integral to the functionality of the related equipment is capitalised as part of that equipment.

When parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Fair value is based on the highest and best use of the asset. Unless there is an explicit Government policy to the contrary, the highest and best use of an asset is the current purpose for which the asset is being used or build occupied.

The recognised fair value of non-financial assets is classified according to the fair value hierarchy that reflects the significance of the inputs used in making these measurements.

Level 1 the fair value is calculated using quoted prices in active markets;

Level 2 the fair value is estimated using inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly (as prices) or indirectly (derived from prices); and

Level 3 the fair value is estimated using inputs for the asset or liability that are not based on observable market data.

(ii) Subsequent costs

The cost of replacing part of an item of property, plant and equipment is recognised in the carrying amount of the item if it is probable that the future economic benefits embodied within the part will flow to the Office and its costs can be measured reliably. The carrying amount of the replaced part is derecognised. The costs of day-to-day servicing of property, plant and equipment are recognised in profit or loss as incurred.

(iii) Asset recognition threshold

The asset capitalisation thresholds adopted by the Office are:

Vehicles	\$10,000
Plant and Equipment	\$10,000
Land & Buildings	\$10,000
Infrastructure	\$10,000
Heritage assets	\$10,000

Assets valued at less than \$10,000 are charged to the Statement of Comprehensive Income in the year of purchase (other than where they form part of a group of similar items which are material in total).

(iv) Revaluations

The Office has adopted a revaluation threshold of \$10,000 above which assets are revalued on a fair value basis. All heritage assets are subject to revaluation and are revalued every 3 to 5 years.

Land and buildings are revalued with sufficient regularity to ensure they reflect fair value at balance date. Indices are applied between formal valuations.

Assets are grouped on the basis of having a similar nature or function in the operations of the Office.

Revaluations are shown on a net basis.

(v) *Assets in respect of leases where the Office is the lessor*

The Office leases a photocopier under an operating lease with rental payments payable quarterly over 5 years. Lease payments include a principal and interest component.

(a) Carrying amount

	2024 \$'000	2023 \$'000
Land		
At fair value	15 015	13 860
Total	15 015	13 860
Buildings		
At fair value	38 645	37 023
Less: Accumulated depreciation	(1 304)	(934)
Total	37 341	36 089
Plant, equipment and motor vehicles		
At cost	1 163	1 163
Less: Accumulated depreciation	(440)	(345)
Total	723	818
Heritage and cultural assets		
At fair value (dates detailed below)	3 901	3 899
Total	3 901	3 899
Total Property, plant, equipment	56 980	54 666

Assets have been revalued independently as listed below:

Heritage and cultural assets consisting of:

- Paintings (Heritage assets) – Masterpiece Gallery (W. Nevin Hurst – Director, Paul O'Donnell – Assistant Director, BFA, M. Cultheritage) 30 June 2020. Based on fair market value.
- Furniture (Heritage assets) – A.F. Colman, Approved Commonwealth Government Valuer as at 30 June 2020. Based on replacement value.
- China, silver etc. (Heritage assets) – Craig Broadfield, Leven Antiques, 30 June 2020. Based on retail replacement value.
- Clocks (Heritage assets) – Peter Reading L.B.H.I. B.A.D.A. certified, as at 30 June 2020.

Land and Buildings were fully revalued as at 30 June 2020. The Valuer General provides indexation factors for the intervening years based on fair value for existing use. For 2023-24 the indexation was 8.33% for land and 4.38% for buildings (8.2% for land and 10.09% for buildings in 2022-23). Government House is a specialised, iconic heritage building. The property possesses significant intrinsic social and cultural attributes. The following were used in undertaking the valuation:

- AASB 13 “Fair Value Measurement”
- AASB 116 “Property, Plant and Equipment”
- Treasurer’s Instruction No 303 “Recognition and Measurement of Non-Current Assets”

(b) Reconciliation of movements (including fair value levels)

Reconciliations of the carrying amounts of each class of Property, plant and equipment at the beginning and end of the current and previous financial year are set out below. Carrying value means the net amount after deducting accumulated depreciation and accumulated impairment losses.

2024	Land Level 2 \$'000	Buildings Level 2 \$'000	Plant equipment & vehicles Level 2 \$'000	Heritage & cultural assets Level 2 \$'000	Heritage & cultural assets Level 3 \$'000	Total \$'000
Carrying value at 1 July	13 860	36 089	818	534	3 365	54 666
Additions	-	-	-	2	-	2
Disposals	-	-	-	-	-	-
Revaluation increments (decrements)	1 155	1 622	-	-	-	2 777
Depreciation and amortisation	-	(370)	(95)	-	-	(465)
Carrying value at 30 June	15 015	37 341	723	536	3 365	56 980

2023	Land Level 2 \$'000	Buildings Level 2 \$'000	Plant equipment and motor vehicles Level 2 \$'000	Heritage and cultural assets Level 2 \$'000	Heritage and cultural assets Level 3 \$'000	Total \$'000
Carrying value at 1 July	12 810	33 033	581	526	3,365	50,315
Additions	-	-	308	8	-	316
Disposals	-	-	-	-	-	-
Revaluation increments (decrements)	1 050	3 393	-	-	-	4 443
Depreciation and amortisation	-	(337)	(71)	-	-	(408)
Carrying value at 30 June	13 860	36 089	818	534	3 365	54 666

(c) Level 3 significant valuation inputs and relationship to fair value

Description	Fair Value at 30 June	Significant unobservable inputs used in valuation	Possible alternative values for level 3 inputs	Description of how changes in inputs will affect the fair value
Heritage and Cultural	\$3 365	Cost of replacement	Note 1	The higher the cost to acquire similar assets the higher the fair value

Note 1. There were no significant interrelationships between unobservable inputs that materially affect fair values.

6.4 Right-Of-Use Assets

AASB 16 requires the Office to recognise a right-of-use asset, where it has control of the underlying asset over the lease term. A right-of-use asset is measured at the present value of initial lease liability, adjusted by any lease payments made at or before the commencement date and lease incentives, any initial direct costs incurred, and estimated costs of dismantling and removing the asset or restoring the site.

The Office has elected not to recognise right-of-use assets and lease liabilities arising from short-term leases, rental arrangements for which Finance-General has substantive substitution rights over the assets and leases for which the underlying asset is of low-value. Substantive substitution rights relate primarily to major office

accommodation and the motor vehicle fleet. An asset is considered low-value when it is expected to cost less than \$10,000.

Right-of-use assets are depreciated over the shorter of the asset's useful life and the term of the lease. Where the Office obtains ownership of the underlying leased asset or if the cost of the right-of-use asset reflects that the Office will exercise a purchase option, the Office depreciates the right-of-use asset over its useful life.

Details of leasing arrangements for right-of-use assets are at note 7.2

2024	Plant, equipment & vehicles \$'000	Total \$'000
Carrying value at 1 July	4	4
Additions	-	-
Depreciation and amortisation	(3)	(3)
Carrying value at 30 June	1	1

2023	Plant, equipment & vehicles \$'000	Total \$'000
Carrying value at 1 July	7	7
Additions	-	-
Depreciation and amortisation	(3)	(3)
Carrying value at 30 June	4	4

6.5 Infrastructure

(a) Carrying amount

	2024 \$'000	2023 \$'000
Vineyard		
At fair value	75	32
Less: Accumulated depreciation	-	(7)
Total	75	25

Key estimate and judgement

The valuation was independently conducted by a valuer at Preston Rowe Paterson as at 30 June 2024. The valuation was based on fair value with the valuer researching the market with regard to vineyard sales throughout the entire State and by using direct comparison methods as the most appropriate basis of assessment of the added value of the vineyard.

The carrying value of the vineyard does not include assets held under a finance lease.

The Office has adopted a revaluation threshold of \$10,000 above which assets are revalued on a fair value basis. Vineyard infrastructure asset is subject to revaluation and is revalued every 5 years.

(b) Reconciliation of movements (including fair value levels)

	2024 Total at Level 2 \$'000	2023 Total at Level 2 \$'000
Carrying amount at 1 July	25	27
Revaluation increments (decrements)	51	-
Depreciation expense	(1)	(2)
Carrying amount at 30 June	75	25

6.6 Other Assets

Prepayments are recognised when they occur and are measured at the nominal amount.

	2024 \$'000	2023 \$'000
Prepayments	1	1
Total	1	1
Recovered within 12 months	1	1
Total	1	1

Note 7 Liabilities

Liabilities are recognised in the Statement of Financial Position when it is probable that an outflow of resources embodying economic benefits will result from the settlement of a present obligation and the amount at which the settlement will take place can be measured reliably.

7.1 Payables

Payables, including goods received and services incurred but not yet invoiced, are recognised at amortised cost, which due to the short settlement period, equates to face value, when the Office becomes obliged to make future payments as a result of a purchase of assets or services.

	2024 \$'000	2023 \$'000
Creditors	18	24
Accrued expenses	60	43
Total	78	67
Settled within 12 months	78	67
Total	78	67

Settlement is usually made within 30 days.

7.2 Lease liabilities

A lease liability is measured at the present value of the lease payments that are not paid at that date. The discount rate used to calculate the present value of the lease liability is the rate implicit in the lease. Where the implicit rate is not known and cannot be determined the Tascorp indicative lending rate including the relevant administration margin is used.

The Office has elected not to recognise right-of-use assets and lease liabilities arising from short-term leases, rental arrangements for which the Finance-General has substantive substitution rights over the assets and leases

for which the underlying asset is of low-value. Substantive substitution rights relate primarily to office accommodation. An asset is considered low-value when it is expected to cost less than \$10 000.

The Office has entered into the following leasing arrangements:

Class of right-of-use asset	Details of leasing arrangements	
Plant and equipment	Lease of photocopier over 60 months, with fixed quarterly payments over the duration of the lease.	
	2024	2023
	\$'000	\$'000
Lease liabilities	1	4
Total	1	4
Settled within 12 months	1	3
Settled in more than 12 months	-	1
Total	1	4

Maturity analysis of undiscounted lease liabilities

	2024	2023
	\$'000	\$'000
One year or less	1	3
One to five years	-	1
More than five years	-	-
Total	1	4

The lease liability in the maturity analysis is presented using undiscounted contractual amounts before deducting finance charges.

The following amounts are recognised in the Statement of Comprehensive Income

	2024	2023
	\$'000	\$'000
Interest on lease liabilities included in note 5.4
Lease expenses included in note 5.3:		
Lease of low-value assets	2	2
Net expenses from leasing activities	2	2

Interest on lease liabilities was \$57.81 for 2023-24 (\$123 for 2022-23).

7.3 Employee benefit liabilities

Key estimate and judgement

Liabilities for wages and salaries and annual leave are recognised when an employee becomes entitled to receive a benefit. Those liabilities expected to be realised within 12 months are measured as the amount expected to be paid. Other employee entitlements are measured as the present value of the benefit at 30 June, where the impact of discounting is material, and at the amount expected to be paid if discounting is not material.

A liability for long service leave is recognised and is measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date.

	2024	2023
	\$'000	\$'000
Accrued salaries	160	236
Annual leave	246	226
Long service leave	379	372
Total	785	834
Expected to settle wholly within 12 months	469	533
Expected to settle wholly after 12 months	316	301
Total	785	834

7.4 Superannuation

(i) Defined contribution plans

A defined contribution plan is a post-employment benefit plan under which an entity pays fixed contributions into a separate entity and will have no legal or constructive obligation to pay further amounts. Obligations for contributions to defined contribution plans are recognised as an expense when they fall due.

(ii) Defined benefit plans

A defined benefit plan is a post-employment benefit plan other than a defined contribution plan. The Office does not currently employ any staff participating in the defined benefit scheme.

Key estimate and judgement

The Office does not recognise a liability for the accruing superannuation benefits of its employees. This liability is held centrally and is recognised within the Finance-General Division of the Department of Treasury and Finance.

Note 8 Commitments and Contingencies

8.1 Schedule of Commitments

Commitments represent those contractual arrangements entered by the Office that are not reflected in the Statement of Financial Position. These commitments are recorded below at their nominal value and inclusive of GST.

Leases are recognised as right-of-use assets and lease liabilities in the Statement of Financial Position, excluding short term leases and leases for which the underlying asset is of low value, which are recognised as an expense in the Statement of Comprehensive Income.

	2024	2023
	\$'000	\$'000
By type		
Commitments held with Finance-General		
Motor vehicle fleet (base usage charge)	297	208
Total commitments held with Finance General	297	208
Other commitments		
Short-term and/or low value leases	-	3
Total other commitments	-	3
By maturity		
Commitments held with Finance-General		
One year or less	81	61
From one to five years	216	147
Total commitments held with Finance General	297	208
Other commitments		
One year or less	-	2
From one to five years	-	1
Total other commitments	-	3
Total	297	211

Leased equipment

Photocopiers – low value lease

- Lease payments are determined at the time of the lease agreement and are paid quarterly.
- Lease terms are for either three or four years with no change to the lease rate.
- No restrictions or purchase options are contained in the lease arrangements.

Motor vehicle agreements

- The Office's motor vehicle fleet is owned and managed by Finance-General within the Department of Treasury and Finance. Finance-General purchases vehicles on behalf the Office. The Office makes monthly payments to Finance-General via LeasePlan for use of the vehicles. LeasePlan administers the plan on behalf of Finance-General.
- As there is no lease contract between Finance-General and the Office for the purposes of AASB 16, the Office is not required to recognise a lease liability and right-of-use asset for its motor vehicle fleet, and costs are recognised as an expense as incurred.
- Agreed payments vary according to the type of vehicle and where applicable the price received for replaced vehicles.
- Agreed terms for regular vehicles are usually three years or five years. One truck has a ten-year term, with no change to the monthly payment.

8.2 Contingent Assets and Liabilities

As at 30 June 2024, the Office had no known contingent assets or liabilities.

Note 9 Reserves

9.1 Reserves

			Heritage and cultural assets	Infrastructure	Total
2024	Land \$'000	Buildings \$'000	\$'000	\$'000	\$'000
Asset revaluation reserve					
Balance at the beginning of financial year	9 860	28 968	5 448	32	44 308
Revaluation increments/(decrements)	1 155	1 622	-	51	2 828
Balance at end of financial year	11 015	30 590	5 448	83	47 136
			Heritage and cultural assets	Infrastructure	Total
2023	Land \$'000	Buildings \$'000	\$'000	\$'000	\$'000
Asset revaluation reserve					
Balance at the beginning of financial year	8 810	25 575	5 448	32	39 865
Revaluation increments/(decrements)	1 050	3 393	-	-	4 443
Balance at end of financial year	9 860	28 968	5 448	32	44 308

(a) Nature and purpose of reserves

Asset revaluation reserve

The Asset revaluation reserve is used to record increments and decrements on the revaluation of Non-financial assets.

Note 10 Cash Flow Reconciliation

Cash means notes, coins, any deposits held at call with a bank or financial institution, as well as funds held in Specific Purpose Accounts, being short term of three months or less and highly liquid. Deposits are recognised at amortised cost, being their face value.

10.1 Cash and cash equivalents

Cash and cash equivalents includes the balance of the Specific Purpose Accounts held by the Office, and other cash held.

	2024	2023
	\$'000	\$'000
Specific Purpose Account balances		
Office of the Governor Financial Management Account	235	142
Total	235	142
Other cash held		
Petty cash	1	1
Total	1	1
Total cash and deposits	236	143

10.2 Reconciliation of Net Result to Net Cash from Operating Activities

	2024	2023
	\$'000	\$'000
Net result	(288)	(134)
Depreciation and amortisation	470	412
Decrease (increase) in Receivables	2	(1)
Decrease (increase) in Prepayments	0	0
Decrease (increase) in Tax assets	(17)	7
Decrease (increase) in Inventories	(30)	(13)
Increase (decrease) in Employee benefit liabilities	(49)	152
Increase (decrease) in Payables	(6)	(6)
Increase (decrease) in Accrued expenses	17	(27)
Net cash from (used by) operating activities	99	390

Note 11 Financial Instruments

11.1 Risk exposures

(a) Risk management policies

The Office has exposure to the following risks from its use of financial instruments.

- 1) credit risk; and
- 2) liquidity risk;

The Official Secretary has overall responsibility for the establishment and oversight of the Office's risk management framework. Risk management policies are established to identify and analyse risks faced by the Office, to set appropriate risk limits and controls, and to monitor risks and adherence to limits.

(b) Credit risk exposures

Credit risk is the risk of financial loss to the Office if a customer or counterparty to a financial instrument fails to meet their contractual obligations.

Financial Instrument	Accounting and strategic policies (including recognition criteria, measurement basis and credit quality of instrument)	Nature of underlying instrument (including significant terms and conditions affecting the amount. Timing and certainty of cash flows)
Financial Assets		
Receivables	The Office has a debt management policy with processes surrounding the raising of debts payable to the Office and the management of outstanding debts. The Office does not have a significant exposure to credit risk as receivables are mainly from other government entities. The Office does not consider a need to have a provision for impairment.	General terms of trade are 30 days.
Cash and Deposits	Cash and deposits are recognised at face value.	Cash includes notes, coins, deposits held at call with a financial institution and funds held in the Special Purpose Account.

The Office's maximum exposures to credit risk at reporting date in relation to each class of recognised financial assets is the carrying amount of those assets as indicated in the Statement of Financial Position, net of any allowances for losses.

The Office does not have any significant exposure to credit risk.

Expected credit loss analysis of receivables

The simplified approach to measuring expected credit losses is applied, which uses a lifetime expected loss allowance for all trade receivables.

The expected loss rates are based on historical observed loss rates adjusted for forward looking factors that will have an impact on the ability to settle the receivables. For the years ended 30 June 2024 and 30 June 2023, no receivables were past due so no ageing analysis is warranted, nor the recognition of a provision for expected credit loss.

(c) Liquidity risk

Liquidity risk is the risk that the Office will not be able to meet its financial obligations as they fall due. The Office's approach to managing liquidity is to ensure that it will always have sufficient liquidity to meet its liabilities when they fall due.

Financial Instrument	Accounting and strategic policies (including recognition criteria and measurement basis)	Nature of underlying instrument (including significant terms and conditions affecting the amount, timing and certainty of cash flows)
Financial liabilities		
Payables	Payables, including goods received and services incurred but not yet invoiced, are recognised at amortised cost, which due to the short settlement period, equates to face value, when the Office becomes obliged to make future payments as a result of a purchase of assets or services.	Settlement is usually made within 30 days.

Maturity analysis for financial liabilities

As at 30 June 2024 financial liability is represented by the carrying amount of Payables of \$78,000 (2023 \$67,000) and is undiscounted as it is expected to be settled within one year.

11.2 Categories of financial assets and liabilities

	2024 \$'000	2023 \$'000
Financial assets		
Financial assets measured at amortised cost	256	148
Total	256	148
Financial Liabilities		
Financial liabilities measured at amortised cost	78	67
Total	78	67

11.3 Comparison between carrying amount and net fair value of financial assets and liabilities

The net fair values of cash, receivables and payables approximate their carrying amounts.

Note 12 Events Occurring After Balance Date

At the date of signing, there were no events subsequent to balance date which would have a material effect on the Office's Financial Statements.

Note 13 Other material Accounting Policy information and Judgements

13.1 Objectives and Funding

The Office's objectives are to support the Governor in the performance of her constitutional, administrative, ceremonial and community responsibilities by:

- providing a high standard of policy advice and administrative support to the Governor, including the organisation of constitutional and ceremonial duties, and her program of community engagements;
- facilitating the efficient and effective interaction between the Office of the Governor, the Parliament, the Executive and the State Service; and
- maintaining Government House estate.

The Office is structured to meet the following outcomes:

- safeguarding the integrity of the State's democratic system of government;
- promoting community involvement in government and understanding of the democratic process;
- promoting community understanding of the role of Governor;
- fostering activities in rural areas through speeches, visits, functions and other events;
- encouraging the involvement of young people in the community;
- supporting activities which promote a multi-cultural, diverse and tolerant society;
- stimulating culture and the arts;
- promoting the State's exports and its tourism industry; and
- protecting and maintaining the heritage values of Government House and its grounds.

The Office's activities are classified as controlled.

Controlled activities involve the use of assets, liabilities, revenues and expenses controlled or incurred by the Office in its own right.

The Office is a Tasmanian Government not-for-profit entity that is predominantly funded through Parliamentary appropriations. The Financial Statements encompass all funds through which the Office controls resources to carry on its functions.

13.2 Basis of Accounting

The Financial Statements are a general purpose financial report and have been prepared in accordance with:

- Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board; and
- The Treasurer's Instructions issued under the provisions of the *Financial Management Act 2016*.

The Financial Statements were signed by the Official Secretary on 29 August 2024.

Compliance with the Australian Accounting Standards may not result in compliance with International Financial Reporting Standards, as the AAS include requirements and options available to not-for-profit organisations that are inconsistent with IFRS. The Office is considered to be not-for-profit and has adopted some accounting policies under the AAS that do not comply with IFRS.

The Financial Statements have been prepared on an accrual basis and, except where stated, are in accordance with the historical cost convention. The accounting policies are generally consistent with the previous year.

The Financial Statements have been prepared as a going concern. The continued existence of the Office in its present form, undertaking its current activities, is dependent on Government policy and on continuing appropriations by Parliament for the Office's administration and activities.

The Office has made no assumptions concerning the future that may cause a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

13.3 Reporting Entity

The Financial Statements include all the controlled activities of the Office. The Financial Statements consolidate material transactions and balances of the Office.

13.4 Functional and Presentation Currency

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

13.5 Foreign Currency

Transactions denominated in a foreign currency are converted at the exchange rate at the date of the transaction. Foreign currency receivables and payables are translated at the exchange rates current as at balance date.

13.6 Rounding

All amounts in the Financial Statements have been rounded to the nearest thousand dollars, unless otherwise stated. As a consequence, rounded figures may not add to totals. Amounts less than \$500 are rounded to zero and are indicated by the symbol "...".

13.7 Taxation

The Office is exempt from all forms of taxation except Fringe Benefits Tax, Goods and Services Tax and Wine Equalisation Tax (WET). The Office is liable for WET but qualifies for full rebate.

13.8 Goods and Services Tax

Revenue, expenses and assets are recognised net of the amount of Goods and Services Tax, except where the GST incurred is not recoverable from the Australian Taxation Office. Receivables and payables are stated inclusive of GST. The net amount recoverable, or payable, to the Australian Taxation Office is recognised as an asset or liability within the Statement of Financial Position.

In the Statement of Cash Flows, the GST component of cash flows arising from operating, investing or financing activities which is recoverable from, or payable to, the Australian Taxation Office is, in accordance with the Australian Accounting Standards, classified as operating cash flows.

13.9 Changes in accounting policies

(a) Impact of new and revised Accounting Standards

In the current year the Office has adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board relevant to its operations. The Office has applied AASB 2021-2: Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates, and AASB 2021-6 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies: Tier2 and other Australian Accounting Standards. The impact of these accounting standard changes is that disclosures of only material accounting policies are now made. There are no other new or revised Standards or Interpretations issued by the Australian Accounting Standards Board that are relevant to the Office's operations and effective for the current annual reporting period.

The Office is reviewing the requirements of AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities. The impact of this standard has not yet been quantified.