

Annual Report



COMMONWEALTH DEPARTMENT OF
**TRANSPORT AND
REGIONAL SERVICES**

2000–2001

COMMONWEALTH DEPARTMENT OF
TRANSPORT AND REGIONAL
SERVICES

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Letter of Transmittal

Secretary



The Hon. John Anderson, MP
Minister for Transport and Regional Services
Parliament House
CANBERRA ACT 2600

Dear Minister

I have pleasure in presenting to you the annual report of the Department of Transport and Regional Services for the year ended 30 June 2001.

This report has been prepared in accordance with section 63 of the *Public Service Act 1999* and subsection 63(1) requires that I provide you with a report on the Department's activities to present to each House of the Parliament on or before 31 October 2001.

The report satisfies requirements of section 29 of the *Air Navigation Act 1920*, section 20 of the *Aircraft Noise Levy Collection Act 1995*, section 8 of the *Freedom of Information Act 1982* and paragraph 5.15(2) of the *Airports (Environment Protection) Regulations 1997*. It also includes the audited financial statements of the Department as required by section 57 of the *Financial Management and Accountability Act 1997*.

The report reflects the structure and business objectives of the Department, and has been prepared under the accrual outcomes and outputs framework.

Yours sincerely

Ken Matthews

3 October 2001

cc Senator the Hon. Ian Macdonald
Minister for Regional Services, Territories and Local Government

Senator the Hon. Ron Boswell
Parliamentary Secretary to the Minister for Transport and Regional Services

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Report structure

PART 1 – REVIEW BY THE SECRETARY

1

The Secretary, Mr Ken Matthews, reviews the performance of the Department during 2000–01 and discusses the outlook for 2001–02.

PART 2 – DEPARTMENTAL OVERVIEW

2

In Part 2 of the report we describe the structure of DoTRS and of the portfolio. In the strategic overview section we list our values, roles and key result areas, as specified in the Department's *Corporate Plan for 2000–01*. We also detail the outcome and outputs framework that is outlined in the *Portfolio Budget Statements 2000–01*.

PART 3 – REPORT ON PERFORMANCE

3

In Part 3 we show how the outputs framework relates to the Department's organisational structure. We also survey each program area's responsibilities, performance, major issues and highlights. We report on the performance of DoTRS against output and administered program groups detailed in the *Portfolio Budget Statements 2000–01* and the *Portfolio Additional Estimates Statements 2000–01*, as well as in relation to the environment, client service, social justice and equity.

PART 4 – MANAGEMENT AND ACCOUNTABILITY

4

In Part 4 we describe the Department's policies and provide information on:

- organisational governance;
- management of human resources;
- external scrutiny; and
- competitive tendering, consultants and purchasing.

PART 5 – FINANCIAL PERFORMANCE

5

In Part 5 we detail the Department's financial position, including discussion of our financial performance for 2000–01, a summary of departmental resources and our audited financial statements.

PART 6 – APPENDICES

6

In Part 6 we:

- report our performance against the Commonwealth disability strategy;
- provide a list of consultants and expenditure on their services;
- provide details of advertising and market research;
- list the departmental freedom of information documents;
- list discretionary grants administered by DoTRS;
- list safety recommendations issued by the Australian Transport Safety Bureau; and
- provide an Indian Ocean Territories report.

For more information on the Department of Transport and Regional Services, please visit our website at:

<http://www.dotrs.gov.au>

This report is available on the Department's Internet site at:

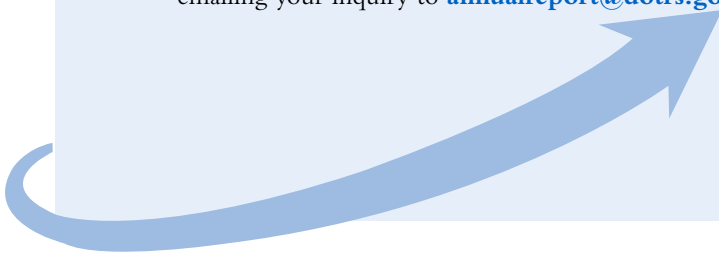
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- posting (no stamp needed) your inquiry to:

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- telephoning the Director Coordination, Executive Services Group, on (02) 6274 7109 or facsimile on (02) 6274 7703
- emailing your inquiry to annualreport@dotrs.gov.au



Part one



Secretary's overview

LOOKING FORWARD





At 30 June 2001, the Department of Transport and Regional Services (DoTRS) comprised 992 staff, 131 of whom were based in the Indian Ocean Territories. It was responsible for a budget of \$3.3 billion and administered 48 programs valued at \$3086.8 million. Its departmental expenses totalled \$196.6 million.

Such an investment is very large. It is right to regularly ask the question: 'Are taxpayers getting value for their investment in DoTRS?'

There are different ways of answering such a question. One way is to remind ourselves of the large number of portfolio-related events and contributions of the Department which made the news over the year.

In the course of the year, DoTRS:

- played the major role in advising the Government about the second Sydney Airport;
- launched a new program to provide noise insulation in the Adelaide Airport environs;
- coordinated the negotiation and signing of an Open Skies Agreement with New Zealand;
- supported the Minister in dealing with the groundings of the Ansett 767 fleet;
- conducted investigations into the Whyalla Airlines crash, the QF1 747 Bangkok runway overrun and the aviation fuel contamination problem;
- worked on operational aspects of Sydney Airport, particularly airport security for the Sydney Olympics;
- worked with the Office of Asset Sales and Commercial Support to arrange the sale of Kingsford Smith Airport (subsequently suspended);
- launched a new National Road Safety Strategy and action plan;
- maintained the very successful Black Spot Road Safety Program;
- developed and launched the Roads to Recovery Program;
- played the leading role in the Government's decision about the Sydney to Canberra very high-speed train;
- worked on the new proposal for an east-coast very high-speed train;
- broke new ground in the initiation of the Freight Transport Logistics Industry Action Agenda;
- was active in urgently arranging assistance to victims of floods in eastern Australia;

- played a leading role in the facilitation of the Asia-Pacific Space Centre proposal for Christmas Island;
- organised the highly successful Northern Australia Forum;
- was innovative in the development of e-government in the form of the 'more accessible government' initiative.

However, readers will see that not every issue which attracted the public attention was a good news story. One of the most difficult issues dealt with by DoTRS during the year was the audit of the National Highways System Program by the Australian National Audit Office (ANAO). This audit report was released on 8 February 2001. It attracted significant media comment which left a misleading impression that the Government had underfunded Commonwealth expenditure on roads by approximately \$2.9 billion.

The facts are that the Commonwealth has spent far more on roads than has been distributed through the mechanism of the *Australian Land Transport Development (ALTD) Act 1988*. Coincidentally, a total of approximately \$2.9 billion more has been spent since 1994-95 than would have been available solely from the operation of the ALTD Act. The difficult public debate led to the Department's performance coming under intensive scrutiny. Urgent and decisive action was required.

A range of response measures was taken. As Secretary, I commissioned a major review, with external participation, into the administration of the roads programs within DoTRS. I personally conducted a separate review of the personnel and disciplinary issues raised by the experience. An extensive

report was put to the Minister on this matter.

As a result of each of these major reviews, as well as ANAO's recommendations about the program, a wide range of management and administrative improvements was put in train within DoTRS. These include:

- improved alert mechanisms to highlight significant emerging issues for the attention of the Ministers;
- improved processes for handling of, and briefing on, ANAO inquiries and reports;
- a review of the quality of Departmental Chief Executive's Instructions;
- revision of the *Guidelines for Preparation of advice to Ministers*;
- revision of the *Guidance to Staff on Obtaining Legal Services*;
- revision of the *Records Management Manual*;
- consolidation of all departmental guidance material into a single accessible system; and
- revised instructions to departmental SES about different aspects of their work performance.

In addition, I have met personally with groups comprising all SES officers and all Executive Level 2 officers within DoTRS to discuss the lessons we should learn from the experience. I am also meeting approximately weekly with small groups of staff across all levels of DoTRS and from all Divisions to reinforce the lessons. As a direct result of the ANAO audit experience, DoTRS has adopted 'administrative excellence' as one of three key performance improvement objectives that are highlighted in the Corporate Plan for the year ahead.

Another way to look at the question ‘Are taxpayers getting value for their investment in DoTRS?’ is to consider whether it is contributing on the broad public policy issues of current concern.

In the year under report, the Government’s focus on regional Australia continued to be very sharp indeed. DoTRS provided support for the Government as it sought to respond to the needs and aspirations of regional Australian communities. This involved both initiatives within DoTRS, such as its design and administration of the highly successful Regional Solutions Program, as well as its catalytic role across other portfolios. In the latter role we sought to mobilise the attention and resources of the full range of relevant Commonwealth portfolios to improve economic opportunities and service levels throughout regional Australia. At year’s end, we were working hard in support of the Government to produce a major Regional Policy Statement, which was subsequently released in late August.

Transport reform and safety issues continued to have a high profile in the public policy debate. In recent years, the rate of change in the transport sector has accelerated. This includes:

- changes to ownership of major private sector transport infrastructure assets, including historic investments in the Alice Springs to Darwin railway, and major decisions on very fast train initiatives;
- the progressive movement towards easier cross-modal freight movements;
- the increasing use of new intelligent transport systems;

- rail and road freight transport reforms;
- a new National Road Safety Strategy and action plan;
- the new Roads to Recovery Program;
- initiation of the Freight Transport Logistics Industry Action Agenda.

The Department’s role in relation to these developments is to facilitate productive reform or investment in the interests of the nation.

Whether taxpayers are getting value for their investment in a department can also be gauged by the quality of arrangements for internal governance, leadership, management and administration. During the year DoTRS focused on improvement in each of these areas. This was because we believe that good results (the outputs for which the taxpayer funds us) are most likely to be delivered through good processes. Moreover, quality of process in a public sector agency is an important community expectation in its own right.

To ensure best practice, a major review of governance arrangements within DoTRS was launched. This review utilised the National Institute of Governance from the University of Canberra and will provide a governance template which, albeit relevant to any mainstream government department, is tailored to our own circumstances.

The year also saw a lot of activity to improve the quality of internal corporate services, while at the same time reducing the proportion of the Department’s total budget allocated to these services.

Following an external audit, the Department was pleased to have its highly valued accreditation as an ‘investor’ in

people confirmed. We radically revised the *Secretary's Statement of Future Skills Requirements* to better define the skills and requirements of most value to us now and into the future. Also in the area of people management, we launched a major initiative towards improved leadership and citizenship at all levels: the Leading in DoTRS Program.

A special focus this year has been on improving our information technology services and beginning the process of information management. We recognise that we need to be giving particular attention and resources to our information technology and knowledge management arrangements now, because in five to ten years time the new information technologies will have transformed the administrative environment for both public and private sector organisations. We intend to make the most of the enormous opportunities which e-government and government online offer.

Value for taxpayer's money can also be assessed by a department's service to the Parliament and hence the community. In the year under report, DoTRS:

- provided advice to the Ministers in relation to 769 parliamentary and parliamentary committee questions and 5743 ministerial representations;
- dealt with 24 parliamentary committee reports and appeared before seven parliament committees and three senate estimates hearings; and
- published 277 documents including the major Transport Directions series.

Ultimately, however, a Department's worth lies in its dynamism. We will continue to work in 2001-2002 to our revised objective

*'a better transport system for Australia and greater recognition and opportunities for local, regional and territory communities'*¹.

Between the end of the reporting period and the presentation of this report, the environment has already changed dramatically. The tragic events in the United States of America of 11 September 2001 and the collapse of Ansett Airlines a few days later will have dramatic effects on the Department's work program and priorities for 2001-02. These effects will be felt well beyond the aviation industry, including in other transport sectors and regional policy. More than ever, the resources of DoTRS will be called upon to provide expert and responsive support for our Ministers.

May I take this opportunity to salute and thank the people of DoTRS. It is a cliché, but true nonetheless, that an organisation is only as good as the people who make it up. The people who make up the Department of Transport and Regional Services continually impress me with their professionalism, commitment, loyalty to the Government of the day, and willingness to go the extra mile.

In my view, the taxpayer's investment in DoTRS, an investment that mobilises the talents and commitment of such people, is a very good investment indeed.



Ken Matthews
SECRETARY

¹ Ministerially endorsed outcome statement for 2001-02.

Part two



Departmental overview

PORTFOLIO STRUCTURE

ORGANISATIONAL STRUCTURE

STRATEGIC OVERVIEW

OUTCOME AND OUTPUTS STRUCTURE



PORTFOLIO STRUCTURE

Figure 1 below shows the structure of the Transport and Regional Services portfolio. The *Portfolio Budget Statements 2000–01* included only those agencies predominantly funded, directly or indirectly, by the Commonwealth Government: Department of Transport and Regional Services, Civil Aviation Safety Authority, Australian Maritime Safety Authority and the National Capital Authority.

Figure 1 – Transport and Regional Services portfolio

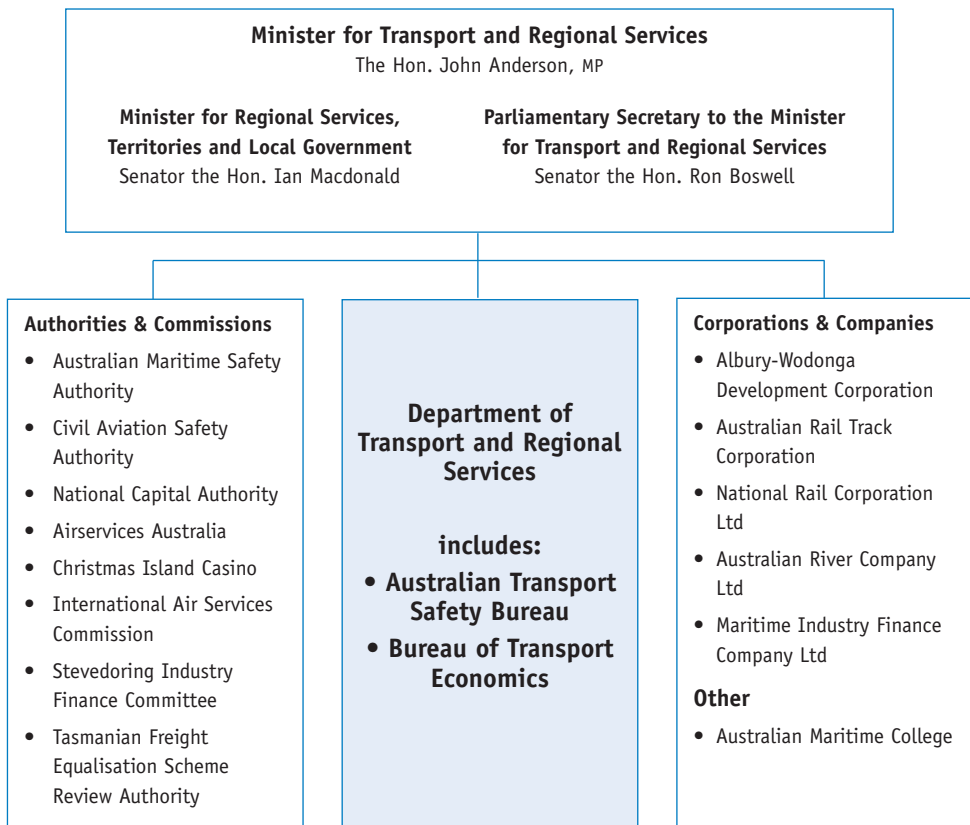
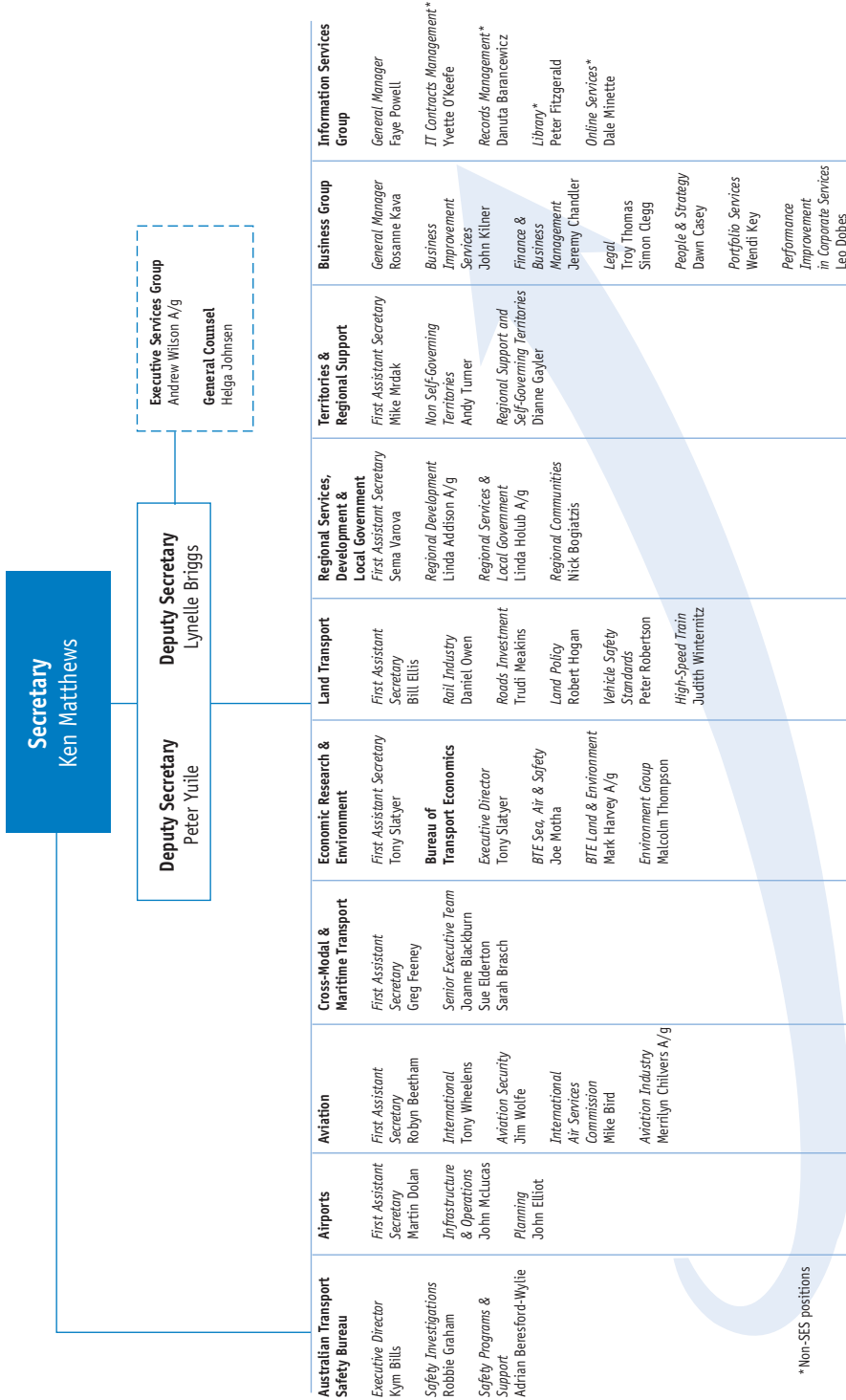


Figure 2 – DoTRS ORGANISATION STRUCTURE AT 30 JUNE 2001



* Non-SES positions

DEPARTMENTAL OUTCOME AND CONTRIBUTION TO GOVERNMENT PRIORITIES

The Department's planned outcome in 2000–01 was:

Linking Australia through transport and regional services.¹

This concept expressed our objectives of benefiting all Australians through safer, more efficient and sustainable transport systems and of improving social, economic and environmental well-being of regional and Territory communities.

OUR VALUES

In pursuing this outcome, DoTRS embraced the Australian Public Service Values and Code of Conduct, taking particular pride in achieving results through people by being:

- results orientated;
- honest, professional and accountable;
- responsive to our stakeholders and clients;
- committed to providing development opportunities for our people; and
- committed to a workplace that is safe and diverse, where we lead by example and with integrity and treat each other decently.

¹ DoTRS has adopted a revised outcome statement for 2001–02: *A better transport system for Australia and greater recognition and opportunities for local, regional and territory communities*. This outcome statement articulates the results that the portfolio is striving to achieve for the community from the outputs and administered programs being delivered by portfolio agencies.

OUR ROLE

DoTRS served Australia by helping the Government to achieve its policy goals in transport and regional services. We provided our Ministers and Parliamentary Secretary with advice on policy options, as well as providing grants and administrative, research, regulatory, investigative, safety, and Territory services.

OUR KEY RESULT AREAS

The key result areas in which DoTRS assessed its success in achieving its planned outcome were:

- transport systems that are safer, more efficient, internationally competitive, sustainable and accessible;
- regional communities that have better access to opportunities and services and are able to take the lead in their own planning and development;
- local governments which serve their communities more efficiently; and
- Territories which provide for their residents the same opportunities and responsibilities as other Australians enjoy in mainland communities.

OUR OUTPUT GROUPS

The Department's functions can be summarised into the following output groups:

- policy advice and ministerial services with respect to all modes of transport, Australia's Territories, local governments and regional areas;
- regulatory and investigative services with respect to transport safety and security, and planning and design;

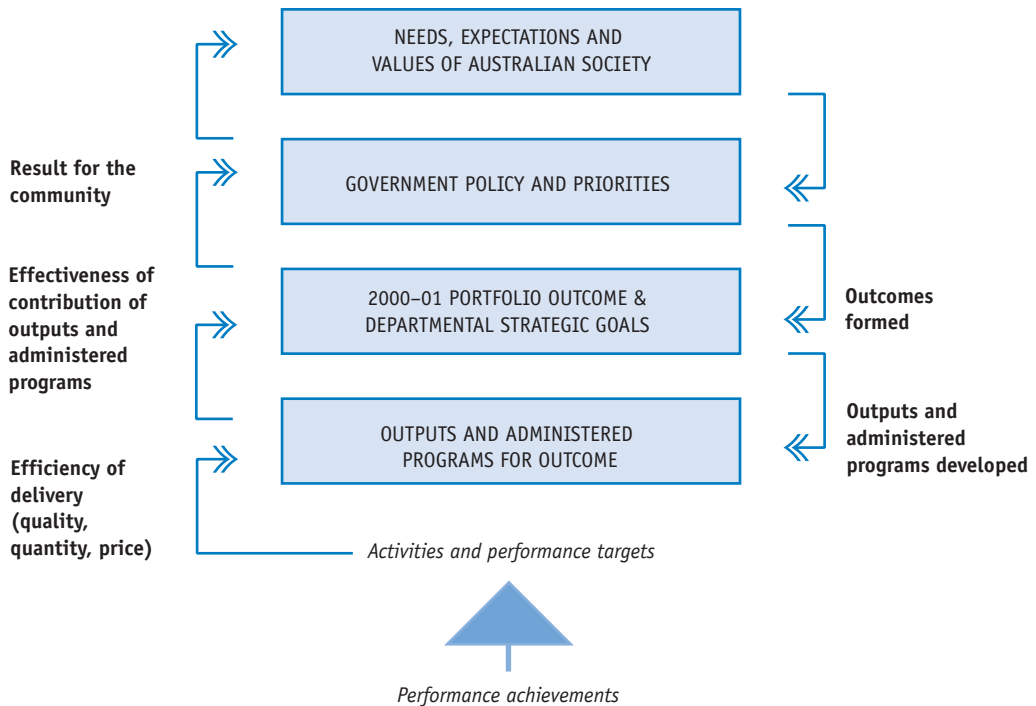
- program and revenue administration encompassing Commonwealth-funded programs to communities and industry, and payments to States and Territories, local government and other organisations;
- services to industry and government agencies including research, industry development and trade promotion; and
- services to the communities, particularly the Commonwealth's Territories.

OUTCOME AND OUTPUTS STRUCTURE

OUTCOME AND OUTPUTS FRAMEWORK

The following framework shows the relationship of the Department's output and outcome framework to government policy and priorities and how the efficient delivery of the Department's activities contributes to the achievement of Government objectives:

Figure 3 – DoTRS outcome and outputs framework

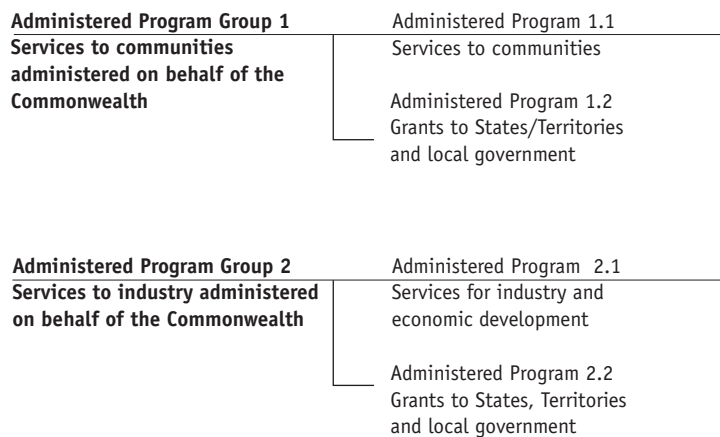


OUTPUTS STRUCTURE

Figure 4 – Relationship of output groups to outputs

Output Group 1 Policy advice and ministerial services	Output 1.1 Policy advice and ministerial services
Output Group 2 Regulatory, investigative and safety services	Output 2.1 Approvals and monitoring of directions, rules and regulations Output 2.2 Safety and security investigations
Output Group 3 Services to communities	Output 3.1 Provision of State and local government level services to Christmas and the Cocos (Keeling) Islands Output 3.2 Provision of State and local government level services to the Jervis Bay Territory and other services in the self-governing Territories Output 3.3 Services to regional communities including administration of programs and grants for communities
Output Group 4 Services to industry	Output 4.1 Trade facilitation Output 4.2 Safety and security education and information Output 4.3 Economic research and data Output 4.4 Administration of programs and grants for industry
Output Group 5 Revenue administration	Output 5.1 Collection of taxes and levies on behalf of the Commonwealth

Figure 5 – Relationship of administered program groups to administered programs



Part three



Report on performance

PERFORMANCE REPORTING

OUTPUTS AND ORGANISATIONAL STRUCTURE

MAJOR ISSUES AND HIGHLIGHTS, BY DIVISION

DETAILED PERFORMANCE REPORTS

ENVIRONMENTAL PERFORMANCE

SERVICE PERFORMANCE

SOCIAL JUSTICE AND EQUITY

PERFORMANCE REPORTING



This annual report provides actual performance and financial information against the budgeted expenditure and planned performance targets laid out in the *Portfolio Budget Statements 2000–01* and *Portfolio Additional Estimates Statements 2000–01*. All three documents are based on the Department's outputs framework.

The outputs framework does not correspond directly to the organisational structure of DoTRS. Accordingly, each Division has provided an additional summary of its major issues and highlights for the year set out overleaf. These additional summaries supplement performance reporting against outputs and administered programs provided later in this chapter.

In seeking to improve our performance reporting and as part of the Output Pricing Review undertaken jointly with the Department of Finance and Administration, we have revised our outputs framework and related performance measures for 2001–02. One of the foremost aims of revising the outputs was to move from the current framework, which focuses predominantly on the Department's key functions and activities, to one that focuses on the key results DoTRS is striving to achieve.

The revised framework, outlined in the *Portfolio Budget Statements 2001–02*, improves the transparency of the Department's accountability framework. It will improve internal and external reporting functions by enabling DoTRS to focus more strategically on the outcome it is seeking to achieve.

RELATIONSHIP BETWEEN THE DEPARTMENT'S OUTPUTS FRAMEWORK AND ORGANISATIONAL STRUCTURE

Outputs Framework	Contributing divisions and bureaus
Output Group 1 – Policy advice and ministerial services	
1.1 Policy advice and ministerial services	Airports Australian Transport Safety Bureau Aviation Cross-Modal & Maritime Transport Economic Research & Environment Executive Services Group Land Transport Regional Services, Development & Local Government Territories & Regional Support
Output Group 2 – Regulatory, investigative and safety services	
2.1 Approvals and monitoring of directions, rules and regulations	Airports Aviation Cross-Modal & Maritime Transport Land Transport
2.2 Safety and security investigations	Australian Transport Safety Bureau
Output Group 3 – Services to communities	
3.1 Provision of State and local government level services to Christmas and the Cocos (Keeling) Islands	Territories & Regional Support
3.2 Provision of State and local government level services to the Jervis Bay Territory and other services in the self-governing Territories	Territories & Regional Support
3.3 Services to regional communities including administration of programs and grants for communities	Airports Australian Transport Safety Bureau Aviation Land Transport Regional Services, Development & Local Government Territories & Regional Support
Output Group 4 – Services to industry	
4.1 Trade facilitation	Cross-Modal & Maritime Transport Land Transport
4.2 Safety and security education and information	Australian Transport Safety Bureau Land Transport
4.3 Economic research and data	Aviation Economic Research & Environment
4.4 Administration of programs and grants for industry	Airports Cross-Modal & Maritime Transport Land Transport

Outputs Framework	Contributing divisions and bureaus
<i>Output Group 5 – Revenue administration</i>	
5.1 Collection of taxes and levies on behalf of the Commonwealth	Airports Cross-Modal & Maritime Transport
<i>Administered Program Group 1 – Services to communities administered on behalf of the Commonwealth</i>	
1.1 Services to communities	Airports Aviation Land Transport Cross-Modal & Maritime Transport Regional Services, Development & Local Government
1.2 Grants to States, Territories and local government	Australian Transport Safety Bureau Regional Services, Development & Local Government Territories & Regional Support
<i>Administered Program Group 2 – Services to industry administered on behalf of the Commonwealth</i>	
2.1 Services for industry and economic development	Airports Aviation Cross-Modal & Maritime Transport Land Transport
2.2 Grants to States, Territories and local government	Airports Land Transport

MAJOR ISSUES AND HIGHLIGHTS, BY DIVISION

AIRPORTS

Contact: Martin Dolan
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Email:
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Overview of Performance

The Government's objectives for Australia's major airports entail the provision of effective airports infrastructure with increased private sector involvement. Importantly, they also focus on measures to protect the community from the adverse environmental effects of airport operations.

In meeting these objectives, Airports Division balanced airport operation, community interests and environmental concerns in dealing with airport developments, such as the upgrading of Canberra Airport. It continued its efforts to minimise the impact of aircraft noise on communities surrounding airports through community consultation and, where appropriate, implementing noise insulation programs.

Major Issues and Highlights, 2000–01

Sydney's Future Airport Needs

Airports Division performed research and policy tasks on the complex issue of Sydney's future airport needs, culminating in the Government's announcement in

December 2000 that it would be premature to build a second major airport in the city. Sydney Airport would be able to handle the air traffic over the next ten years, with Bankstown Airport being made available as an overflow airport for Sydney. The new owner of Bankstown Airport would be encouraged to extend the main runway so it could handle regular passenger aircraft, and to build a new passenger terminal, subject to the completion of necessary environmental assessments.

Slot Management Scheme

The Slot Management Scheme came into effect in 1998 and provides a system for the allocation of arrival and departure slots at Sydney Airport within the maximum movement limit. The Scheme is a planning mechanism aimed at reducing congestion and delays.

In association with the decision on Sydney's future airport needs, the Minister announced that the Government would be amending the Slot Management Scheme at Sydney Airport. The proposed amendments include the capping of regional service peak hour slots at current levels to maintain access to Sydney Airport for regional communities.

Airports Division prepared a draft amendment to the *Sydney Airport Demand Management Act 1997* and assisted in the preparation of a public discussion paper detailing the proposed amendments to the Slot Management Scheme. To meet airline scheduling lead times, the amendments were finalised in May 2001 and are to come into effect for the start of the Northern Winter Scheduling Season in October 2001.

Badgerys Creek Site

The Government decided to retain ownership of the Badgerys Creek airport site and develop legislation to protect the site from incompatible development in surrounding areas. Airports Division developed options for drafting and implementing appropriate legislation.

We continued to oversee management agreements for the Badgerys Creek site and off-site properties. We maintained close liaison with the Australian Government Solicitor in progressing the remaining compensation claims arising from the compulsory acquisition of airport site properties. Only three claims remain outstanding.

Airport Sales

Airports Division arranged studies and provided policy advice in support of the Government's consideration of the sale of the Sydney basin airports. Following the Government's announcement in March 2000 to proceed immediately with the sale of Sydney Airport, we provided extensive support to the Office of Asset Sales and Commercial Support (OASACS) to ensure that the sale process met the objectives and requirements of the *Airports Act 1996*. We also supported OASACS in its sale of Essendon Airport.

Canberra Airport Upgrade

Airports Division undertook negotiations and made arrangements with the operator of Canberra Airport to implement the Government's decision to upgrade the Airport to international wide-bodied jet standard. The upgrade of the Airport will enable VIP B747 aircraft to fly directly to Canberra.

Aircraft Noise

Airports Division worked with the International Civil Aviation Organisation Committee on Aviation Environment Protection (CAEP) on its development of aircraft noise standards, aviation engine emissions policy and environment-related aircraft operational practices. At the fifth CAEP meeting held in Montreal in January 2001 member States, including Australia, agreed to a new aircraft noise standard for subsonic jet aircraft that would apply to new prototypes of jet aircraft certificated from 1 January 2006. Over time the new standard will lead to substantially decreased aircraft noise.

Environmental Regulation

The lessees of 20 Federal airports have developed environment strategies that have been approved by the Minister for Transport and Regional Services. The strategies encompass measures to prevent or minimise:

- environmental pollution at airport sites;
- impact on biota or habitat; and
- interference with sites of heritage value or sites of significance to Aboriginal or Torres Strait Islander people.

AUSTRALIAN TRANSPORT SAFETY BUREAU

Contact: Kym Bills
Executive Director
Australian Transport Safety Bureau
Phone: (02) 6274 6456
Email:
kym.bills@atsb.gov.au.

Overview of Performance

A key transport objective of the Government is to maintain and improve safety. The Australian Transport Safety Bureau (ATSB) contributed to this objective by undertaking investigations, research and analysis, administering the Black Spot Program and publicising key safety data and findings.

We also encouraged preventive action and, where necessary, made recommendations based on transport investigations with a view to improving levels of safety for passengers, transport professionals, the general public and freight, as well as to reduce the community costs of transport accidents. We completed our road safety research management program and achieved our targets for the publication of road safety statistical information.

In January 2001 ATSB was accepted as a member of the International Transportation Safety Association (ITSA). The ATSB website, www.atsb.gov.au, continued to be highly popular, increasingly comprehensive and user friendly. We met requests for 8878 items of safety information in a timely fashion.

Major Issues and Highlights, 2000–01

Aviation Safety

ATSB published 103 reports on aviation investigations in 2000–01, well below the capacity estimate of up to 230 in the *Portfolio Budget Statements 2000–01*. The main reason for this was the decision to reclassify minor occurrences where investigation could not be justified as the best use of available resources. However, these occurrences were entered into ATSB's safety database.

In 2000–01 we published air safety investigation reports of significant public interest, including a report of the systemic inquiry into the AVGAS fuel contamination and the accident investigation report into the QF1 Bangkok 747 runway accident. Important safety recommendations issued included those related to the maintenance problems of Ansett 767 aircraft.

Marine Safety

ATSB published seven reports on marine investigations in 2000–01. Of significant public interest was the Marine Investigation Unit (MIU) report into the grounding of the Malay flag *Bunga Teratai Satu* on Sudbury Reef south of Cairns on 2 November 2000. ATSB's MIU continues to be active in the International Maritime Organisation, particularly in the areas of ship fires, lifeboat accidents and the analysis of casualties involving groundings and collisions. MIU chairs the Marine Accident Investigators International Forum.

Rail Safety

ATSB made progress during 2000–01 in developing a national rail safety occurrence database. We expect that the database will be operational in 2001–02. ATSB's rail safety staff were heavily involved in developing Commonwealth multi-modal safety investigation legislation. ATSB also assisted Standards Australia to develop rail investigation guidelines. At the request of the Victorian Minister for Transport, through the Victorian Department of Infrastructure, ATSB has been investigating a derailment involving the Xpress passenger train at Wodonga in April and an accident at Footscray in June.

Road Safety

ATSB coordinated the National Road Safety Strategy for 2001–10 and the National Road Safety Action Plan for 2001 and 2002, which were launched by Ministers comprising the Australian Transport Council in November 2000. The new strategy has a national target of a 40 per cent reduction in the road fatality rate over 10 years, from 9.3 deaths per 100 000 population to 5.6.

In administering some 440 Black Spot Road Safety Program projects across Australia, ATSB assisted the Government in reducing the national road toll through improvement in road conditions in critical areas. The Bureau of Transport Economics conducted an evaluation of the program, and the results were published in August 2001.

We undertook 51 vehicle safety investigations to assist the Treasury under the Trade Practices Act and monitored the effectiveness of 111 vehicle safety recalls.

Senator the Hon. Ron Boswell, Parliamentary Secretary to the Minister for Transport and Regional Services, released a number of ATSB's road safety research and statistical reports throughout the year. These reports included:

- the expert group on fatigue report, 'Options for Regulatory Approach to Fatigue' in *Drivers of Heavy Vehicles in Australia and New Zealand*;
- Novice Driver Safety Information; and
- the report on Bull Bars and Road Trauma.

AVIATION DIVISION

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Overview of Performance

The Government's objectives in aviation embrace a wide range of domestic and international issues. Domestically, it is concerned to ensure safe, efficient air services for the Australian community. Internationally, its objective is to ensure that Australians have maximum access to overseas markets and service providers, in relation to both passenger and freight transport, through the freeing up of trade.

Accordingly, Aviation Division has played an important role in enhancing the quality of domestic aviation services through:

- further improvements in our safety arrangements;
- improved services to regional and remote areas; and
- the protection of consumer interests, which includes measures to enhance carriers' liability obligations and to protect the security of passengers.

We have continued our pursuit of greater access to overseas markets, achieving further progress in the liberalisation of aviation services, including the finalisation of our first open skies agreement.

A number of events during the year, including the grounding of Ansett's Boeing 767 fleet on 12 April 2001, focused public

attention on the regulation of aviation safety in Australia and the role of the Civil Aviation Safety Authority (CASA). We worked closely with industry and CASA to facilitate a better understanding of roles and responsibilities within the Government's aviation safety framework.

Major Issues and Highlights, 2000–01

Bilateral Aviation, Consultations and Agreements

On 20 November 2000, Australia's first open skies air services agreement was concluded when our Minister and the New Zealand Minister for Transport, Mark Gosche, signed a memorandum of agreement in Melbourne. The agreement removes all impediments to Australian and New Zealand carriers operating trans-Tasman, domestic and beyond services from either country, subject to the necessary safety approvals.

We concluded new access arrangements with 14 other bilateral partners, with increased levels of liberalisation. In relation to freight, open skies arrangements are now a standing offer to Australia's bilateral partners. Dedicated freight capacity is unconstrained between Australia and 22 other countries.

Policy Development and Implementation

Australia is pursuing liberalisation of air services in the World Trade Organisation and put Australia's case for the expansion of the Air Services Annex to the Council on Trade in Services at two special meetings in Geneva in late 2000.

International Civil Aviation Organisation

DoTRS led the Australian delegation to the third meeting of the International Civil Aviation Organisation (ICAO) Facilitation Panel in Montreal and played a major role in the Panel's work, which is concerned with enhancing the movement of passengers and freight through international airports.

Consumer Protection

We undertook a number of initiatives during the year to advance the interests of aviation consumers. These included the release in January 2001 of a departmental discussion paper, dealing with the ratification of the Montreal Convention 1999, and proposing enhanced liability protection for passengers. The *Damage by Aircraft Act 1999*, which came into force on 8 November 2000, improves compensation for third parties on the ground who suffer death, injury or damage from aircraft. In January 2001 we circulated to industry a discussion paper on the adoption of an Aviation Family Assistance Plan, the aim of which is to ensure that in the event of a major accident, all airlines operating to, from and within Australia are able to fulfil their responsibilities to passengers and families of passengers.

Coordination of the Use of Satellite Technology

The Australian Global Navigation Satellite System (GNSS) Coordination Committee developed a draft national strategic policy on GNSS. When finalised, the policy will assist in achieving coordinated, efficient use of GNSS technology in transport and non-transport sectors.

Aviation Safety

We worked closely with CASA in pursuing a number of mutual objectives. These included:

- the development of a new suite of regulations to govern the provision of air traffic, rescue and firefighting services at airports, expected to be implemented in late 2002; and
- negotiations with the US regarding the establishment of a Bilateral Aviation Safety Agreement.

The first stage of the bilateral agreement was a US assessment of CASA, which was favourable, and the next step is a return visit by CASA to assess the compatibility of the US system.

Remote Air Service Subsidy Scheme

Following the Government decision to provide an additional \$5.2 million for the Remote Air Service Subsidy scheme over four years from 2000–01, DoTRS has let new contracts for continuation of passenger services (involving over 200 remote communities). We are now in the process of expanding the scheme to include additional communities. We have extended the scheme's quality, as well as range, by ensuring passenger services are provided on all routes.

Sydney 2000 Olympics

DoTRS played an important advisory role in relation to the planning and implementation of aviation facilitation and security requirements for the Sydney 2000 Games held in September–October 2000. The overwhelming success of Sydney Airport's handling of Olympic arrivals and departures was testimony to the work of many Commonwealth and State agencies

and the aviation industry. We were pleased to play a part in the resounding success of the Sydney 2000 Games.

BUSINESS AND INFORMATION SERVICES GROUPS (FORMERLY CORPORATE)

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Overview of Performance

Business Group and Information Services Group provided administrative, financial, legal, and information and people management services to the Department's Divisions to facilitate their delivery of business outputs and administered items.

In accordance with Government policy and to improve the cost-effectiveness of services that DoTRS delivers, Business Group is undertaking the market testing of corporate services, as well as managing a number of business process improvement projects as part of its Output Pricing Review.

Major Issues and Highlights, 2000–01

Market Testing of Corporate Services

In response to the Government's policy of market testing corporate services, Divisional Support Units and the Corporate Division

combined on 21 May 2001 to form Business Group and Information Services Group. This reorganisation rationalised functions, provided centralised service delivery and responded to the increased demand for information technology support. For more information, see Part 4 – ‘Competitive Tendering and Contracting’.

Output Pricing Review

An Output Pricing Review was initiated during the year in response to the Government’s requirement for DoTRS to enter into a ‘multi-year’ pricing agreement for the provision of its outputs from 2002–03.

The review revised the accrual outcome and outputs framework, developed an Activity Based Costing system, inspected the departmental performance management framework and commenced an examination of the major departmental processes.

By the end of 2001, all reviews will have been completed and the departmental executive will have considered the recommendations regarding further process re-engineering, structural adjustment and possible technology investment.

Human Resource Management

Active human resource management continued to be a characteristic and major strength of DoTRS. Key achievements included:

- further development of the ‘Results Through People’ management framework;
- updating the *Secretary’s Statement of Future Skills Requirements*; and
- improvement in the reporting of people management information.

‘Leadership’ was a prominent theme. We:

- implemented a Leadership Program;
- investigated diagnostic and feedback tools, such as 360-degree feedback for implementation in 2001–02; and
- have been developing a leadership profile.

Further details on these activities are provided in Part 4.

Information Technology and Telecommunications

The Department’s Information Technology and Telecommunications (IT&T) operations continued to be provided and managed by Advantra Pty Ltd, as the Department’s primary external IT&T service provider. A small team remains in-house to handle policy, security, strategy, management of out-of-scope services, advice on IT&T issues and management of IT&T contracts.

Advantra and departmental staff continue to work together to foster a positive working relationship. There were, however, some instances where DoTRS exercised its contract rights to impose service penalties against Advantra for periods of disruption.

Advantra completed its rollout of the new Standard Operating Environment in May and decommissioned the BANYAN Vines network afterwards. The new Standard Operating Environment provides DoTRS with an industry standard network environment with improved features.

Online Strategy

DoTRS is committed to the priorities outlined in the *Government Online Strategy*, and to adopting online technologies to provide better services and improve business

practices. We published our Online Action Plan, required under the Strategy, and achieved its milestones for 1 December 2000 in relation to forms online, payment of suppliers by electronic funds transfer and new standards for our website(s). We are working to implement other e-commerce solutions for activities such as procurement and revenue collection. The Plan is available at <http://www.dotrs.gov.au/dept/oap.htm>.

The *Government Online Strategy* has also provided the impetus to extend the concept of readily accessible information on government services using a *regional entry point*. We are working collaboratively with other Commonwealth agencies on the *regional entry point* to enable people to interact with government via the Internet without needing to understand the details of how government is structured and the roles and responsibilities of different agencies.

Financial and Budget Management

Substantial work was carried out this year in further enhancing the Department's financial and budget management systems and processes. Major areas of activity included:

- commencement of an upgrade of the Department's SAP-based financial and human resource management systems to version 4.6C (planned to be completed early in the new fiscal year);
- review of accounting policies with the aim of new asset accounting policies and revised Chief Executive's Instructions; and
- enhanced internal reporting and accounting systems controls.

The SAP upgrade will enable DoTRS to capitalise on its existing investment in the SAP system, to further improve its internal and external reporting arrangements, and to enable the production of enhanced business systems.

Relocation of Departmental Headquarters

DoTRS finalised the relocation of its Canberra-based staff to new refurbished premises and the majority of staff are now co-located at 111 Alinga Street, Canberra City. The Australian Transport Safety Bureau has relocated to a completely refurbished building at 15 Mort Street. New laboratories and data analysis rooms were provided for ATSB as part of the project.

CROSS-MODAL AND MARITIME TRANSPORT

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Overview of Performance

Government objectives for cross-modal and maritime transport include enhancing Australia's international competitiveness through integrated, seamless, accessible and sustainable transport systems. In particular, transport and logistics systems need to make use of new technologies and be responsive to community needs, enabling Australian business to compete in global and regional, as well as domestic, markets.

To this end, Cross-Modal and Maritime Transport Division increased its focus on the

freight logistics industry and transport linkages with Australia's major trading partners. It has also assisted the maritime sector improve its productivity, with significant gains being made in the areas of stevedoring and increasing coastal freight by international shipping. The maritime sector is now sufficiently efficient to provide some significant competition to the road and rail sectors and help facilitate seamless transport links throughout the entire chain.

Major Issues and Highlights, 2000–01

Australian Freight Transport Logistics Industry Action Agenda

Action agendas are key elements of the Government's policy of building partnerships with industry to achieve sustainable economic growth in a competitive global environment. In 2000, the Minister announced the development of a new Action Agenda for the Australian freight transport logistics industry to address impediments to growth and develop a national plan of action to achieve a sustainable, internationally competitive freight transport logistics industry.

The Minister appointed the Steering Committee for the Action Agenda in January 2001. It represents a diverse range of industry expertise, including leading transport operators and logistics specialists, and major customers of freight transport logistic services. The Committee had its first meeting in February 2001 and identified three focus areas – business process re-engineering, education and training, and industry directions. Working Groups have been established to examine the three areas in detail and report findings back to the

Steering Committee.

Great Barrier Reef Review

In November 2000 the Minister released the terms of reference for a review of actions to improve ship safety and pollution prevention in the Great Barrier Reef. The review is to build on existing measures aimed at protecting the reef's unique environment from possible damage by shipping activities and at minimising the risk of ship-sourced pollution.

The Australian Maritime Safety Authority is coordinating the review, in consultation with the Queensland Department of Transport, Great Barrier Reef Marine Park Authority and DoTRS. A steering committee comprising senior officials from these agencies is overseeing the review and addressing legal, technical, operational, commercial and indigenous issues involved. Input is being sought from interested parties, including maritime industry, environmental groups, indigenous communities and other relevant Commonwealth and Queensland departments and agencies. The steering committee's final report is to be presented early in 2001–02.

International Activities

The Minister visited China, 8–12 April 2001, and signed a memorandum of understanding on cooperation in the transport sector with the Senior Executive Vice Chairman of the State Development Planning Commission, Mr Zhang Guobao. This provided for the establishment of a Joint Working Group on Transport, which will be a useful forum for Australian–Chinese dialogue and

cooperation. The first of many projects to be undertaken by the Joint Working Group is a demonstration project that will design a single electronic port and customs manifest and trial it for a year between an Australian and Chinese port. Related memoranda were also signed with the:

- Ministry of Communications on cooperation in highway and waterway transport;
- Ministry of Railways on cooperation in rail transport; and
- Aviation Safety Office of the General Administration of Civil Aviation of China on cooperation in aviation safety investigations.

The International Symposium on Safer Shipping in the APEC Region was held in Sydney, 6–7 March 2001. It was organised and chaired by DoTRS on behalf of the APEC Transportation Working Group, and funded by APEC and DoTRS.

Sixty recommendations which will form the basis for a draft ministerial statement on safer shipping in the APEC region were put forward for consideration by APEC Transportation Ministers at their next meeting.

ECONOMIC RESEARCH AND ENVIRONMENT (INCORPORATING THE BUREAU OF TRANSPORT ECONOMICS)

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Overview of Performance

The Government has sought to improve understanding of the economic factors influencing the transport sector and regional Australia, and to achieve transport systems which are sustainable.

To this end, the Bureau of Transport Economics (BTE) completed several research projects, and disseminated a range of other information products. The BTE Transport Colloquium provided a forum for discussion of a wide range of current and potential future transport policy issues in the areas of transport safety, infrastructure investment, local roads, regional aviation, salinity and greenhouse.

The Environment Group provided advice to Ministers and worked with industry on several key environment policy issues affecting this portfolio: these included the preparations for, and outcomes of, international climate change negotiations and domestic measures to reduce greenhouse gas emissions. The Environment Group also worked with other Commonwealth agencies to ensure a strategic approach to environmental issues, such as dryland salinity and water quality which have impacts across sectors and regions and the Government's Fuel Taxation Inquiry. The Group has also worked with State and Territory agencies to progress the implementation of the National Greenhouse Strategy and to further approaches to sustainable transport through the National Transport Secretariat's work for the Australian Transport Council in this area.

Major Issues and Highlights, 2000–01

Bureau of Transport Economics Publications

BTE publications in 2000–01 were:

Report 103, *Economic Costs of Natural Disasters in Australia*

Working Paper 44, *Spending on Local Roads*

Working Paper 45, *Brisbane–Melbourne Rail Link: Economic Analysis*

Working Paper 46, *Regional Impact of the Port of Mackay*

Working Paper 47, *Regional Impact of the Port of Gladstone*

Information Sheet 17, *Freight between Australian Cities*

Waterline (four issues)

The Bureau also circulated draft reports on *Transport and Greenhouse* and on *Regulation of Infrastructure: Impacts on Investment*.

Economic Costs of Natural Disasters in Australia (Report 103)

This report provided a first step in better understanding the costs of natural disasters in Australia. A framework for estimating the costs of natural disasters was established.

The report estimated that 265 disasters occurred between 1967 and 1999 and cost the Australian community \$37.8 billion in 1999 prices, at an average cost of \$1.1 billion per year or \$85 per person per year.

Spending on Local Roads (Working Paper 44)

This report presents results of BTE research on local road funding.

For 1997–98, the most recent year for which complete data is available, the study results show that:

- Council spending on local roads totalled \$2.7 billion – \$1.4 billion in city areas and \$1.3 billion in country regions.
- Funding came from four sources: Commonwealth roads grants (13 per cent), State grants (11 per cent), the private sector (5 per cent), and councils' own funds (71 per cent). (The private sector figure is uncertain because of data problems and may be lower.)

Brisbane–Melbourne Rail Link: Economic Analysis (Working Paper 45)

Australian Transport & Energy Corridor Ltd (ATEC) completed a pre-feasibility study of a new rail corridor linking Melbourne and Brisbane and passing through a number of regional centres. The ATEC study considers the financial viability of the project by comparing benefits and costs for private sector investors.

The Bureau undertook an economic benefit–cost analysis of the project. The net present value was estimated to be over \$8 billion, with a benefit–cost ratio above six, at a 4 per cent discount rate. The analysis relies significantly on information and estimates contained in the ATEC financial pre-feasibility study.

Environment Group

The Environment Group:

- participated in development of policy options as part of the National Transport Secretariat's project 'Improving the environmental performance of the transport sector';

- began consideration of options for the Energy Grants Credits Scheme to replace the Diesel and Alternative Fuels Grants Scheme and the Diesel Fuel Rebate Scheme;
- worked with the aviation industry and international aviation and climate change bodies considering options to mitigate the impact of aviation on climate change;
- managed the Department's responsibilities under the National Greenhouse Strategy; and
- managed the Department's interests in relation to the natural resource management reforms, including the National Action Plan on Salinity and Water Quality.

EXECUTIVE SERVICES GROUP

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Overview of Performance

The Executive Services Group (ESG) was established in December 2000 to provide support to the Department's Executive, Ministers and Parliamentary Secretary.

ESG provided a wide range of support services to assist in the Department's delivery of its outputs.

Major Issues and Highlights, 2000–01

Standing Committee on Transport Review

Arising from a decision of Ministers at the November 1999 meeting of the Australian Transport Council (ATC), a comprehensive review of the direction and performance of ATC and its supporting senior officials, the Standing Committee on Transport (SCOT), was undertaken. The review included an examination of the structure and content of ATC and SCOT agendas, with a view to focusing more on key strategic issues of national importance, as well as an examination of the ATC's subordinate committee structure and business processes.

Initiatives aimed at improving the quality of support provided to ATC by SCOT and its substructure were endorsed and progressively implemented following completion of the review in October 2000. The effectiveness of the new arrangements will be monitored by SCOT to ensure Ministers' expectations continue to be met.

Corporate Governance Review

In April 2001 ESG commissioned an external review of the Department's internal governance arrangements to determine gaps in process and structures and obtain advice on improving the overall efficacy of the governance arrangements. The review, which was not completed within the year, found that the Department's governance arrangements were soundly based but that some additional measures may be needed to fully capitalise on the work to date. Areas which need additional focus will be addressed in the final component of the work, which will be completed in 2001–02.

LAND TRANSPORT

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Overview of Performance

Government priorities for land transport are to improve accessibility, environmental sustainability and safety.

To meet these objectives during 2000–01, the Land Transport Division delivered a range of transport policies, administered various road and rail infrastructure programs, and monitored the facilitation and regulation aspects of the road and motor vehicle industries.

Of note were our roles in leading-edge research into crash test standards to improve motor vehicle safety, in road transport reform and in improvements in the trucking industry.

In addition, we successfully managed the commencement of the Roads to Recovery Program by developing a secure website and email system to enable electronic funds transfer and interaction with over 700 councils throughout Australia. We also commenced work on a scoping study for the Government on the options for an east coast very high-speed train network.

Major Issues and Highlights, 2000–01

Australian National Audit Office Audit – Management of the National Highways System Program

During 1999 and 2000, the Australian National Audit Office conducted a performance audit of the Management of

the National Highways System Program. The final report of the audit was tabled on 8 February 2001. The report contains six recommendations, five about program administration, which DoTRS has accepted, and one about the administration of the relevant legislation, which is being addressed.

The key issue raised by the report was that DoTRS failed to declare the full extent of funds credited to the Australian Land Transport Development Special Account (the ALTD Account) under the hypothecation provisions of the *Australian Land Transport Development Act 1988* (the Act). Under the Act a certain proportion of excise on petrol and diesel fuel is earmarked for expenditure on programs. Unless the Minister administering the Act determines another rate, a default charge rate of 4.95 cents per litre applies. A different rate had not been determined by successive Ministers since 1993–94. This meant that by operation of the legislation, more money was credited to the ALTD Account than was spent on programs funded under the Act. Although there is no legal requirement to spend all the money credited to the ALTD Account, the annual reports of the ALTD program should have correctly reported the full balance of the Account rather than just the amount expended under the ALTD program.

The unspent credit does not mean that there has been a shortfall in road funding. Over the years since the Act was introduced, governments have made decisions to fund road programs, formerly funded under the Act, through other programs and legislation. Governments have, since 1994–95, spent \$2.9 billion more

on roads than the amount credited to the ALTD Account under the hypothecation provisions over that period.

To remove the excess credit to the ALTD Account, determinations under the Act to ensure that the amount credited to the account is equal to the expenditure under the Act have been made for the years 1994–95 to 1999–2000. These determinations brought the balance of the ALTD Account to zero as at 30 June 2000.

Sydney/Canberra Very High-Speed Train

In December 2000 the Commonwealth Government announced the termination of the Sydney–Canberra very high-speed train (VHST) tender process on the grounds that it was not convinced that the Speedrail consortium’s bid met the ‘no net cost to government’ criteria.

However, the Commonwealth Government believes that very high-speed rail could be part of Australia’s transport future. Accordingly, it announced it would negotiate with the States and the ACT to undertake a comprehensive scoping study examining options for an east coast VHST network, linking Melbourne, Sydney, Brisbane, Canberra, and major regional and coastal centres along the route. DoTRS is managing the scoping study.

Vehicle Safety Standards

In December 2000, Land Transport Division hosted a workshop in Melbourne to provide an opportunity for international vehicle safety researchers to review the performance characteristics and handling procedures of the recently developed advanced side impact dummy. We also finalised a study into the effects of key parameters on the

outcome of side impact testing, including choice of test dummies, direction of impact, impact speed and a number of design features of the crash barrier used to deliver the impact. We presented the results at the Enhanced Safety of Vehicles conference in Amsterdam in June 2001.

Following an announcement by the Government in May 2000, we have continued to ensure that used imported vehicles being supplied to the Australian market for the first time meet all applicable requirements. The new arrangements include implementation of a Registered Automotive Workshop Scheme, which will require that all used vehicles imported into Australia meet Specialist and Enthusiast Vehicle Scheme criteria. The legislation for implementation of the schemes was introduced into Parliament in June 2001.

Road Transport Reform

Land Transport Division continued to work with the National Road Transport Commission (NRTC) and the States and Territories to progress national road transport reforms. In particular, the Commonwealth emphasised the importance of progressing two key reforms in the Third Heavy Vehicle Reform Package, which was endorsed by the Australian Transport Council in May 2000. These key reforms are the:

- Heavy Vehicle Driver Health and Safety Reform, which focuses on driving hours and fatigue management; and
- Compliance and Enforcement Reform.

These reforms are pivotal to improving safety standards and extending the concept of ‘chain of responsibility’ throughout the

supply chain. To assist with fast tracking the Compliance and Enforcement Reform, the Commonwealth made a \$100 000 contribution to the NRTC. The Commonwealth also secured a contribution of \$90 000 from the Workplace Relations Ministers Council to add to \$130 000 previously contributed by the Commonwealth for the Reform.

The Commonwealth reached agreement with NSW for the implementation of higher mass limits on the Newell Highway from 1 July 2001. This will provide a continuous route for vehicles with 'road-friendly' suspensions to carry heavier loads from Victoria to Queensland resulting in productivity gains for industry and savings for business and consumers. The Commonwealth has taken a lead role in encouraging national implementation of higher mass limits and is continuing to work with States and Territories to extend available routes.

REGIONAL SERVICES, DEVELOPMENT AND LOCAL GOVERNMENT

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Overview of Performance

The Government's objectives for Australia's regions include enhancing the economic prosperity, employment prospects and social well-being for people in regional, rural and

remote communities, and providing services and lifestyles comparable with those experienced by most Australians. This involves supporting regional communities in defining and prioritising their needs, and collaborating in building self-sustaining regions and communities.

Regional Services, Development and Local Government Division contributed to the Government's objectives by consulting with regional communities to identify areas of concern, and addressing these in partnership with Commonwealth agencies, State, Territory and local governments and the private sector.

The Division played a significant role in working across Commonwealth Government agencies and with other levels of government to encourage an integrated policy and program response to Australia's regions. This included initiatives such as GrantsLINK and streamlining and improving access to information about the full spectrum of government services and resources available to regional Australia.

A key initiative developed during the year was the Regional Solutions Program, aimed at assisting regional communities to develop innovative approaches to structural adjustment, infrastructure provision, resource management and service delivery. The Northern Australia Forum was another such initiative and created awareness of northern Australia's potential as an investment location. These initiatives complemented the intergovernmental framework of principles for regional development, agreed between the three levels of government.

Major Issues and Highlights, 2000–01

Regional Solutions Program

The Regional Solutions Program is a Commonwealth Government initiative to help regional and rural communities find local solutions to local challenges. The program is based on flexibility and the belief that the ‘one size fits all’ approach is not the answer for capacity building in regional Australia. The program provides some \$86 million over four years to enable communities to put into action development projects that will lead to stronger local economies and improved access to services. Since the Regional Solutions Program was launched on 27 October 2000, about 1000 applications for funding have been received.

More Accessible Government

The *more accessible government* initiative aims to improve access to grant programs and streamline grant administration, particularly for regional, rural and remote communities. The process furthers collaborative work by Commonwealth Departments to achieve these outcomes.

GrantsLINK is the first product of the *more accessible government* initiative. GrantsLINK is an innovative new website that offers all communities the grants information they need, including advice on preparing applications. GrantsLINK was developed to assist communities to find a clear path through the many Commonwealth grants programs. GrantsLINK makes access easy, fast and straightforward, by bringing together grant information from across the Commonwealth into one website – www.grantslink.gov.au. Grants application forms have also been simplified.

Rural Transaction Centres Program

The Rural Transaction Centres (RTC) Program is a Commonwealth Government initiative to assist people living in smaller rural towns to have the same access to basic services that people in larger towns and cities take for granted, including Commonwealth, State and local government services as well as banking, postal and other services needed by the community. In 2000–01, the RTC Program funded 75 business plans and 64 project assistance grants. A Field Officer Network was established in late February 2001 to work with communities to facilitate the development of business plans, negotiate agreements with potential service providers and assist in the establishment and operation of centres.

Framework for Cooperation

The Division chaired the Commonwealth, State, Territory and Local Government Regional Development Task Force. It coordinated and organised a meeting of Commonwealth, State and Territory Regional Development Ministers and the Australian Local Government Association (ALGA) for November 2000. The Ministers and ALGA agreed to a framework for increasing cooperation and collaboration between all levels of government on regional development matters. The framework set out the roles of each sphere of government in regional development and the principles governments will adopt to achieve better economic, social and environmental outcomes for regional Australians.

TERRITORIES AND REGIONAL SUPPORT DIVISION

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Overview of Performance

The objective is for Territories which provide for their residents the same level of services, responsibilities and opportunities as is enjoyed by Australians in comparable communities. Accordingly, the Territories and Regional Support Division focuses on delivering services at State and local government level to regional and Territory communities and on administering programs that support them.

In 2000–01 the Division developed and provided special flood relief programs to communities affected by the November 2000 floods in northern NSW and southern Queensland, and to communities on the NSW north coast severely flooded between January and March 2001. These programs have provided essential assistance in restoring the communities.

Major Issues and Highlights, 2000–01

Jervis Bay Territory

DoTRS continued to advance social justice issues in the Jervis Bay Territory through the Justice Issues Group. A Canberra Institute of Technology accredited course was held during the year to train volunteers for an Aboriginal Interview Friend Program. This program is designed to provide support and

assistance to indigenous people who have been taken into police custody.

A Jervis Bay Territory Liaison Group involving the Wreck Bay Aboriginal Community Council, HMAS Creswell, Jervis Bay Territory Administration, Parks Australia, Jervis Bay School and the Australian Federal Police (Jervis Bay) was formed. This Group has a focus on community-building activities.

Indian Ocean Territories

Following the 1999 Commonwealth Grants Commission Report on the Indian Ocean Territories, an additional \$2.9 million in funding was made available from 2000–01 to provide the equivalent of State-type services and assistance grants available on the mainland. Funding was also committed from 1999–2000 to continue the capital works upgrading program that commenced in 1992. This upgrading program will continue until 2003–04.

The role of Western Australian agencies in the provision of services to the Territories has increased in line with the Commonwealth objective of providing services at standards and levels comparable to those of similar mainland communities. For example, water and sewage services on both Cocos (Keeling) Islands and Christmas Island are now provided by the WA Water Corporation.

Improvements in telecommunications services to the Territories have been made possible by funding provided through the Networking the Nation Program (\$310 000 to the Cocos (Keeling) Islands and \$283 000 to Christmas Island), and the Cocos (Keeling) Islands top-level Internet domain name trust fund (Dot CC).

We have entered into a contract with National Jet Systems to provide scheduled air services between the Indian Ocean Territories and the Australian mainland. Services have increased to twice a week for both Territories.

Proposed Space Launch Facility for Christmas Island

The Government announced on 22 June 2001 that up to \$100 million is to be provided through the Strategic Investment Initiatives Program to enable Asia-Pacific Space Centre to establish a space launch facility on Christmas Island.

In support of this project, funding is being provided for common use infrastructure involving upgrading of the Island's airport and provision of an alternate port facility. These projects will be delivered through the Department's capital works program for the Island.

Norfolk Island

The Commonwealth and Norfolk Island Governments are currently working on the joint Norfolk Island Land Initiative that will see, wherever possible, Norfolk Islanders, like other Australians, owning the land on which they live or operate their business.

At the intergovernmental meeting in June 2000, the Minister for Regional Services, Territories and Local Government announced the Commonwealth's in principle agreement to withdraw from ownership of certain types of Crown land on Norfolk Island. Land in the Kingston and Arthur's Vale Historic Area and the Norfolk Island National Park is not included in the Land Initiative.

The Commonwealth and Norfolk Island Governments have continued throughout the year to work together to review the Norfolk Island Plan, and to develop a local heritage regime, plans of management for public reserves, and road, building and health codes. The Commonwealth has also engaged environmental consultants to assess what, if any, national environmental significance under the *Environment Protection and Biodiversity Conservation Act 1999* may exist on Crown leasehold land identified for future transfer.

Regional Flood Mitigation Program

Recognising the need to address the problem of repeated flooding in rural towns and regional centres, the Commonwealth Government announced the Regional Flood Mitigation Program in May 1999, in partnership with the States, Territories and local government. The Commonwealth Government provided \$20 million over three years. Under the general funding arrangements, the Commonwealth contributes one-third of project costs. States are required to at least match Commonwealth funding, and may contribute more, with local authorities meeting the balance of project costs.

In the 2000–01 Budget, the Commonwealth Government announced a new \$40 million program over four years to assist State and Territory Governments and local agencies reduce the risk and damage caused by floods in regional, rural and outer metropolitan areas of Australia. This will have significant benefits for the safety, economic prosperity and employment of people in those parts of Australia most prone to floods and cyclones. The three

levels of government will be working together to more effectively reduce the vulnerability of communities at risk by extending the program to outer metropolitan areas, increasing the quantum of funds available for mitigation, and committing funds over a four year period from 2001–02.

Federal Flood Recovery Fund

In November 2000, the Commonwealth Government announced a \$10 million Flood Recovery Fund to provide extra support to the rural and regional communities in the severely flood-affected areas of central and northern New South Wales and southern Queensland. The Fund was in addition to Federal assistance under the Natural Disaster Relief Arrangements.

Local Government Authorities, Aboriginal communities and incorporated, not-for-profit community service organisations, groups and clubs were eligible to apply for grants for *clean-up of public and community facilities*, the *provision of community services* to meet the demand created by the floods and

for *community facilities reinstatement and reconstruction*.

Access to the fund was extended to the communities that were severely flooded between January and March 2001.

Commonwealth Flood Assistance Package – Business Grants

In November 2000, the Commonwealth Government announced grants of up to \$10 000 to reimburse for the cost of cleaning up small and medium businesses inundated by flood waters in the November floods in central and northern New South Wales and southern Queensland.

Eligible costs for reimbursement include cleaning, hiring cleaning equipment, replacing floor coverings, restocking and repairing fixtures and fittings.

Access to the grants was extended to businesses in the communities that were severely flooded between January and March 2001 on the New South Wales north coast.

DETAILED PERFORMANCE REPORTS

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Link to Portfolio Outcome

DoTRS provides policy advice and other services to its Ministers with respect to:

- all modes of transport and infrastructure,
- Australia's Territories and local governments, and
- the development of, and services to, regional, rural and remote communities.

OUTPUT 1.1 – POLICY ADVICE AND MINISTERIAL SERVICES

An overall performance target for all the following activities is that they are 'in accordance with the Ministers' standard performance measures for policy advice'. These performance measures are:

- consistency with Government's desired outcomes;
- clarity of purpose;
- sound reasoning and provision of supporting evidence;
- accuracy;
- options;
- consultation;
- practicality and relevance;
- timeliness; and
- cost.

Evaluation of performance is based on the satisfaction of stakeholders, cost and timeliness.

Integrated and Cross-Modal Transport and Infrastructure

1. Provide strategic advice to Ministers on integrated transport options, facilities and directions

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Facilitate implementation of national accessible transport policies. • Advise on land transport infrastructure, including private sector participation. • Reduce barriers for competition within, and between, modes of transport. • Advise on Intelligent Transport Systems (ITS): <ul style="list-style-type: none"> – Manage Commonwealth implementation of the national ITS strategy, ‘e-transport’; – Represent Commonwealth in national Intelligent Access project; – Participate in work of ITS Australia. 	<p><i>Quality:</i> To facilitate achievement of Government’s integrated and long-term transport objectives.</p> <p><i>Timeliness:</i> Meet targets set under national ITS strategy for Commonwealth action.</p>

Contributing Division(s): Land Transport

Performance Achieved

To increase Australia’s competitiveness through efficient, reliable transport services to individuals and business at reasonable cost, and to provide for community and personal accessibility, we:

- commenced drafting legislation to amend the *Disability Discrimination Act 1992* to allow for the tabling of Disability Standards for Accessible Public Transport which have been developed to assist Australians with a disability to move actively through the community using public transport services;
- provided advice, including consideration of private sector participation in the funding of infrastructure, for the Western Sydney Orbital, Scoresby Freeway and Toowomba Range Crossing;
- were involved in the organisation of the 8th ITS World Congress in Sydney in September 2001 which contributed to the implementation of ‘e-transport’; and
- were an active participant in the Intelligent Access project and in the ongoing work of ITS Australia.

2. Advise Ministers on cross-modal measures and projects

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Encourage continued integration of export logistics activities on a through-chain basis for targeted industries (e.g. perishable produce). • Reduce gaps, anomalies and counterproductive duplication of regulations, standards and codes of practice which impair effective supply chain management. • Promote uptake of online services to facilitate improved freight management performance (including e-commerce, and quality control of freight in transit). 	<p>DoTRS will manage and/or contribute to several projects relating to:</p> <ul style="list-style-type: none"> • continued development of the Australian Freight Council Network; • through-chain temperature monitoring for perishable goods (planned completion – August 2000); • development of a National Export Logistics Framework (planned completion – October 2000); • development of standards for refrigerated road transport (planned completion – November 2000); • evaluation of impact of logistics management quality on export price (planned completion – August 2000); • trialing e-commerce in rail transport; and • assessment of greenhouse benefits of ITS applications (planned completion – October 2000). <p>Performance of projects will be evaluated based on the satisfaction of stakeholders, cost and timeliness.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To contribute to the development of a world class logistics sector in Australia by adopting a national approach to logistics issues, we:

- paid funds to the freight councils in accordance with contractual requirements;
- met quarterly with Australian Freight Council Network officers in conjunction with the Integrated Logistics Network; and
- completed fieldwork for through-chain temperature monitoring for perishable goods and produced an initial report.

The National Export Logistics Framework was completed in December and signed off by the Integrated Logistics Network in March 2001. We completed the development of standards for the refrigerated road transport project, and these are being considered by Standards Australia.

The steering committee has extended the timeframe of the impact of the logistics management project to August 2001 to enable further data to be obtained.

E-commerce trials under the Rail Hub Project (managed by Tradegate) were successfully completed and refinements and improvements are being made in consultation with users.

Progress is being achieved through the development of the Freight Transport Logistics Industry Action Agenda.

3. Participate in international and regional forums

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Asia-Pacific Economic Cooperation (APEC). • Technical and Administrative Cooperation in Transport (TACT). • Organisation for Economic Cooperation and Development (OECD). • World Trade Organisation (WTO). • International Maritime Organisation (IMO). • Australia-Indonesia Development Area (AIDA). • Transport Working Group (TWG). • ASEAN Free Trade Area (AFTA) – Closer Economic Relations (CER). • International Civil Aviation Organisation (ICAO). • Commonwealth Local Government Forum (CLGF) – <i>(new activity not listed in 2000-01 PBS/PAES).</i> • International Union of Local Authorities – <i>(new activity not listed in 2000-01 PBS/PAES).</i> 	<p><i>Quality:</i> Australia's contribution is consistent with the forum's goals and objectives and Australia's transport and trade objectives.</p> <p>Participate in:</p> <ul style="list-style-type: none"> • three APEC meetings and up to four conferences; • one TACT meeting; • one CER-Mercosur; • two AFTA CER meetings; • two OECD Maritime Transport Committee meetings and up to four workshops; • two IMO Legal Committee meetings per year; • one AIDA TWG meeting; and • twelve safety meetings with IMO, ICAO, Marine Accident Investigators International Forum, International Society of Air Safety Investigators and the International Air Transport Association.

Contributing Division(s): Airports, Australian Transport Safety Bureau, Aviation, Cross Modal & Maritime Transport, Regional Services, Development & Local Government

Performance Achieved

To assist in the development of seamless transport systems between Australia and other countries to open up foreign markets for Australian providers of transport and related services, we participated in the following international meetings:

- APEC Transportation Working Group meetings, October 2000 and March 2001;
- APEC High-Level Symposium on Electronic Commerce and Paperless Trading, 9–10 February 2001, in Beijing;
- APEC Electronic Commerce Steering Committee meeting, 17 March 2001, in Canberra;
- OECD Workshop on Cargo Liability Regimes, 26 January 2001, in Paris. Although the debate is continuing, reasonable progress was made towards achieving consensus on policies on anti-trust immunities for liner shipping and liability regimes for the carriage of goods by sea;
- OECD Maritime Transport Committee meeting, 24–25 January 2001, in Paris;
- WTO on maritime transport services matters;
- IMO Legal Committee meeting, October 2000;
- IMO Diplomatic Conference, March 2001;
- IMO Facilitation Committee's 28th session and subsequent correspondence group, 30 October – 3 November 2000;
- Third AIDA TWG, 7–8 December 2000, in Canberra – hosted by DoTRS;
- Second biennial AFTA–CER Senior Transport Officials meeting, October 2000, in Brunei; and
- Bangkok Freight Logistics Workshop March 2001. This was the first initiative between the UN Economic and Social Commission for Asia and Pacific, ASEAN and Australia and New Zealand.

The CER-Mercosur meeting on transport cooperation was cancelled.

We attended three ICAO meetings. Australia has played a significant role in the development of aircraft noise and emissions policies that protect the interests of Australians.

To promote the exchange of safety-related material, including the outcomes of safety investigations and research in international forums we attended meetings including:

- IMO subcommittee in London, in which ATSB submitted a paper on lifeboat accidents;
- Marine Accident Investigators' International Forum, of which ATSB obtained the chairmanship;
- International Society of Air Safety Investigators world conference in Shannon, Ireland; and
- International Transport Safety Association meeting in Wellington.

The Ministers attended the fourth general meeting of CLGF in September 2000 (London). The CLGF adopted a 'Statement of Local Government Priorities for the New Millennium' which sets out key principles on democratic values and good local government, partnership, sustainable development and capacity building.

Through our attendance at the CLGF Pacific Regional Project Advisory Committee meeting in March 2001 (Vanuatu), we contributed to the development of regional collaboration and the sharing of local expertise.

We attended the International Union of Local Authorities General Assembly in May 2001 (Rio de Janeiro) to showcase the promotion of leading practice in Australia through the National Awards for Innovation in Local Government (NAILG). As part of that promotion, we are working with the South African Government (through AusAID) on development of an awards scheme based on NAILG for use in that country.

4. Provide the Ministers with advice on climate change issues as they relate to transport and regional interests

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Assess the impact of potential measures to address Australia's greenhouse emissions. • Support the Minister as a member of the Ministerial Council on Greenhouse. • Advise on progress against transport measures under the National Greenhouse Strategy (NGS). • Contribute to policies on the treatment of international bunker fuels under the UN Framework Convention on Climate Change. 	<p><i>Quality:</i> Identify in clear and timely fashion threats and opportunities for Portfolio interests from the emerging climate change agenda.</p> <p><i>Timeliness:</i> Deliver National Greenhouse Strategy Measure 5.8 (new public transport modes and technologies) by mid-2000.</p>

Contributing Division(s): Economic Research & Environment

Performance Achieved
<p>To assist the Government to develop and implement policies for responding to expected climate change, which take into account the implications for transport and regional services, and to develop and implement transport and regional services policies in the knowledge of climate change implications, we:</p> <ul style="list-style-type: none"> • maintained close engagement with the Australian Greenhouse Office in greenhouse policy measures; • worked with the National Transport Secretariat on its project 'Improving the environmental performance of the transport sector'; and • continued to explore options with State transport agencies for most effectively delivering NGS Measure 5.8.

5. Provide strategic advice to the Ministers on a range of environmental issues as they impact on the portfolio

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Facilitate sustainable transport policies. Deliver environment measures as part of 'A New Tax System Package'. Develop a Commonwealth natural resource management strategy. Prepare the portfolio to meet its requirements (in 2001) under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> for reporting against ecologically sustainable development objectives. 	<p><i>Quality:</i> Increase the portfolio's public profile on sustainable transport issues to the Ministers' satisfaction.</p> <p>Engage industry and State stakeholders on environmental issues.</p> <p>Other Commonwealth agencies and external stakeholders acknowledge the portfolio's effectiveness in reporting against ecologically sustainable development objectives under the <i>Environment Protection and Biodiversity Conservation Act 1999</i>.</p>

Contributing Division(s): Economic Research & Environment

Performance Achieved
<p>To assist the Government ensure that environmental aspects are fully considered in its decision making on portfolio issues, and that portfolio interests are taken into consideration in the development of broader environment policy initiatives, we:</p> <ul style="list-style-type: none"> have made sustainable transport issues more prominent by engaging industry and State stakeholders in the National Transport Secretariat project <i>'Improving the environmental performance of the transport sector'</i> and by liaising with community representatives on salinity issues; reported against ecologically sustainable development principles, as required by the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (see 'Environmental Performance'); and provided information on the emission performance of an Australian car fleet for a published study of comparative vehicle emissions.

6. Participate in, and provide policy support and/or secretariat services to, committees and working groups

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Commonwealth/State Integrated Logistics Network (ILN). • Tradegate ECA (Electronic Commerce Australia) Logistics Management Working Group (LMWG) and related groups. • The Australian Transport Council (ATC) and its substructure. • Supermarket to Asia Transport and Logistics Working Group. • National Oceans Ministerial Board and its substructure (NOMB). • The Australian GNSS (Global Navigation Satellite System) Coordination Committee (AGCC). • Local Government Ministers' Conference – (new activity not listed in 2000–01 PBS/PAES). 	<p><i>Quality:</i> Facilitate the deliberations of the committee and working groups to the satisfaction of the Chair and other members through relevant contributions and assistance in the consideration of various stakeholders' views.</p> <p><i>Timeliness:</i> Provide briefing and meeting papers and resolve actions within required timeframes.</p> <p><i>Participate in:</i></p> <ul style="list-style-type: none"> • two ATC meetings; • two Standing Committee on Transport (SCOT) meetings; • two Rail Group meetings; • four Australian Maritime Group (AMG) meetings; • one National Transport Secretaries' Meeting; • four ILN meetings; • two NOMB meetings; • one Albury–Wodonga Development Corporation Ministerial Council meeting; • six LMWG and related group meetings per year; and • two Austroads meetings. <p>Maintain a complete and accessible system of all records for ATC and its subgroups.</p>

Contributing Division(s): Aviation, Australian Transport Safety Bureau, Cross-Modal & Maritime Transport, Land Transport, Regional Services, Development & Local Government

Performance Achieved

To contribute to the development of internationally competitive transport outcomes for Australian industries, we participated in:

- four meetings with other State and Territory members of the ILN to progress issues to improve transport logistics: Adelaide, July 2000; Canberra, October 2000; Fremantle, March 2001; Melbourne, June 2001; and
- meetings of Tradegate ECA's LMWG and the Rail Hub Steering Committee, contributing to the coordination of activities to promote take-up of e-commerce.

To develop and promote maritime safety and environmental protection measures that reflect Australia's trade, cultural, social and environmental interests, we attended:

- four Australian Maritime Group meetings in 2000–01; and
- one NOMB meeting in March. Other issues were progressed out of session.

To facilitate the expansion of exports of Australian perishable products in the Asian region, we provided advice to the Minister regarding the activities of the Transport and Logistics Working Group. We also provided secretariat services for its meetings.

We assisted at two ATC, two SCOT and five Rail Group meetings. These groups consult and provide advice to governments on the coordination and integration of all transport and road policy issues at a national level.

3

Our participation contributed to the:

- ATC November 2000 launch of the National Road Safety Strategy 2001–10 and Action Plan;
- States’ agreement to a new approach to a national rail safety occurrence database;
- proposed Commonwealth legislation for rail safety investigations on the interstate rail system; and
- national best practice rail safety investigation.

We participated in, and provided secretariat services for, three AGCC meetings. AGCC develops mechanisms to coordinate all land, sea and air aspects of GNSS, promote the safe and effective utilisation and development of GNSS in Australia, coordinate national security issues, promote the application of augmentation systems and the national use of GNSS in other applications. Feedback from the AGCC Chair and members on the quality of our support has been very positive.

The Local Government Ministers’ Conference was held in Hobart in July 2000. Ministers agreed to provide just over \$30 000 from the Conference Activities Fund for production of an infrastructure financing option manual for use by all jurisdictions to improve the financing options for infrastructure renewal or replacement.

Maritime Transport

7. *Oversee, and advise Ministers on, government business enterprises*

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Australian Maritime Safety Authority. • Australian Maritime College. • Australian River Co. Ltd (formerly Australian National Line (ANL) Ltd). • Maritime Industry Finance Company Ltd. • Stevedoring Industry Finance Committee. 	<p><i>Quality:</i> Oversee government business enterprises in line with Government guidelines.</p> <p>Provide advice on Board membership, corporate/business plans and any other statutory obligations, including <i>Commonwealth Authorities and Companies Act 1997</i> obligations.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

Our activities in relation to government business enterprises facilitate the efficient and effective performance of specialised functions in relation to maritime safety and education, the wind-up of the former ANL Ltd, the financing of redundancies for waterside workers and the management of asbestos-related litigation involving former waterside workers.

We provided advice in respect of membership, annual reports and business of the Australian Maritime College, Maritime Industry Finance Company Ltd, Stevedoring Industry Finance Committee, Australian River Co. Ltd and the Australian Maritime Safety Authority.

8. Provide policy advice to the Ministers in relation to maritime transport issues and implementation policies and legislation

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Stevedoring performance. • Options for shipping reforms. • Maritime safety. • Tasmanian maritime transport assistance schemes. • Marine environment protection. • International Liner Cargo Shipping. 	<p><i>Quality:</i> Determine Australian position on accession to the Hazardous and Noxious Substances Convention by June 2001.</p> <p>Monitor and evaluate port performance through input to <i>Waterline</i> and Australian Competition and Consumer Commission (ACCC) price monitoring.</p> <p>Progress maritime transport policy in marine environment protection forums.</p> <p>Provide effective advice as required in accordance with the objective of Part X of the <i>Trade Practices Act 1974</i>.</p> <p>Progress the development of options for alternatives to Bass Strait Passenger Vehicle Equalisation Scheme through membership of a Joint Working Group comprising Tasmanian, Victorian and Commonwealth governments. Joint Working Group to meet on at least a bi-monthly basis, and prepare a draft options paper for consideration by government by end of January 2001.</p> <p>Provide advice on options for shipping reform.</p> <p><i>Timeliness:</i> Amendment to Part X of the <i>Trade Practices Act 1974</i> to be introduced into Parliament by September 2000.</p> <p>Legislation to amend jurisdiction on vessel safety effective from 1 January 2001.</p> <p>Finalise review of the National Plan to Combat Pollution of the Sea by Oil and Other Noxious and Hazardous Substances for decision by ATC by November 2000.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To develop and promote maritime safety and environmental protection measures that reflect Australia's trade, cultural, social and environmental interests, we provided:

- data and advice to the ACCC and BTE;
- briefing to the Minister, covering ACCC reports and data contained in *Waterline*; and
- advice on a range of options and issues relating to shipping reform, including:
 - seafarer income tax;
 - customs;
 - immigration;
 - fuel rebate scheme;
 - shipping registration; and
 - defence issues.

Legislation to amend jurisdiction for vessel safety regulation was introduced into Parliament in August 2000. The Maritime Legislation Amendment Bill was passed by the House of Representatives on 29 March 2001 and was referred to the Senate Legislation Committee for consideration and report early in 2001–02.

Following the grounding of the Bunga Teratai Satu in October 2000, the Minister announced a Strategic Review of the Great Barrier Reef Ship Safety and Pollution Prevention Measures. The Australian Maritime Safety Authority (AMSA) is to coordinate the review and a final report is expected in early 2001–02.

The Joint Working Group report on improving Bass Strait access is expected to be completed by the end of August 2001.

We attended forums on Oceans Policy, Marine Pests and Marine Protected Areas to progress marine environment protection.

Roadstead was proclaimed off the Port of Karumba (Qld) to enable vessel safety inspections by AMSA.

We provided the Minister with advice and documents required for the passage of amendments to Part X of the *Trade Practices Act 1974* through the Parliament. The amendments were passed on 5 October 2000. We initiated action to clarify limitations of Part X exemptions for shipping lines to negotiate collectively with individual stevedoring companies.

ATC Ministers agreed to sign an intergovernmental agreement on the National Plan subject to resolution of funding issues in May 2001.

9. Provide advice to the Ministers on the outcomes of maritime safety investigations and their relevance to maritime safety policy, and related safety issues

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Maritime safety investigations. 	<i>Quantity:</i> Advise on up to 15 investigations.
<i>Contributing Division(s): Australian Transport Safety Bureau</i>	

Performance Achieved
We provided advice on the seven maritime accident or incident reports published.

Roads and Road Transport

10. Provide policy advice to the Ministers on the Commonwealth's role in the provision of Road Infrastructure

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Develop bridge-upgrading program for strategic freight routes. Review arrangements for funding of maintenance on the National Highway. 	<i>Quality:</i> Administer bridge-upgrading program for the National Highway and strategic freight routes to facilitate expansion of higher mass limit vehicle network. Provide advice on better targeting of National Highway maintenance funding.
<i>Contributing Division(s): Land Transport</i>	

Performance Achieved
Progress was achieved towards meeting elements of the objective of providing adequate road and rail infrastructure:

- the bridge program was established and administered as part of the National Highway and Roads of National Importance Program;
- negotiations to extend higher mass limits to the whole of NSW national highway continued; and
- an agreement was reached with NSW to provide access to vehicles carrying higher mass limits on the Newell Highway from 1 July 2001.

We are conducting a study into pavement life cycle cost to provide better data on national highway conditions and funding needs, which should be available in early 2002.

11. Develop the Energy Credit (Grants) Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> The new Energy Credit (Grants) Scheme will replace the Diesel and Alternative Fuels Grants Scheme and the Diesel Fuel Rebate Scheme. 	<p><i>Quality:</i> Develop a comprehensive policy to the Ministers' satisfaction through coordinated input from Commonwealth agencies and external stakeholders.</p> <p><i>Quantity:</i> Develop a public discussion paper on the new scheme by mid-2000.</p>

Contributing Division(s): Economic Research & Environment

Performance Achieved
<p>While initial policy work went to developing the Energy Credit (Grants) Scheme, the scheme will now be developed in the context of the Government's fuel taxation inquiry announced by the Prime Minister on 1 March 2001.</p>

12. Provide policy advice to the Ministers on road transport safety and environmental issues

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Facilitate the development and implementation of the new National Road Safety Strategy. Facilitate the development of a Heavy Vehicle Safety Strategy. Participate in the Austroads Road Safety Program. Develop, fund and administer the vehicle safety research program to reduce road trauma in a cost-effective manner. Disseminate vehicle safety research information through the forums of International Harmonised Research Activities (IHRA) and UN Economic Commission of Europe (UN/ECE) to formulate the development of globally harmonised vehicle safety standards. Review of Australian Design Rules (ADRs). Develop/draft/amend ADRs and prepare associated Regulatory Impact Statements (RISs). Implement results of the review of the <i>Motor Vehicles Standards Act 1989</i>, including legislative and administrative changes. 	<p><i>Road Safety</i></p> <p><i>Quality:</i> Jurisdictions agree to the National Road Safety Strategy.</p> <p>Jurisdictions and stakeholders agree to a Heavy Vehicle Safety Strategy.</p> <p>Meet the expectations of other participating jurisdictions in the quality of DoTRS contribution to Austroads Program.</p> <p><i>Timeliness:</i> The National Road Safety Strategy endorsed and implemented in 2000–01.</p> <p>Meet Austroads Road Safety Program deadlines, set by the ATC, or those agreed with other jurisdictions.</p> <p><i>Vehicle Safety Research</i></p> <p>Focuses research on vehicle safety issues identified by crash statistics.</p> <p><i>Quantity:</i> Manage approximately 10 projects totalling \$1 million annually.</p> <p><i>Timeliness:</i> Complete research projects on time to meet vehicle safety initiatives.</p> <p><i>International Harmonisation</i></p> <p><i>Quality:</i> Provide research leadership in the IHRA and UN/ECE decision-making process to develop ECE Regulations.</p> <p><i>Quantity:</i> Attend four meetings of IHRA and three meetings of UN/ECE on developing international vehicle safety standards.</p> <p><i>Timeliness:</i> Harmonisation standards on time to the satisfaction of Government and industry.</p>

Area of Activity

Performance Targets

ADRs

Quality: Review ADRs in accordance with the Council of Australian Governments' Principles and Guidelines for National Standard Setting and Regulatory Action by Ministerial Councils and Standard-Setting Bodies.

Quantity: Make a comprehensive review of 68 ADRs.

Timeliness: Complete the ADR review by May 2001 subject to delays in consultative process.

Contributing Division(s): Australian Transport Safety Bureau, Land Transport

Performance Achieved

We coordinated development of the National Road Safety Strategy and Action Plan. The strategy was approved by the ATC and launched by Ministers in November 2000. ATC also agreed to annual monitoring of implementation. ATSB chairs the panel tasked with overseeing implementation.

The objective of the National Road Safety Strategy is to achieve appropriate levels of safety for passengers, transport workers, the general public and freight, and reduce the community cost of accidents. This includes aiming to reduce Australia's road accident fatality rate from 9.3 per 100 000 in 1999 to 5.6 per 100 000 in 2010.

The National Road Transport Commission (the lead agency) has postponed start of work on the Heavy Vehicle Strategy to give priority to the Third Heavy Vehicle Reform Package.

We made financial contributions to, and participated in, the Austroads Road Safety Program, also providing the program manager – projects have met the Commonwealth's obligations. The deadlines, set by ATC and approved by the Austroads Council, were met for the planning of the 2000–03 Austroads Road Safety Program.

We attended:

- four IHRA meetings;
- IHRA side impact working group meetings, which we chair;
- three UN/ECE Working Party 29 meetings; and
- one Expert Group on Passive Safety meeting.

The outcomes of these meetings feed up to the UN/ECE group responsible for developing the international standards for vehicle safety, noise and exhaust emissions, the result being improved vehicle safety standards leading to a reduction in the road toll.

To help reduce road trauma, we hosted a workshop to launch the new side impact crash dummy, WorldSID. The research projects we conducted include:

- side impact parametric study;
- vehicle compatibility;
- crash tests conducted to the proposed European pedestrian safety requirements;
- side impact tests; and
- aluminium honeycomb evaluation tests.

The Road Transport Harmonisation Project (RTHP) for 2000 was completed. The work involved seven economies developing harmonisation action plans. The final series of RTHP projects, which will provide training for regulators in developing economies to implement their action plans for harmonised regulatory systems, is expected to commence in 2002.

Area of Activity	Performance Targets
<p>We reviewed 26 ADRs, which met with the unanimous approval of regulatory authorities, industry and consumer groups. The completion date for the ADR review was postponed until December 2001 due to diversion of resources to other urgent tasks. The Office of Regulation Review (ORR) has endorsed the Regulation Impact Statements of all completed revised ADRs, as complying with Council of Australian Governments Principles and Guidelines.</p> <p>The Government announced the implementation of administrative arrangements for a new Specialist and Enthusiast Vehicle Scheme on 8 May 2000. A Registered Automotive Workshop Scheme is being developed for full implementation by 8 May 2002.</p>	

13. Provide policy advice to the Ministers on road transport reform and development issues, and implement policies and legislation

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Review the <i>Interstate Road Transport Act 1985</i> and implement results. • Develop strategic approaches to deliver road transport reforms on a uniform or consistent basis. • Facilitate policies and strategies in conjunction with the National Road Transport Commission (NRTC) and implement these, where applicable, in relation to federally registered vehicles. • Participate in working parties on specific reform issues and contribute to consideration of reform proposals by Transport Agencies Chief Executives (TACE) and the ATC. • Progress drafting and passage of legislation for certain nationally agreed reforms. • Manage and maintain Australian Dangerous Goods and Explosives Codes and development of Nationally Uniform Dangerous Goods Legislation. • Provide secretariat to Dangerous Goods committees. 	<p><i>Quality:</i> ATC and industry satisfaction with quality of advice and facilitation and implementation of policies.</p> <p>State and Territory Dangerous Goods Advisory Committee and Competent Authorities satisfied with quality of advice and facilitation and implementation of legislation.</p> <p>Ministers satisfied with the implementation of recommendations arising from the review of the <i>Interstate Road Transport Act 1985</i>.</p> <p><i>Quantity:</i> As required.</p> <p><i>Meetings:</i> Participate in approximately 40 working party meetings a year, two or three TACE meetings, two ATC, and six a year of Dangerous Goods and Competent Authorities Panel.</p> <p>Revise Dangerous Goods and Explosives Codes on a four-yearly cycle.</p> <p><i>Timeliness:</i> Make significant progress with legislative amendments to implement recommendations of the review of the <i>Interstate Road Transport Act 1985</i> by end of 2000.</p> <p>ATC votes on nationally agreed reforms lodged by due date.</p> <p>Meet targets for production of codes and amendments to legislation.</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>Progress on road transport reform and development was achieved in several areas, serving the objective of transport systems which are safer, more efficient, internationally competitive, sustainable and accessible. Ministerial Performance Assessment indicated satisfactory ratings for briefings and voting recommendations. Industry feedback indicates satisfaction regarding advice on key road transport matters.</p> <p>The review of the <i>Interstate Road Transport Act 1985</i> was delayed because we needed to divert resources to other tasks, including facilitating the development of a trucking industry code of conduct, however we have commenced briefing and drafting instructions to amend the Act.</p>

We prepared agenda papers and briefings on time for TACE and ATC meetings, and lodged ATC votes by the due date.

We chaired a SCOT Working Group that developed a proposal for nationally agreed model road transport legislation to be hosted by the Commonwealth so that a single reference point for such legislation is maintained and the ACT is placed on an equivalent footing with other States and Territories.

We chaired a SCOT Working Group to prepare the Third Tranche National Competition Policy Assessment Framework for road transport reform (agreed to by ATC and COAG).

We worked with the NRTC to progress a number of key reforms, in particular the Driver Health and Safety and Compliance and Enforcement Reforms.

We progressed drafting of several mode laws as required by NRTC.

The committees and competent authorities were satisfied with the quality of our advice and progress with work on developing the next edition of the code by early 2003.

We provided secretariat support for scheduled Dangerous Goods and Competent Authorities Panel meetings.

14. Provide policy advice to Ministers on road transport charging issues

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Represent the Commonwealth in National Road Transport Commission charges development work. • Participate in relevant research and work of international organisations. 	<p><i>Quantity:</i> As required</p> <p><i>Timeliness:</i> Meet NRTC/ATC timing on consideration of heavy vehicle charging.</p>
<i>Contributing Division(s): Land Transport</i>	

Performance Achieved

As a component of the activities described in 13 above, we participated in development work and met all deadlines. ATC agreed to an annual adjustment formula for heavy vehicle charges at its meeting on 25 May 2001.

15. Prepare Motor Vehicle Standards Act Determinations

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Prepare Motor Vehicle Standards Act Determinations. 	<p><i>Quality:</i> Determinations meet legislative requirements.</p> <p><i>Quantity:</i> Prepare up to 10 Determinations to implement Australian Design Rule (ADR) review.</p> <p><i>Timeliness:</i> Determinations made within one month of ministerial endorsement.</p>
<i>Contributing Division(s): Land Transport</i>	

Performance Achieved

In supporting the objective of introducing internationally harmonised motor vehicle standards, 21 lighting ADRs were covered in one Determination and engine immobilisers in another:

- lighting ADRs – endorsed on 19 May 2000, determined on 14 July 2000 and gazetted on 20 July 2000; and
- engine immobiliser ADR – endorsed on 16 January 2001, determined on 13 February 2001 and gazetted on 2 March 2001.

Rail Transport

16. Develop and implement uniform rail operational requirements for the interstate rail network

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Australian Rail Operations Unit. 	<p><i>Quality:</i> Develop in accordance with the Intergovernment Agreement on Rail Operational Uniformity and the Ministers' standard performance measures for policy advice.</p> <p><i>Quantity:</i> A series of industry codes of practice, standards and protocols on issues agreed to progressively with industry.</p> <p><i>Timeliness:</i> First modules from the codes to be published by late 2000.</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>In aiming to develop nationally uniform operating and safety regulations and practices, the Australian Rail Operations Unit continued to work with industry to progress the development and implementation of a Code of Practice for the Defined Interstate Rail Network.</p> <p>We achieved agreement from jurisdictions to the first three volumes in the series of five, scheduled to be published in July 2001 and implemented following publication.</p> <p>Developing a national code represents major progress in achieving a nationally competitive interstate rail sector by improving efficiency on the interstate rail network through harmonisation of operational practices and procedures.</p>

17. Monitor, participate in, and advise on rail infrastructure developments

Area of Activity	Performance Targets
<p>Provide administrative and policy support in respect of:</p> <ul style="list-style-type: none"> proposals for Melbourne-to-Darwin Inland Railway; Commonwealth assistance for the Alice Springs to Darwin Railway; development of the interstate rail network; and a Sydney to Canberra Very High-Speed Train (VHST) Project. 	<p><i>Quality:</i> Represent Commonwealth's interests in facilitating projects to the satisfaction of the Ministers.</p> <p><i>Quantity:</i> Participate in approximately 80 Meetings.</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>The policy objective is to provide adequate road and rail infrastructure, and effective national institutional arrangements which facilitate an increasing private sector role. Progress was achieved on several aspects of rail infrastructure.</p> <p><i>Melbourne to Darwin inland railway proposal:</i></p> <ul style="list-style-type: none"> The pre-feasibility study of the Melbourne to Brisbane section was completed in July 2000; A market study of the Toowoomba–Emerald–Gladstone section was completed in May 2001; A \$250 000 contribution for a pre-feasibility study for this section was announced by the Minister, and a deed of grant is being prepared; Developments in the proposal were monitored and policy advice provided.

Alice Springs to Darwin railway:

- The Prime Minister signed a deed of grant in October 2000 for \$165 million of funding. Deeds were signed for an additional \$26.4 million of stand-by funding in April 2001.

Discussions between the Australian Rail Track Corporation (ARTC) and NSW Government officials on the potential lease of the NSW section of the interstate track are continuing.

ARTC completed an audit of the performance and investment needs of the interstate track in May 2001, and ATC has considered it.

We reached agreement with WA on wholesale access arrangements for the WA section of the interstate track.

The Government terminated the Sydney to Canberra VHST tender process and announced the East Coast VHST Scoping Study in December 2000.

18. *Oversee government business enterprises and advise Ministers*

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Australian Rail Track Corporation (ARTC). • National Rail Corporation (NRC). 	<p><i>Quality:</i> Oversee in line with Government Guidelines on GBE monitoring. Advise on Board membership, Corporate/Business Plans and any other statutory obligations, including Commonwealth Authorities and Companies (CAC) Act obligations. Facilitate and contribute to the sale of NRC, including implementation of necessary amendments to NRC's institutional arrangements.</p> <p><i>Quantity:</i> Provide annual reports, biannual reports, corporate plans, ongoing discussions. Participate in approximately 30 meetings.</p> <p><i>Timeliness:</i> NRC sold by end of 2000–01.</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>The aim is to encourage a strategic policy framework comprising, amongst other things, open access to nationally significant infrastructure and introducing competition and private sector expertise into above rail operations. We:</p> <ul style="list-style-type: none"> • provided the Minister with advice in relation to the oversight of ARTC and NRC in line with GBE monitoring guidelines; • worked with NSW and Victorian representatives to progress the sale of NRC. (However, the NSW Government announced in September 2000 its intention of selling the NSW-owned freight operator, Freight Corp. This led to consideration of alternative sale options); • were represented on the NRC Sale Steering Committee and provided policy advice; • attended approximately 40 meetings in 2000–01; and • communicated regularly with the ARTC and shareholder Ministers. <p>Appointments to the Board</p> <ul style="list-style-type: none"> • Mr Richard Balderstone was reappointed, and further appointments are under consideration.

19. Monitor and review progress in streamlining access arrangements for interstate rail operators

Area of Activity	Performance Targets
Establishment of streamlined access arrangements for interstate rail operators in accordance with intergovernmental agreements arising from the 1997 National Rail Summit and establishment of the Australian Rail Track Corporation (ARTC).	<i>Quality/Quantity:</i> Participate in approximately 12 meetings. <i>Timeliness:</i> Ongoing.

Contributing Division(s): Land Transport

Performance Achieved

The Commonwealth review of progress commenced in May 2001 and a report is due in early 2001–02.

A report developed by DoTRS and the ARTC in conjunction with rail users and owners, 'ARTC Network Performance and Investment Audit', was released in April 2001. The report identifies and quantifies for the first time priority needs for investment and management of the interstate network. The north-south line between Melbourne and Brisbane was highlighted as the key corridor with the greatest potential for rail to gain market share.

Following consideration of ARTC track audit, ATC has tasked interstate track owners to propose streamlining solutions by November 2001.

20. Provide advice to the Ministers on rail transport safety

Area of Activity	Performance Targets
Rail transport safety issues and outcomes and relevance of rail safety investigations.	<i>Quantity:</i> Advise on up to four safety investigations.

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We provided six advice submissions involving rail safety issues and legislation.

Legislation to enable us to instigate rail investigations on the interstate rail systems is being drafted.

We commenced two rail investigations for the Victorian Government in April and May 2001.

Air Transport

21. Provide advice to the Ministers on air safety

Area of Activity	Performance Targets
Outcomes and relevance of air safety investigations to air safety policy and related safety issues.	<i>Quantity:</i> Advise on up to 50 key investigations.

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We sent 58 high-profile investigation reports to the Minister, exceeding the target of advice on up to 50 key investigations, in particular as a number of category 4 reports were classified as high-profile because of regular passenger transport involvement and strong public interest.

22. Provide policy advice to the Ministers and implement government policy for the air transport framework in Australia

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Develop and implement environment regulatory framework for air traffic services. • Assist CASA to develop and implement safety regulatory frameworks for air traffic control and rescue and firefighting services. • Provide advice in relation to the operation of the industry, including competition, consumer issues and carrier liability arrangements. • Participate in, and provide secretariat support for, Aviation Working Group (AWG). 	<p><i>Quality:</i> Outputs produced in accordance with policy objectives.</p> <p>Participate and support in accordance with AWG guidelines.</p> <p><i>Quantity:</i> Participate in two AWG meetings.</p> <p><i>Timeliness:</i> Safety regulatory framework for air traffic control and rescue and firefighting services implemented by June 2001.</p> <p>Deadlines for legislative program met.</p> <p>The Government is in a position to consider Australian ratification of the Montreal Convention by the first half of 2001.</p>

Contributing Division(s): Aviation

Performance Achieved
<p>The aim of our policy advice on the air transport framework is to promote aviation safety and efficient operation of air services in Australia.</p> <p>We have monitored CASA's progressive implementation of safety regulatory changes under its Regulatory Reform Plan.</p> <p>We have prepared significant parts of the air traffic control and rescue and firefighting regulatory package for the Government's consideration.</p> <p>In February 2001 we released a discussion paper on the possible ratification by Australia of the 1999 Montreal Convention on air carriers' liability and related aviation insurance matters, and have considered submissions.</p> <p>AWG meetings held in August 2000 and February 2001 facilitated effective consultation between Commonwealth and State/Territory Governments.</p>

23. Provide policy advice to the Ministers on airports and airlines in Australia

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Advise on master planning, environment management and major development plan issues at leased airports. • Advise on development commitments and on commercial (including property) issues associated with leasing of federal airports. • Advise on issues arising from the administration of the economic regulatory framework for leased airports. • Advise on strategies and measures (including action by Airservices Australia) to minimise the impact of aircraft noise on communities in the vicinity of airports, including provision of administrative support for the Sydney Airport Community Forum. • Advise on strategies and measures to manage traffic demand (e.g. Sydney Airport Slot Management Scheme). • Advise on Sydney's future airport needs. • Prepare for the Sydney 2000 Olympics. • Develop, maintain and improve the aviation security regulatory framework. 	<p><i>Quality/Quantity:</i> Master planning, environment management and major development provisions apply to 20 airports.</p> <p>Variations to approved master plans and environment strategies as necessary.</p> <p>Major development plans as necessary.</p> <p>Aviation security regulatory framework covers 66 passenger and freight airlines, 37 airports and 643 regulated international air cargo agents.</p> <p>Develop quality of service indicators for eight airports.</p> <p><i>Timeliness:</i> Advice submitted 30 days before statutory deadline for ministerial decision, or otherwise as necessary for considered decision making and/or timely preparation for meetings.</p> <p>Quality of service regulations introduced from beginning of financial year.</p>

Contributing Division(s): Airports, Aviation

Performance Achieved

Our objective is to promote the sound development of civil aviation in Australia, maintain a system for the regulation of airports that has due regard to the interests of airport users and the general community and promote the efficient and economic development and operation of airports.

- We provided advice to the Minister on one draft Master Plan (Coolangatta) and two major development plans (Coolangatta terminal expansion, Melbourne office block).
- We continued to provide advice on environmental management at 20 leased federal airports, including advice relating to a number of requests for variations to airport environment strategies.
- We monitored reports by airports on meeting development commitments and granted Perth Airport an extension to meet its commitments.
- We provided advice to the Minister on approving the issue of six new liquor trading authorities at Sydney Airport via amendments to the Airports (Control of On-airport Activities) Regulations 1997, and on approving these regulations to reflect a minor land excision at Moorabbin Airport for use as a slip road.
- We assisted OASACS in advising on, and undertaking, the sale of Essendon and Sydney (Kingsford Smith) Airports.
- We provided advice to the Minister on the application of pricing controls at core regulated airports. This included ACCC's assessment of Sydney Airport's Draft Aeronautical Pricing Proposal, Melbourne's Domestic Express Terminal, conduct of the review of the prices oversight arrangements, and leasing operations at Canberra Airport.
- We made a submission to the Productivity Commission's Inquiry into Price Regulation of Airport Services.
- We gazetted regulations to provide for quality of service monitoring by the ACCC for Phase 2 airports (Adelaide, Alice Springs, Canberra, Coolangatta, Darwin, Hobart, Launceston and Townsville Airports) on 25 July 2000. The Regulations also provide for the performance indicators currently in place for Phase 1 airports to apply to Sydney Airport. Quality of service monitoring for the leased airports is broadly comparable between the Phase 1 and Phase 2 airports, recognising that some differences arise because of relative size and traffic composition.

- We provided advice to the Government on strategies and measures to reduce the impact of aircraft noise at a number of major airports including Sydney.
- We provided secretariat and administrative support to the Sydney Airport Community Forum, which formally met on five occasions.
- We continued to chair and support the Sydney Airport Slot Management Committee and Compliance Committee, consulting extensively on the Government's proposed changes to the Slot Management Scheme. The amendments to the scheme were tabled in Parliament as a disallowable instrument.
- We provided policy advice on issues associated with Sydney's future airport needs leading to a government decision in December 2000 that it would be premature to build a second airport for Sydney.
- We subsequently provided policy advice in support of the Government's consideration of the sale of the Sydney basin airports.
- We put in place additional aviation security measures for the Sydney Olympics, with no major incidents recorded during the Olympic period.

The Aviation Legislation Amendment Bill (No.2) 2001 was introduced into Parliament in April 2001, paving the way for the introduction of enhanced aviation security regulations in 2001–02.

24. *Oversee portfolio authorities and aviation legislation and provide advice to the Ministers*

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Advise on matters relating to Airservices Australia and CASA. 	<i>Quality:</i> Results produced in accordance with policy objectives.
<ul style="list-style-type: none"> • Implement structural reform for Airservices Australia. 	<i>Timeliness:</i> Meet deadlines for legislative program.
<ul style="list-style-type: none"> • Advise regarding impact of Airservices Australia's location specific pricing for air traffic control tower services. 	
<ul style="list-style-type: none"> • Advise on <i>Civil Aviation Act 1988</i> amendments 	
<ul style="list-style-type: none"> • Advise with respect to proposal ratification of Montreal Convention 1999 in relation to international air carrier's liability. 	
<ul style="list-style-type: none"> • Advise on denunciation of 1952 Rome Convention and <i>Damage by Aircraft Act 1999</i>. 	
<ul style="list-style-type: none"> • Advise with respect to the Senate Rural and Regional Affairs and Transport Reference Committee report on 'Administration of the Civil Aviation Safety Authority: Matters relating to ARCAS Airways' – <i>(new activity not listed in 2000–01 PBS/PAES)</i>. 	
<ul style="list-style-type: none"> • Advise on implementation of recommendations arising from ATSB investigation into fuel contamination – <i>(new activity not listed in 2000–01 PBS/PAES)</i>. 	
<ul style="list-style-type: none"> • Advise with respect to the Senate Rural and Regional Affairs and Transport Reference Committee report 'Air Safety and Cabin Air Quality in the BAe 146 Aircraft' – <i>(new activity not listed in 2000–01 PBS/PAES)</i>. 	

Contributing Division(s): Aviation

Performance Achieved

We provided advice on Airservices Australia and CASA governance, management and operational issues, as and when required.

We obtained the Government's agreement to the extension of Airservices' location specific pricing subsidy for a further two years.

We prepared the *Aviation Legislation Amendment Bill (No. 2) 2000* for passage through Parliament. The Bill passed the House of Representatives on 8 February 2001. The Aviation Legislation Amendment Bill (No. 1) 2001 is currently under consideration by the Senate.

We progressed the ratification process of the Montreal Convention, including public consultation based on a DoTRS discussion paper.

The *Damage by Aircraft Act 1999* and Australia's denunciation of the Rome Convention came into effect on 8 November 2000.

We provided advice to the Minister on the tabling of a response to the ARCAS Airways report.

We are coordinating consideration of the Commonwealth response to recommendations from the Senate Committee Report on Airspace 2000 and related issues.

We provided advice to the Minister on the tabling of a response to the Senate Rural and Regional Affairs and Transport Reference Committee report 'Air Safety and Cabin Air Quality in the BAe 146 Aircraft'.

25. Implement government policies on international aviation

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Negotiate international air services arrangements which provide greater opportunities for airlines to develop passenger and freight traffic to and from Australia. 	<p><i>Quantity:</i> Participate in between 10 and 15 rounds of formal negotiations and up to 5 rounds of scoping discussions annually.</p>
<ul style="list-style-type: none"> Promote the interests of regional Australia in international air services negotiations. 	
<ul style="list-style-type: none"> Liberalise dedicated air freight services within the international air services negotiating Program. 	
<ul style="list-style-type: none"> Review the role and responsibilities of the International Air Service Commission (IASC). 	

Contributing Division(s): Aviation

Performance Achieved

Participation in the area of international aviation increases opportunities for the Australian community to take advantage of benefits offered by more liberal and open international aviation policies and improves access to Australian airlines to international aviation markets without compromising on safety.

We have held 10 sets of formal talks on international air service arrangements since 1 July 2000, and have agreed on new arrangements with three other countries by correspondence.

On 20 November 2000 the Minister signed a memorandum of understanding providing for 'open skies' arrangements with New Zealand. Discussions, scoping talks and exchanges of draft texts will continue with UK, US and Singapore on open skies.

Regional packages are a standing offer in negotiations where open skies is not possible or in the national interest. Regional packages have been accepted by five countries. As well, expanded access to regional Australia has already been negotiated with many of our bilateral partners. Open skies freight arrangements are now a standing offer in negotiations.

Legislative amendments to the IASC Act to streamline processes and procedures for allocating capacity to Australian carriers were introduced into Parliament in the Autumn sitting.

26. Advise Ministers on other international aviation issues

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Undertake discussions on policy issues and regulatory change with national and international stakeholders. Coordinate activities relating to Australia's participation in the ICAO. Develop, with CASA, bilateral aviation safety agreements. Liaise with the South Pacific Forum. Develop an Australian policy framework for the ICAO CNS/ATM (Communications, Navigation, Surveillance / Air Traffic Management) concept. Develop Australia's position on aviation facilitation issues. 	<p><i>Quality:</i> Influence development of cooperative South Pacific upper airspace management arrangements and a collaborative regional aviation safety oversight program.</p> <p>Represent Australia's interests on facilitation issues in ICAO forums and through chair and secretariat support for National Facilitation Committee.</p> <p>Coordinate the work of DoTRS, Airservices Australia and CASA in advancing Australian interests through ICAO forums.</p> <p><i>Timeliness:</i> Align with ICAO timeframe for CNS/ATM implementation.</p> <p>Brief and advise Ministers in line with the timeframe for decisions on elements of the action plan.</p>

Contributing Division(s): Aviation

Performance Achieved

Two international air services conferences with all aviation stakeholders were held during the year. A special round table comprising interested parties from regional Australia was convened in March 2001 to discuss the impact of current aviation policy on regional Australia.

Australia is pursuing liberalisation of air services in the General Agreement on Trade in Services and is an active participant in the current mandated review of the annex on air transport services. Coordination of ICAO activities has substantially improved, including the development of a new website providing information to agencies and the public. Negotiations commenced with the United States Federal Aviation Administration on a bilateral aviation safety agreement between Australia and the US.

We have continued to actively support the cooperative upper airspace management proposal through participating in Pacific Island Forum official meetings and assisting consultants.

We have taken lead roles in the preparation of an Australian ATM Strategic Plan and in the development of a joint government and industry aviation spectrum policy. We are also actively participating in the ICAO Study Group on Legal Aspects of CNS/ATM. DoTRS led the Australian delegation to the ICAO Facilitation Panel Meeting in February 2001 and chaired two meetings of the National Facilitation Advisory Committee. Revised differences to ICAO Annex 9 (Facilitation) were notified, following extensive consultation with interested parties.

Regional Services, Development and Support

27. Provide policy advice and support to the Ministers on a whole-of-government approach to regional Australia

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Regional Impact Statements. • Memoranda of understanding. • Regional forums. • Northern Australian Summit. • Intergovernmental cooperation. 	In accordance with the Ministers' standard performance measures for policy advice.

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The Northern Australia Forum in October 2000 and the preceding local consultations identified and presented the top priority issues for 10 regions across northern Australia and for northern Australia as a whole. A Commonwealth whole-of-government response was provided to each of the 10 regions by May 2001 in consultation with the Commonwealth Working Group on Regional Forums.

Outcomes identified through the forum have also been delivered, including a series of seminars hosted by the Committee for Economic Development of Australia in April and May 2001 to promote investment in northern Australia.

28. Provide policy advice and support to the Ministers on Commonwealth responsibilities, priorities and interests in regional, rural and remote Australia

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Changes affecting regional Australia. • Regional services. • Regional development. • Regional, rural and remote communities. • Regional and rural women. • Research and analysis including national and international leading practice. • Regional support issues, including regional flood mitigation; post-natural disaster and business recovery. • The Australian Capital region and south-east Qld. 	In accordance with the Ministers' standard performance measures for policy advice.

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

We provided policy advice and a framework for the delivery of the Regional Solutions Program, including preparation of ministerial briefing, speeches and correspondence and responses to parliamentary questions on notice.

We provided whole-of-government responses on improving regional communities' access to grant programs through the More Accessible Government Working Group.

We provided briefings and advice to Ministers throughout the year on a range of issues including Enterprise Zones, National Competition Policy, Community Development Trusts, regional investment initiatives and structural adjustment.

We provided policy advice on regional forums, including preparation and outcomes of the Northern Australia Forum and associated local conferences, in consultation with the Commonwealth Working Group on Regional Forums.

The Regional Women's Advisory Council (RWAC), established in 1999, is part of the Government's strategy to provide a voice for women in regional, rural and remote Australia. The RWAC is conducting an action research project, involving one community from each State and the NT, examining those attitudes, behaviours and skills that help communities work with change to achieve positive outcomes. Funding grants for research into domestic violence were provided. Advice was provided by the Regional and Rural Women's Unit on regional women's issues.

29. Communicate Commonwealth Government information and policies in relation to regional services

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Regional services. 	<p><i>Quality:</i> Provide Australians with a high level of access to information about, and explanation of, government policies.</p> <p>More responsive, integrated and streamlined programs.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To provide Australians, especially those living away from capital cities, access to information about Commonwealth government programs and services, we launched GrantsLINK, a comprehensive whole-of-government website offering direct links to existing information on Commonwealth government grant programs. GrantsLINK also offers advice on finding the best source of funding and on writing application forms.

30. Provide support to key advisory bodies

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Regional Summit Steering Committee. The Regional Women's Advisory Council. The Rural Communities Programs Advisory Committee. Rural Transaction Centres Advisory Panel. Understanding Rural Australia Advisory Committee. Rural Domestic Violence Advisory Committee The Regional Solutions Program Advisory Committee. (PAES – New measure). 	<p><i>Quality:</i> Ministers satisfied with operations and results.</p> <p>Members satisfied with level of service.</p> <p>Stakeholders satisfied with services provided.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The Regional and Rural Women's Unit supports the Regional Women's Advisory Council in its provision of advice to the Government. Three meetings of the Council were held and advice provided to the Minister on a range of issues of concern to women in regional Australia.

One Rural Communities Program Advisory Committee meeting was held. The Committee also considered a number of matters out of session. All funding has been committed.

Seven advisory panel meetings relating to applications for Rural Transaction Centres have been held resulting in 64 recommendations.

Two status reports on the Rural Domestic Violence Program were provided to the Office of the Status of Women.

The Regional Solutions Program (RSP) Advisory Committee was established by the government in late 2000 with three formal meetings being held to date. In between meetings, the RSP Advisory Committee considered assessments on a regular basis.

Local Government

31. Provide policy advice and support to the Ministers on Commonwealth responsibilities, priorities and interests in local government

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Review of the <i>Local Government (Financial Assistance) Act 1995</i>. Taxation and other reforms. Infrastructure, particularly local roads. The role for local government in regional development and service delivery. The promotion of an appropriate role for Local Government in regional development – <i>(new activity not listed in 2000–01 PBS/PAES)</i>. Local Agenda 21 – Environmentally Sustainable Development – <i>(new activity not listed in 2000–01 PBS/PAES)</i>. 	<p>Review of <i>Local Government (Financial Assistance) Act 1995</i> completed by 30 June 2001.</p>

Contributing Division(s): Regional Services Development & Local Government

Performance Achieved

We reviewed the *Local Government (Financial Assistance) Act 1995* as required by section 17 of the Act and the Minister considered our recommendations. The Commonwealth Grants Commission (CGC) received 150 written submissions in response to their draft discussion paper. CGC submitted the final report to the Government at the end of June 2001.

To assist local government to implement environmentally sustainable development we completed four *Local Agenda 21* projects:

- Using UN systems for Environmental and Economic Accounting based Estimates for Decision Making in Local Government;
- Spatial Accounting for Environmental Performance Phase 1 – Drafting a Guide;
- Building Capacity and Improving Involvement in Local and Regional Agenda 21; and
- Local Agenda 21 for Remote and Indigenous Communities.

32. Provide policy advice on the implementation of Recommendation 29 of the Bell Report

Area of Activity	Performance Targets
Streamline planning and development of regulatory requirements.	<i>Quality:</i> High level of industry, and State and Territory Governments' acceptance of planning framework created at Development Assessment Forum (DAF) and DAF Working Group in relation to Recommendation 29 of the Bell Report.

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The Bell Report was commissioned to reduce bureaucracy for small business. In relation to recommendation 29 of that report:

- The DAF and DAF Working Group pursued a detailed program of activities aimed at harmonising planning and development regulatory requirements.
- The DAF meeting in May 2001 endorsed a set of national definitions for development assessment and supported the ongoing work on the priorities for 2000–01 that had been identified in April 2000.

33. Provide policy advice on, and administer, Commonwealth legislation

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • <i>Local Government (Financial Assistance) Act 1995.</i> • <i>Albury–Wodonga Development Act 1973</i> as amended by the Albury Wodonga Development Amendment Bill 1999. 	<i>Quality:</i> The Minister is satisfied with the administration of legislation.

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The *Local Government (Financial Assistance) Act 1995* provides financial assistance to the States to improve the financial capacity of local governments and assist them provide an equitable level of services to their communities. We provided accurate, appropriate and comprehensive advice to the Minister's satisfaction on:

- recommendations for allocation of financial assistance grants to Councils by State and Territory Ministers;
- transitional arrangements for payment of grants to Qld;
- issues related to review of the Act as required under Section 17; and
- preparation and tabling of the report on the operation of the Act required under Section 16.

We met legislative timing requirements for tabling and payment of grants.

We drafted the Albury–Wodonga Area Development Winding-up Agreement and it is under negotiation with NSW and Vic. We engaged an independent consultant to review the residual assets of the Albury–Wodonga Development Corporation. The Albury–Wodonga Development Ministerial Council did not meet during the year.

Territories

34. Provide policy advice and support to the Ministers on Commonwealth responsibilities, priorities and interests in the Australian Territories

Area of Activity	Performance Targets
<p>For ACT, the NT, Norfolk Island, Christmas Island, the Cocos (Keeling) Islands, Jervis Bay Territory, the Coral Sea Islands and the Territory of Ashmore and Cartier Islands:</p> <ul style="list-style-type: none"> • governance in Australia's Territories; • economic and social development in Australia's Territories; • Commonwealth Government reforms, initiatives and programs as they impact on the Territories; • State-equivalent and other service delivery in Australia's non-self-governing Territories; • the Commonwealth's role in relation to the National Capital, including ACT planning and land management and National Capital Authority issues; • ACT and NT litigation to which the Commonwealth is a party; • the Commonwealth's unique role in relation to shared (schedule 3) and retained (non-schedule) responsibilities under the <i>Norfolk Island Act 1979</i>; and • the Ministers' role as the review body under the <i>Norfolk Island Immigration Act 1980</i>. 	<p>For Schedule 3 and non-schedule Norfolk Island legislation, Ministers have time to seek advice from ministerial colleagues if required.</p> <p><i>Location:</i> Australia's Territories.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved
<p>To contribute to effective and appropriate governance for each Territory:</p> <ul style="list-style-type: none"> • we provided satisfactory advice and support to the Minister during his July 2000 and April–May 2001 visits to the Indian Ocean Territories; and • we provided advice to the Minister in relation to Norfolk Island matters including: <ul style="list-style-type: none"> – NI Immigration Act (two amendments) – NI Customs Act (to bring legislation into line with NI Firearms Act to ensure consistency with National Firearms Agreement) – NI land matters including issue of Crown Land instructions – NI Gaming and Gambling matters – four immigration appeals (decided). <p>The Minister attended an intergovernmental meeting at Norfolk Island in 2001 and the Ministers' offices assessed over 95 per cent of briefing material as satisfactory and timely.</p>

35. Provide policy support and representation

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Booderee National Park Joint Board of Management. Kingston and Arthur's Vale Historic Area Board of Management (Norfolk Island) (KAVHA). 	<p><i>Quality:</i> The Boards of Management operate effectively, consistent with legislative requirements and requirements of memoranda of understanding.</p> <p><i>Quantity:</i> Attend all board meetings (around three each year).</p> <p><i>Location:</i> Territories of Norfolk Island and Jervis Bay Territory.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

Our objective is to assist effective and appropriate governance of these nationally important areas.

- We were represented at all Booderee Board meetings and dealt with a range of strategic park management matters.
- Norfolk Island KAVHA Board is operating consistent with the memorandum of understanding, and the Legal Aid memorandum of understanding was satisfied. The KAVHA Conservation Management Plan was reviewed and the Board developed a five-year business plan. An investigation was conducted on behalf of the Board into Kingston Pier structural soundness and viability.
- There was significant Norfolk Island input on land initiative with Environment Australia and the Australian Heritage Commission. We liaised with Commonwealth leaseholders.

36. Communicate government policies to, and consult, liaise and negotiate with, stakeholders in relation to policy development

Area of Activity	Performance Targets
<p>Stakeholders include Commonwealth, State, Territory and local government agencies, community groups and representatives and private sector organisations. Specific actions include:</p> <ul style="list-style-type: none"> promotion of regional, Territories and Commonwealth Programs; governance; service delivery arrangements; and legislation. 	<p><i>Quality:</i> Ministers and stakeholders satisfied with opportunities to input into policy processes.</p> <p>Stakeholders have access to information about, and explanation of, government policies through periodic communication and as required for specific matters.</p> <p>Willingness of key stakeholders to liaise with DoTRS in its decision-making processes.</p> <p><i>Location:</i> Territories.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

Our objective is to facilitate economic development in the Territories through fully informed and consulted communities who are able to take the lead in their own development.

We formed a Jervis Bay Territory Liaison Group during the year to facilitate discussion of relevant issues amongst stakeholders.

We kept the community informed on current issues through a monthly newsletter. In addition, Administrators' advisory committees for Cocos (Keeling) Islands and for Christmas Island met during the year to provide advice and consult with the community on Territories issues.

37. Administer Commonwealth legislation in relation to Australia's Territories

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • ACT (<i>Self Government</i>) Act 1988 and associated legislation. • ACT (<i>Planning and Land Management</i>) Act 1988. • NT (<i>Self Government</i>) Act 1978. • <i>Norfolk Island Act 1979</i> (particularly legislative proposals initiated by the Norfolk Island Government but requiring Commonwealth action such as Ministerial instructions or Royal Assent). • <i>Christmas Island Act 1958</i> and <i>Cocos (Keeling) Islands Act 1955</i> and associated ordinances and applied Western Australian legislation. • <i>Jervis Bay Territory Acceptance Act 1915</i>. • <i>Coral Sea Islands Act 1969</i>. • <i>Ashmore and Cartier (Acceptance) Act 1933</i>. • Appointments made to positions of Administrator, Deputy Administrator and the Board of the National Capital Authority. • Liaison with other departments and agencies concerning Commonwealth commitment to consult Norfolk Island on Commonwealth legislative proposals likely to affect the Territory. 	<p><i>Quality:</i> Government appointments meet government guidelines on composition.</p> <p>Minister satisfied with the administration of legislation.</p> <p><i>Quantity:</i> In relation to Norfolk Island legislative proposals, action as dictated by the Norfolk Island Government's legislative program.</p> <p><i>Timeliness:</i> As specified by Ministers, maintain continuity in filling statutory appointments.</p> <p>Increased awareness by other departments and agencies of need for timely consultation with the Norfolk Island Government on extension of Commonwealth legislation.</p> <p>Meet legislative time lines.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

We met all our legislative responsibilities and requirements.

We implemented ACT and Norfolk Island Territories legislation.

The appointments of National Capital Authority members and NT Administrator met Prime Minister and Cabinet and Executive Council guidelines.

In consultation with the ACT Government, we proposed amendments to the ACT Act that clarified technical issues.

We issued instructions to the Norfolk Island Administrator on a range of schedule and non-schedule matters under the *Norfolk Island Act 1979* including: immigration, Customs, land, and gambling and gaming.

Amendments to Christmas Island and Cocos (Keeling) Islands Acts were debated in Parliament, and the debate is not finished.

The Tobacco Sellers Licensing Ordinance 2000 (Cocos (Keeling) Islands, Christmas Island) was made.

We tabled lists of applied WA legislation in Parliament as required, and provided the community with explanatory material on the legislation.

We consulted with a wide range of departments and agencies on proposals likely to affect Norfolk Island including:

- exclusive economic zone delimitation consultation;
- fisheries;
- gaming and gambling;
- environment protection and biodiversity conservation; and
- biological resources.

38. Develop and maintain comprehensive State-equivalent legal regimes in non-self-governing Territories

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Australia's non-self-governing Territories. 	<p><i>Quality:</i> Acceptance by Ministers and Parliamentary Committees of legislation and associated materials.</p> <p>No evidence of gaps or deficiencies in State-equivalent legal regime.</p> <p>Territory communities informed of developments and implications.</p> <p><i>Timeliness:</i> Legislative time lines met and timely reports on delegated legislation to Parliament.</p> <p>Deadlines undertaken to community met.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To progress effective and appropriate governance for the Territories we:

- prepared minor amendments to the Acts dealing with an obsolete court, industrial relations, prisoners and accused persons and these have been introduced into Parliament;
- prepared one ordinance dealing with tobacco licensing; and
- monitored applied WA legislation, tabled lists in Parliament as required and provided explanatory material to the communities.

39. Oversee the legislative regime for planning and land management in the National Capital

Area of Activity	Performance Targets
<ul style="list-style-type: none"> The National Capital. 	<p><i>Quality:</i> The Commonwealth's interests in the National Capital are pursued in accordance with the <i>Australian Capital Territory (Planning and Land Management) Act 1998</i>.</p> <p>Proposed amendments are implemented.</p> <p>Advice on appointments is provided as needed to the Ministers.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To help achieve an effective planning regime for the National Capital, the Commonwealth has maintained oversight of the legislative regime for planning and land management in the national capital. We have worked in close consultation with the National Capital Authority on a range of planning and land management issues throughout the year. There were no proposed amendments to the *Australian Capital Territory (Planning and Land Management) Act 1998* during the year.

The Minister agreed to one new appointment to the National Capital Authority (subject to government approval processes).

40. Oversee the legislative regime for management of Crown land in Norfolk Island

Area of Activity	Performance Targets
<ul style="list-style-type: none"> As required by section 62 of the <i>Norfolk Island Act 1979</i>. 	<p><i>Quality:</i> The Commonwealth's interests in Crown land on Norfolk Island are protected and appropriate administrative arrangements are in place.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To achieve an effective land management regime for Crown land on Norfolk Island, we reissued Crown Land Instructions to the Norfolk Island Administrator.

Administrative arrangements are in place and the Crown Land Initiative is progressing towards divestment of leased crown land outside of Kingston and Arthur's Vale Historic Area.

41. Standard Performance Targets for Output Group 1

Area of Activity	Performance Targets
<p>Ministerial Briefs (Minutes):</p> <ul style="list-style-type: none"> Prepare briefs and other advice for the Ministers. 	<p><i>Quality/Timeliness:</i> Policy briefs and other advice are in accordance with the Ministers' <i>Standard Performance Measures for Policy Advice</i>.</p>
<p>Parliamentary Questions:</p> <ul style="list-style-type: none"> Draft responses to parliamentary questions, including preparing for possible questions, and maintaining (and providing to the Ministers) key facts relevant to the portfolio. 	<p><i>Quantity:</i> 1700.</p>
<p>Parliamentary Committee Hearings:</p> <ul style="list-style-type: none"> Attend, and provide input to, parliamentary hearings. Prepare responses to parliamentary inquiries and reports. 	<p><i>Quality/Timeliness:</i> Parliamentary questions to accord with standards and procedures in the Department of Prime Minister and Cabinet's (PM&C) Guidelines for Presentation of Ministerial Statements, Reports and Government Responses to the Parliament.</p>
<p>Ministerial Correspondence:</p> <ul style="list-style-type: none"> Draft replies for correspondence to the Ministers. 	<p><i>Quantity:</i> 270.</p> <p><i>Quality/Timeliness:</i> DoTRS officers will represent the Ministers (and Department) in a manner consistent with the guidelines in the Department's client service charter.</p>
<p>Corporate Support:</p> <ul style="list-style-type: none"> Provide the Ministers with administrative and corporate support. 	<p><i>Quantity:</i> four hearings; 300 draft responses to questions placed on notice.</p>
<p>Speeches and Presentations:</p> <ul style="list-style-type: none"> Prepare speeches and presentations for the Ministers. 	<p><i>Quality/Timeliness:</i> Ministerial Services will accord with the quality and timeliness standards laid down in the Ministers' <i>Standard Performance Measures for Ministerial Services</i>.</p> <p><i>Quantity:</i> 4400 draft replies for the Ministers.</p> <p><i>Quality/Timeliness:</i> Ministerial services will accord with the quality and timeliness standards laid down in the Ministers' <i>Standard Performance Measures for Ministerial Services</i>.</p>
<p><i>Contributing Division(s): All</i></p>	<p><i>Quantity:</i> 300.</p>

Performance Achieved

- We prepared 1759 briefs and other advice to Ministers and the Parliamentary Secretary.
- We provided 339 draft responses to parliamentary questions.
- We attended seven parliamentary committee hearings and three estimates hearings. Officers represented the Ministers in a manner consistent with Government Guidelines on the Attendance of Public Servants before Parliamentary Committees.
- We provided 430 draft responses to questions placed on notice at senate estimate hearings.
- We provided 5743 draft replies for the Ministers in accordance with the Ministers' standard performance measures.
- We provided 108* draft speeches to the Ministers and Parliamentary Secretary in accordance with the Ministers' standard performance measures.
- We provided administrative services to the Ministers' offices including general purchasing support and departmental liaison officers (working full-time in the Ministers' and Parliamentary Secretary's offices).
- We administered 136 statutes in accordance with the guidelines set out in PM&C's Legislation Handbook.
- We prepared five Cabinet submissions in accordance with the Cabinet timetable and guidelines set out in PM&C's Cabinet Handbook.

* This figure may not accurately represent the full number of speeches provided to the Ministers and Parliamentary Secretary, as some requests are asked of Divisions directly and are not channelled through the central parliamentary services unit.

FINANCIAL PERFORMANCE

Budget*	\$56.407m
Actual Outcome	\$60.126m
Variation	6.6%

*Budget reflects accrual estimates as opposed to cash estimates which were reported in the *Portfolio Additional Estimates Statements 2000–01*.

The greater than budgeted expenditure is due to increased provision of policy advice and services to the Department's Ministers, mostly attributable to the following issues: Roads to Recovery Program, very high-speed train scoping study, rail reform reviews, Regional Solutions Program, Rural Transaction Centres, Northern Australia Forum, and additional sponsorships.

International Transport Trade Activities

An important aspect of the Department's work is promoting Australian business interests in the development of seamless transport systems at the other end of the supply chain for the benefit of Australian exporters and in the opening up of markets for Australian providers of transport and related services.

This work is undertaken through participation in multilateral fora such as the OECD, the APEC Transportation Working Group, Economic and Social Commission for Asia and Pacific (ESCAP) and the IMO and through bilateral transport relationships. The focus of activities varies in each of these forums.

For the OECD (through the Maritime Transport Committee) we seek to promote the interests of Australia as a shipper nation which needs regular access to safe, competitive foreign shipping services. The activities of this Committee focus on policies for competitive shipping, shipping subsidies and more recently logistics and electronic commerce issues.

In the APEC Transportation Working Group we are seeking to influence changed behaviours, at both government and industry level, in relation to safety, standards, market access and technology, primarily through a project-based approach to the work. Australia, through DoTRS, is presently managing several projects, valued at more than \$500 000:

- a paperless trading demonstration project;
- a pilot interactive web-based electronic commerce training project;
- an investigation of the barriers to trade in South-East Asia (which will cover trade facilitation, shipping documentation, customs, quarantine and security issues); and
- an economic analysis of the benefits of hydrographic services in the APEC region and arrangements for mutual recognition of transport qualifications.

Many of these projects are undertaken by Australian-based contractors and consultants.

DoTRS has been reviewing its engagement in ESCAP and the ASEAN-Closer Economic Partnership relationship, particularly the Asia Transport Logistics Initiative, with a view to ensuring it meets our core business requirements and is delivering positive benefits to Australian businesses. A recently completed workshop on freight logistics, held in Bangkok, has demonstrated that there is an opportunity for Australia to have a positive impact on the opening up of logistics services in the region to Australian businesses, and also on the quality of locally provided logistics services to the benefit of Australian exporters.

DoTRS in conjunction with the Australian Maritime Safety Authority manages Australia's representation in the IMO, the primary international body for setting technical and regulatory standards for the safe construction and operation of ships. A major activity for DoTRS over a number of years in this forum has been the development of an international compulsory insurance liability regime to cover the costs of bunker fuel spills

from international trading ships. Agreement was reached on the text of this convention at a diplomatic conference in March 2001. The Convention is now open for signature and once in force, will parallel the existing arrangements for insurance and liability for oil tanker spills.

In its bilateral relationships, DoTRS has an opportunity to pursue country-specific initiatives which are mutually beneficial to the trade between both partners. A significant achievement in the past year has been the conclusion of four memoranda of understanding on cooperation in transport with transport and coordinating agencies of the People's Republic of China. The important work of building the relationship, through the establishment of a joint working group with a project-based agenda will commence in the second half of 2001.

OUTPUT GROUP 2 – REGULATORY, INVESTIGATIVE AND SAFETY SERVICES

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Links to Portfolio Outcome

As part of its regulatory, investigative and safety services, DoTRS provides services associated with the approvals and monitoring of Commonwealth transport and transport-related directions, rules and regulations. Tasks predominantly concern ensuring industry compliance, issuing licences and approvals, and keeping the Ministers informed.

DoTRS undertakes investigations within the transport industry to ensure the maintenance and continuing improvement of high standards of safety for the travelling public and transport industry operators.

OUTPUT 2.1 – APPROVALS AND MONITORING OF DIRECTIONS, RULES AND REGULATIONS

1. Airlines licensing and designation requirements

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Ensure all international airlines operating in Australia are aware of and meet licensing and designation requirements. • Implement airport designations, as required, including fixed time period designations for specific flights. • Provide an accessible service and timely advice to clients regarding dispensations for ad hoc cabotage operations. • Administer charter, timetable and tariff approvals pursuant to legislation and treaty obligations. • Monitor compliance of airlines, airports and international air cargo regulated agents with aviation security legislation. 	<p><i>Quality:</i> In accordance with relevant directions, rules and/or regulations.</p> <p><i>Quantity:</i> There are 53 airlines licensed to operate services to and from Australia.</p> <p>In relation to aviation security, monitor activities involving 66 airlines, 37 airports and 643 regulated international air cargo agents.</p> <p>Process up to 20 airport designation applications annually.</p> <p><i>Timeliness:</i> Process all licensing applications from international airlines within 60 days of receipt.</p> <p>Respond within five working days of receipt of application for fixed time period designations for specific flights.</p> <p>Respond within 48 hours of receipt of application regarding dispensations for ad hoc cabotage operations.</p> <p>Respond to charter, timetable and tariff approval applications within 30 days.</p> <p>Provide formal aviation security advice to industry within 28 days of completion of audit to supplement oral advice at exit interviews.</p>

Contributing Division(s): Aviation

Performance Achieved

As part of Australia’s commitments to the International Civil Aviation Organisation, the licensing of airlines ensures the safety of air services and access to the Australian market for international carriers as well as opening up international air service markets for Australian airlines.

Guidance material about licensing and designation requirements is available from the Department’s website. Forty-nine airlines are currently operating international air services to and from Australia and a further 11 market seats on a code share basis only.

We responded to all requests relating to temporary designation applications within five working days.

We received four International Airline Licence applications. We finalised all within 60 days of receipt of the necessary documentation.

DoTRS provides an after-hours phone number for urgent cabotage dispensation requests. We processed 81 requests and responded to all within 48 hours.

We issued 29 temporary international airport designations to Australian airports.

We received and processed 205 applications for timetable approval, 175 applications to vary existing timetables, 134 tariff filings, six applications for passenger charter programs and four applications for freight charter programs. There were 15 applications to which we were unable to respond within 30 days.

Liberalised tariff provisions which provide for voluntary submission of tariff applications and automatic approval in the majority of cases came into effect in December 2000.

Security inspections were carried out on all international and major domestic airlines and categorised airports with security programs. Security assessments were also carried out at a number of regulated international cargo agent sites in 2000–01.

The 28 days airport/airline aviation security advice requirement was generally met except where further discussions with the industry necessitated extra time to finalise the Department’s advice.

2. Administer regulatory provisions for federal airports

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Airport environment standards and building standards, including provision of Airport Environment Officers (AEOs) and Airport Building Controllers (ABCs). 	<p><i>Quality:</i> Compliance of airport lessees with legislative requirements.</p> <p>Statutory discretions exercised consistent with the purpose of the legislative requirements.</p> <p><i>Quantity:</i> 20 regulated airports.</p>

Contributing Division(s): Airports

Performance Achieved

To facilitate an appropriate balance between the development of airports and the protection of environmental values, AEOs and ABCs helped ensure a high level of compliance by airport lessees with environmental and building standards. We managed 23 separate contracts for the provision of AEOs and ABCs who proactively monitored federal airports.

We undertook an extensive review and assessment of the annual environment report provided by each airport to determine performance in improving environmental outcomes against commitments given in the Airport Environment Strategies.

Competitive re-tender of the AEO function for the two-year period from 1 July 2001 (with a two-year option) was completed.

Environment strategies have been developed and approved for 20 regulated airports and compliance has been regularly monitored.

3. Administer legislation and contract provisions

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Ownership. • Leases and licences. • On-airport commercial activity. • Airspace protection. • Payments in lieu of land tax. 	<p><i>Quality:</i> Compliance of airport lessees with legislative and contractual requirements.</p> <p>Statutory and administrative discretions exercised consistent with the purpose of the legislative requirements.</p> <p><i>Quantity:</i> 20 regulated airports.</p>

Contributing Division(s): Airports

Performance Achieved

To promote airports that operate efficiently while meeting the needs of users and the general community and diversity in airport ownership while retaining Australian control, we continued our monitoring of compliance with the ownership provisions of the Airports Act and dealt with all applications submitted for approval of airport subleases or licences.

We ensured the continued protection of airspace around the leased federal airports by making timely decisions on applications for proposals which would affect that airspace, and by working closely with the airport operator companies to monitor compliance with the regulatory regime.

Ex gratia payments in lieu of land tax for leased federal airports received in 2000–01 totalled approximately \$10.6 million. This includes \$3.6 million for previous years.

Airports continue to comply with the provisions of the Airports Act.

4. Administer a national parking regime at leased federal airports

Activity	Performance Targets
<ul style="list-style-type: none"> • Leased federal airports. 	<p><i>Quality:</i> Ensure motor vehicles comply with Australian road rules.</p> <p><i>Quantity:</i> 32 900 parking infringement notices.</p>

Contributing Division(s): Airports

Performance Achieved

The new parking regime was implemented by the end of the 2000–01 financial year for seven major leased federal airports.

This establishes a uniform parking regime at those airports, with stronger disincentives for the more serious parking offences, while strengthening the airports' accountability for their parking enforcement activities.

5. Administer regulations governing aircraft noise emissions and airport curfews

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Aircraft noise emissions. • Airport curfews. 	<p><i>Quality:</i> Compliance of aircraft operators with legislative requirements.</p> <p>Statutory discretions exercised consistent with legislative requirements.</p> <p><i>Quantity:</i> Administration of curfews at three airports.</p> <p><i>Timeliness:</i> Timing of decisions to recognise operational circumstances.</p>

Contributing Division(s): Airports

Performance Achieved

To aid efficient aircraft operation consistent with protection of residential amenity, regulations were introduced on 7 June 2001 to impose a curfew and other controls on aircraft movements at Essendon Airport.

We also administered curfew arrangements at Sydney, Adelaide, Coolangatta and Essendon Airports, including exercising responsibility for ministerial dispensations and granted 43 curfew dispensations: 26 at Sydney, 14 at Adelaide and three at Coolangatta. We also administered and ensured compliance with the Air Navigation (Aircraft Noise) Regulations.

6. Funding and staff support for the International Air Services Commission

Area of Activity	Performance Targets
<ul style="list-style-type: none"> International Air Services Commission (IASC) determinations on applications by Australian airlines for international route capacity available under bilateral air service arrangements. 	<p><i>Quality:</i> In accordance with the <i>International Air Services Commission Act 1992</i> and the Minister's policy statement.</p> <p><i>Quantity:</i> Approximately 25 determinations and/or decisions.</p> <p><i>Timeliness:</i> Average turnaround of applications is six weeks.</p>

Contributing Division(s): Aviation

Performance Achieved

IASC's main function is to determine the outcomes of applications by existing and prospective international Australian airlines for capacity and route entitlements under bilateral air services arrangements. These determinations allocate the available passenger and freight capacity on a route to one or more carriers and set conditions for the use of the capacity.

The Commission has issued 48 final decisions or determinations and three draft decisions.

The overall turnaround time of applications, including contested cases, was 4.72 weeks.

7. Manage the Australian Design Rule certification approval process for new and used vehicles first entering the Australian market

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Issue compliance plate and import application approvals. Handle inquiries regarding vehicle imports. 	<p><i>Quality:</i> Ensure all vehicles entering the Australian market for the first time meet the Australian Design Rules (ADRs).</p> <p>Client satisfaction with approval process and advice.</p> <p><i>Quantity:</i> Approximately 2900 compliance plate approvals and approximately 28 000 import approvals.</p> <p>Approximately 60 000 incoming phone calls and approximately 15 000 outgoing calls.</p> <p><i>Timeliness:</i> In line with published Client Service Charter.</p>

Contributing Division(s): Land Transport

Performance Achieved

One objective is to achieve appropriate levels of safety for passengers, transport workers, the general public and freight, and reduce the community cost of accidents. A second objective is to achieve responsible outcomes that reduce the impact of land transport on public health, community resources and the natural environment.

This regulatory activity aims to ensure all relevant vehicles comply with applicable ADRs.

Our Client Service Line had received two formal complaints and 12 written compliments as at 30 June 2001.

We issued 2371 compliance plate approvals and 25 001 vehicle import approvals.

We received 60 618 incoming calls from July 2000 to June 2001; information on the number of outgoing calls is not available.

Timeliness: We finalised 76 per cent of applications within 17 calendar days (branch service standard) and 95 per cent of applications within 20 working days in accordance with the Department's Service Charter.

8. Monitor vehicle and vehicle component production compliance with safety, anti-theft and emission standards

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Assess laboratories for fitness to test to ADR requirements. Conduct/coordinate conformity of production (COP) assessments in Australia and overseas. 	<p><i>Quality:</i> Government and industry satisfaction with conduct of, and results from, assessments and inspections.</p> <p><i>Quantity:</i> Approximately 40 COP assessments and test facility inspections (TFIs) in Australia. Overseas agents conduct approximately 40 COPs and TFIs, with departmental staff in attendance at 10 of these.</p> <p><i>Timeliness:</i> In line with audit schedule agreed to with industry.</p>

Contributing Division(s): Land Transport

Performance Achieved

Fifty overseas COP assessments and TFIs were carried out; DoTRS staff attended 16 of these.

We carried out 17 local COP assessments and TFIs.

9. Develop procedures and administer UN Economic Commission of Europe (ECE) 1958 Agreement arrangements

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Supervision of tests. Audits. Issuing approvals. 	<p><i>Quality:</i> Government and industry satisfaction with processes and approvals issued.</p> <p><i>Timeliness:</i> In accordance with schedule agreed to with industry.</p>

Contributing Division(s): Land Transport

Performance Achieved

Further to sections 7 and 8 above, the aim is to encourage harmonised motor vehicle standards.

We held two meetings with industry to discuss priorities for the application of UN ECE regulations and how best to administer the UN ECE 1958 Agreement.

10. Administer the licence and permit requirements of Part VI of the Navigation Act 1912

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Part VI of the <i>Navigation Act 1912</i>. 	<p><i>Quality:</i> Administer requirements in accordance with Part VI of the <i>Navigation Act 1912</i> and administrative guidelines.</p> <p><i>Timeliness:</i> Permits and licence applications will be processed within two business days of their receipt.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved
<p>To ensure shippers have access to services we issued permits and licences in accordance with legislative requirements and ministerial guidelines.</p> <p>We issued a total of 628 single voyage permits, 108 continuing voyage permits and 50 licences.</p> <p>We processed permits and licences within two working days from receipt of all documentation.</p> <p>During 2000–01 some 9.5 million tonnes of cargo were carried under single and continuous voyage permits.</p>

11. Administer Part X of the Trade Practices Act 1974

Activity	Performance Targets
<ul style="list-style-type: none"> Perform function of Registrar of Liner Shipping on application by industry, including register conference agreements, variations of agreements, Designated Shipper Bodies and Part X agents. Provide advice to industry. Attend Part X negotiations when authorised officer requested by shippers. Move to online transactions. Make registers viewable on the Department's website. 	<p><i>Quality:</i> Administration to be performed in accordance with the requirements of the legislation, regulations and Ministerial Guidelines.</p> <p><i>Quantity:</i> Online transactions to be in operation from June 2001.</p> <p><i>Timeliness:</i> Legislative standard requires registering agreements within 14 days; transactions available online by 30 June 2001.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved
<p>Through the administration of Part X of the <i>Trade Practices Act 1974</i> we promote conditions in international liner cargo shipping that encourage stable access to markets through shipping services of adequate frequency and reliability at internationally competitive freight rates for shippers in all States and Territories.</p> <p>We performed the Registrar of Liner Shipping function in accordance with the legal requirements. Agreements were registered within the 14-day standard in all cases. We registered:</p> <ul style="list-style-type: none"> 32 new conference agreements (including 28 agreements relating to inwards liner cargo shipping, which from 2 March 2001 must be registered in order to receive exemptions under Part X); 20 variations of existing agreements (including one relating to inwards liner cargo shipping); and Part X agents for four shipping lines. <p>We provided advice to industry on an ad hoc basis.</p> <p>In consultation with industry and the ACCC we prepared a plain English guide to the amended Part X of the <i>Trade Practices Act 1974</i>.</p>

Performance Achieved

We developed procedures to improve negotiation arrangements aimed at achieving commercially acceptable solutions to problems between shipping conferences and exporters and importers.

Authorised officers attended eight negotiations between shippers and members of shipping conferences, at which issues concerning terminal handling charges, currency and bunker surcharges, and the transition to US\$ tariffs were negotiated.

We are developing online transactions in accordance with the *Government Online Strategy*. We have started to make reports from register databases viewable on the Department's website.

We implemented the extension of carriers' Part X obligations to cover importers. In the role of Authorised Officers we assisted in negotiations that, under procedures set out in Part X, succeeded in resolving differences between shippers and carriers during 2000–01.

OUTPUT 2.2 – SAFETY AND SECURITY INVESTIGATIONS

12. Air transport safety investigation services

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Publicly released individual occurrence reports resulting from air transport safety investigations. • Confidential Aviation Incident Reporting (CAIR) reports resulting in notifications of alert bulletins. • Aviation occurrence data analysis. • Aviation safety-related projects. • Investigation of safety deficiencies resulting in safety recommendations and safety advisory notices to CASA, Airservices, other agencies and industry, addressing safety concerns arising from investigations. 	<p><i>Quality:</i> Notifications of those actions which are considered sufficiently serious and on which appropriate safety actions are taken.</p> <p>Acceptance of recommendations arising from aviation safety-related projects by aviation industry.</p> <p>All data analysis projects result in publication of results.</p> <p>Requests for information are handled to the satisfaction of the person/organisation requesting.</p> <p><i>Quantity:</i> Capacity to investigate up to 40 safety deficiencies resulting in safety recommendations and safety advisory notices.</p> <p>Capacity to publish up to 230 occurrence reports.</p> <p>Capacity to issue up to 150 notifications resulting from CAIR reports.</p> <p>Capacity to undertake two aviation safety-related projects.</p> <p>Capacity to undertake up to four data analysis projects.</p> <p><i>Timeliness:</i> Notifications of sufficiently serious incidents, from CAIR reports issued within 15 days of receipt.</p> <p>Aviation safety-related projects completed within 12 months of commencement.</p> <p>Each safety deficiency issue assessed and appropriately actioned within one month.</p> <p>Investigation occurrence reports produced in accordance with ICAO standards.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

Our investigative activities continued to contribute to the maintenance and improvement of safety for the travelling public and transport industry operations. In 2000–01 we:

- issued 73 air safety recommendations to CASA, Airservices Australia and other parties;
- received 51 responses and accepted 23 responses (see Appendix F);
- handled all requests for information to the satisfaction of the person/organisation requesting;
- published 103 investigation occurrence reports. This outcome was well below the 230 ceiling primarily due to reclassification of minor category 4 incidents as category 5, which reduced the numbers of investigation reports generated;
- issued 207 CAIR 'for your information' notifications and 6 alert bulletins, well above the 150 ceiling, all within 15 days of receipt and most within three days;
- completed two aviation occurrence data analysis projects;
- published one aviation safety-related project within 12 months of commencement;
- investigated 44 safety deficiencies resulting in safety recommendations and safety advisory notices; and
- assessed, and commenced action on all safety deficiencies within one month of notification.

13. Investigate maritime accidents/incidents

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Identify circumstances and establish causes. 	<p><i>Quality:</i> Impartial investigations undertaken in accordance with legislation/regulations and procedural guidelines.</p> <p><i>Quantity:</i> Findings published in up to 15 reports and 6 presentations.</p> <p><i>Timeliness:</i> Median time of 27 weeks to complete investigations and finalise reports.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

The Marine Investigation Unit completed seven investigation reports and presented seven papers on maritime safety policy, safety investigations and related safety issues.

The median time of 44 weeks taken to complete reports exceeded the target of 27 weeks because the target was unrealistic.

14. Investigate rail safety incidents

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Identify circumstances and establish causes. 	<p><i>Quality:</i> Impartial investigations undertaken in accordance with relevant legislation/regulations and procedural guidelines.</p> <p><i>Quantity:</i> Findings published in up to four reports.</p> <p><i>Timeliness:</i> Median time of 27 weeks to complete investigations and finalise reports.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We developed multi-modal safety investigation legislation which will enable ATSB to instigate rail investigations on the interstate system. State and territory opposition to the legislation delayed its introduction in the Parliament. It is expected to be introduced in 2001–02.

We commenced rail investigations for the Victorian Government in April and May 2001 under Victorian legislation.

15. International investigation of transport incidents and accidents

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Provide technical assistance to regional authorities. 	<p><i>Quality:</i> Technical assistance which meets user requirements.</p> <p><i>Quantity:</i> Provision of limited (given ATSB's capacity) assistance as required.</p> <p><i>Timeliness:</i> Staged responses with individually agreed timeframes depending upon complexity and priority, given other commitments.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved
<p>Our assistance in international investigations leads to improved safety in our region and is undertaken in accordance with international road safety arrangements and national memoranda of understanding. In 2000–01 we:</p> <ul style="list-style-type: none"> • contributed to 15 international investigations of transport accidents and incidents; and • responded to requests for technical assistance which satisfied the mutually agreed task definitions in terms of extent of analysis, mode of reporting and timeframe.

16. Motor vehicle safety inspections and recalls

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Undertake vehicle defect investigations as required. • Monitor vehicle recalls. 	<p><i>Quality:</i> Stakeholders have an increased awareness of vehicle safety.</p> <p>Consumer Affairs Division is kept up-to-date on the status of vehicle recalls.</p> <p><i>Quantity:</i> Undertake up to 75 vehicle defect investigations.</p> <p>Monitor the effectiveness of up to 85 safety recalls.</p> <p><i>Timeliness:</i> In line with agreed procedures for management of safety investigations.</p> <p>In line with agreed procedures for monitoring of vehicle safety recalls.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved
<p>Our provision of expert assistance on motor vehicle safety to the Consumer Affairs Division of the Treasury aims to reduce manufacturers' safety defects and improve consumer safety.</p> <p>We undertook 51 vehicle safety investigations in line with agreed procedures. Vehicle safety investigation numbers depend on reports to ATSB by vehicle users.</p> <p>We monitored the effectiveness of 111 vehicle recalls in accordance with agreed procedures. Vehicle recall numbers were higher than expected, as vehicle manufacturers are increasingly proactive in instigating recalls due to higher consumer awareness.</p> <p>We provided the Consumer Affairs Division of the Treasury with weekly updates of vehicle recall activity and the status of vehicle recalls is also updated regularly on ATSB's website.</p>

FINANCIAL PERFORMANCE

Budget*	\$26.435m
Actual Outcome	\$27.824m
Variation	5.2%

*Budget reflects accrual estimates as opposed to cash estimates which were reported in the *Portfolio Additional Estimates Statements 2000–01*.

The greater than budgeted expenditure is attributable to:

- greater than expected demand for approval and monitoring of directions, rules and regulations associated with the aviation industry; and
- increased expenditure for major accident preparedness areas for the ATSB.

Multi-modal safety

The ATSB has worked to establish itself as an exemplary multi-modal safety body such as those in Canada, USA, Sweden and the Netherlands. In January 2001, the Bureau was accepted as a member of the International Transportation Safety Association. The Bureau has actively continued work under its charter to integrate and share knowledge about key aspects of air, sea, rail and road transport safety activity through its 2000–01 strategic business plan.

The Bureau is furthering its multi-modal safety investigation role by assisting the Minister to develop Commonwealth multi-modal safety investigation legislation which is expected to be introduced later in 2001. This legislation will enable the Commonwealth to instigate rail safety investigations on the interstate rail system, as well as consolidate and update the Bureau's legislative framework for aviation and marine investigations.

The Bureau published its first annual review to improve accountability and access to key multi-modal safety material in October 2000. It continues to improve safety education and accountability in line with the *Government's Online Strategy* through its website (www.atsb.gov.au). The Bureau also continues to contribute an eight-page supplement to CASA's bimonthly magazine, *Flight Safety*.

OUTPUT GROUP 3 – SERVICES TO COMMUNITIES

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Links to Portfolio Outcome

DoTRS provides services designed to augment the social and economic capacity of communities in the Indian Ocean Territories of Christmas Island and Cocos (Keeling) Islands, as well as to facilitate and maintain their links with the rest of Australia and the wider world economy.

As part of its services to communities, DoTRS also provides a number of services at the State and local government level to the Jervis Bay Territory under agreements with public ACT and NSW service providers. The level of service provision is comparable to that of neighbouring NSW. DoTRS provides limited services in relation to the self-governing Territories of the ACT and Norfolk Island.

In addition, DoTRS administers transport and regional programs and grants for communities on behalf of its Ministers.

OUTPUT 3.1 – PROVISION OF STATE AND LOCAL GOVERNMENT LEVEL SERVICES TO CHRISTMAS AND COCOS (KEELING) ISLANDS

1. Provision of services to non-self-governing Territories

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Justice and community safety. Education. Environment and heritage. Health and community care. Transport, housing, land management and other urban services. Economic development and tourism. Social and welfare services. Utilities. 	<p><i>Quality:</i> Standard of service commensurate with equivalent mainland communities.</p> <p><i>Quantity:</i> Approximately 2700 residents.</p> <p><i>Location:</i> Christmas Island and the Cocos (Keeling) Islands.</p> <p>(PAES) <i>Price:</i> Increase in price (\$1.004 million) to fund Comcover insurance payments.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

We provided services as identified above to ensure Christmas and the Cocos (Keeling) Islands have government services comparable with those available in similar mainland communities.

The service levels in the Indian Ocean Territories are reported in the Commonwealth Grants Commission 1999 Report on the Indian Ocean Territories.

OUTPUT 3.2 – PROVISION OF STATE AND LOCAL GOVERNMENT LEVEL SERVICES TO JERVIS BAY TERRITORY AND OTHER SERVICES TO THE SELF-GOVERNING TERRITORIES

2. Provision of services to Jervis Bay Territory

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Justice and community safety. Education. Environment and heritage. Health and community care. Transport, housing, land management and other urban services. Economic development and tourism. Social and welfare services. Utilities. 	<p><i>Quality:</i> Standard of service commensurate with equivalent mainland communities.</p> <p><i>Quantity:</i> 1300 residents.</p> <p><i>Location:</i> Jervis Bay Territory.</p> <p>(PAES) <i>Price:</i> Increase in price (\$0.427 million) to fund Comcover insurance payments.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

We provided services as identified above to ensure Jervis Bay received government services commensurate with those of communities in the surrounding region.

3. Provision of services to self-governing Territories

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Heritage protection and management of the Kingston and Arthur's Vale Historic Area (KAVHA) on Norfolk Island. Land management and planning for ACT and Norfolk Island. Legal aid contribution to Norfolk Island. 	<p><i>Quality:</i> Minister satisfied that Commonwealth responsibilities are met.</p> <p><i>Timeliness:</i> Norfolk Island legal aid paid quarterly (into Trust Account).</p> <p><i>Location:</i> Norfolk Island and the ACT, in accordance with Commonwealth responsibilities.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

Our objective is to assist with the execution of Commonwealth responsibilities in relation to land management and important national sites.

We continued implementation of the KAVHA Business Plan.

We paid \$469 000 to KAVHA for restoration works.

The Norfolk Island Crown Land initiative is progressing a number of planning and land management issues involving:

- Norfolk Island Plan Review;
- heritage regime implementation;
- plans of management for Reserves preparation;
- Roads Code preparation; and
- National Environmental Significance Study.

We made a legal aid payment of \$21 000 to the Norfolk Island Government.

We reviewed the existing memorandum of agreement between the Norfolk Island Government and the Commonwealth on legal aid assistance. The review was forwarded to the Norfolk Island Government by the Administrator for endorsement.

OUTPUT 3.3 – SERVICES TO REGIONAL COMMUNITIES, INCLUDING ADMINISTRATION OF PROGRAMS AND GRANTS FOR COMMUNITIES

4. Administer the Regional Solutions Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Regional Solutions Program. <p><i>(PAES – New Measure)</i></p>	<p><i>Quality:</i> In accordance with the Minister's standard performance measures for administering grants programs.</p> <p><i>Quantity:</i> 250 Applications. Managing 80 projects.</p> <p><i>Timeliness:</i> Payments made within 14 days of execution of contract.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The Regional Solutions Program provides assistance to regional, rural and remote areas of Australia to build their capacity to identify and implement opportunities to solve local problems and achieve self-sustainability through economic diversification.

From the commencement of the program in October 2000 to 30 June 2001, we received 970 applications for funding and were managing 125 grants in relation to community projects.

We met the Minister's standard performance measures for grant administration and made payments within 14 days of execution of contracts.

5. Administer the Special Structural Adjustment Package for the South-West Forests Region of Western Australia

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Special Structural Adjustment Package for the South-West Forests Region of Western Australia. <p>(PAES – New Measure)</p>	<p><i>Quality:</i> In accordance with the Minister's standard performance measures for administering grant programs.</p> <p>Minister satisfied with the quality of advice on the program and recommendations on the funding of projects.</p> <p>Advisory committee satisfied with secretariat service provided.</p> <p>Clients satisfied with the information provided about assessment and monitoring processes.</p> <p><i>Location:</i> South-west WA.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

This package supplements private sector investment through assistance to projects which generate long-term employment in the south-west forests region.

The Minister has approved guidelines and an application form for the program.

We lodged advertisements seeking applications for funding in May in the press. The Minister appointed an advisory committee, which met for the first time on 4 April 2001.

We have fielded a number of inquiries from clients seeking advice on the program.

There has been no adverse comment from the Minister, Advisory Committee or clients on the administration of the program.

6. Administer the compensation payment to Sydney Airport Corporation Limited for the sale of Sydney Airport land

Activity	Performance Targets
<ul style="list-style-type: none"> Compensation payment to Sydney Airport Corporation Limited for the sale of Sydney Airport land. <p>(PAES — New Activity)</p>	<p><i>Quality:</i> Effective administration of processes associated with the sale of Sydney Airport land to the NSW Government for completion of the M5 freeway.</p> <p><i>Quantity:</i> Single payment anticipated.</p>

Contributing Division(s): Airports

Performance Achieved

We have negotiated contracts, but the financial transaction has been delayed until the NSW Road Transport Authority completes a survey to determine final land requirements.

7. Countrylink

Activity	Performance Targets
<ul style="list-style-type: none"> Countrylink. 	<p><i>Quality:</i> Systems in place to ensure up-to-date, accurate information is provided in the Rural Book and to telephone inquiries.</p> <p>Positive client feedback from all Countrylink services.</p> <p><i>Quantity:</i> 25 000 calls. Ninety-five per cent of all calls answered. Produce and distribute 10 000 copies of the Rural Book. Maintain 325 information stands.</p> <p><i>Timeliness:</i> Send out the Rural Book within two days of request. All additional follow-up for telephone inquires addressed within the hour.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

Countrylink provides Australians, especially people living away from capital cities, access to information about Commonwealth programs and services.

We put systems in place to ensure that agencies provide up-to-date, accurate information for the information database, the Rural Book and Commonwealth Assistance for Local Projects.

We received 57 500 calls, of which 95 per cent were answered within one minute, the rest within five minutes.

We distributed 35 000 copies of the Rural Book.

We maintained 350 community information stands.

We received very positive client feedback from all Countrylink services.

8. Manage the National Awards for Innovation in Local Government

Area of Activity	Performance Targets
<ul style="list-style-type: none"> National Awards for Innovation in Local Government (NAILG). 	<p><i>Quality:</i> Satisfaction of local government with awards process and follow-up activities.</p> <p><i>Quantity:</i> 350 NAILG applications for 2000 round.</p> <p><i>Timeliness:</i> NAILG awards ceremony to be conducted at the Australian Local Government Association (ALGA) conference, December 2000.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The NAILG awards identify and promote local government initiatives that respond to current and emerging issues relating to Council's core business and encourage innovative solutions to local problems.

The 2000 NAILG attracted a record 387 entries, with a large increase in entries from rural and regional councils.

The awards ceremony was conducted at the ALGA National General Assembly on 5 December 2000.

DoTRS commenced a series of leading practice seminars for groups of councils, particularly in regional Australia, to showcase the achievements of category winners in the 2000 NAILG.

9. Manage a Remote Communities Liaison Service pilot

Area of Activity	Performance Targets
<ul style="list-style-type: none"> A pilot Remote Communities Liaison Service. 	<p><i>Quality:</i> High level of access to information about, and explanation of, government policies.</p> <p>More responsive, integrated and streamlined programs.</p> <p><i>Quantity:</i> Increase in support provided to communities in the region.</p> <p>Increased level of inquiries.</p> <p><i>Timeliness:</i> Ongoing.</p> <p><i>Location:</i> Central western Qld focus.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The Remote Communities Liaison Service provides a whole-of-government response, drawn from across the Commonwealth, to communities.

We evaluated the pilot service in March 2001 and it was found to be highly effective in:

- improving access to, and understanding of, Commonwealth programs;
- tailoring responses from the Commonwealth; and
- testing joint funding across programs to meet local needs.

The strength of the pilot has been the ability to work with, and across communities in central western Qld to identify and access Commonwealth government funding opportunities. It has demonstrated that the practical assistance and local interaction communities are seeking can be achieved cost effectively and improve access to existing programs.

10. Administer Adelaide Airport Noise Amelioration Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Adelaide Airport Noise Amelioration Program. 	<p><i>Quality:</i> Ministers satisfied with quality of advice. Ministers and community satisfied with program administration arrangements.</p> <p><i>Quantity:</i> Development of program administration arrangements for insulation of eligible public buildings and up to 550 residences.</p>

Contributing Division(s): Airports

Performance Achieved

We have implemented program management arrangements to insulate eligible public buildings and residences surrounding Adelaide Airport to assist the environmental sustainability of operations at the Airport. The program has proved attractive to residents, with 94 per cent having registered their houses for insulation. Customer satisfaction in the limited number of houses insulated to date has been highly positive.

11. Administer the Sydney Airport Noise Amelioration Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Sydney Airport Noise Amelioration Program. 	<p><i>Quality:</i> Ministers satisfied with quality of advice. Ministers and community satisfied with program administration arrangements.</p> <p><i>Quantity:</i> Resolution of program policy issues as necessary. Management of one contractor servicing insulation of up to 1000 eligible residences and 12 public buildings.</p>

Contributing Division(s): Airports

Performance Achieved

The insulation of eligible public buildings and residences surrounding Sydney (Kingsford Smith) Airport assists the environmental sustainability of operations at the Airport. One hundred and seventy-eight completed insulation questionnaires were received from residents during 2000–01, with 92 per cent rating the overall outcome of the insulation process as very good or excellent. Any complaints regarding the insulation work undertaken on properties are fully investigated by the Department's project manager. We have also negotiated an extended warranty arrangement to cover airconditioners installed under the program. We have put in place dispute resolution procedures, including provision for review of administrative decisions by an independent arbitrator. We received no applications for review during the year. The results of noise testing after insulation continue to show that we are achieving our target of an average aircraft noise reduction of 10dB[A] in bedrooms of brick houses, with a reduction of 5dB[A] or more being achieved in 90 per cent of cases. Good results (an average of 8.5dB[A]) continue to be achieved in houses of lightweight construction where wall insulation has been applied.

12. Administer the subsidy to minimise impact of transition to location-specific pricing for airport control towers

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Subsidy to minimise impact of transition to location-specific pricing for airport control towers. 	<p><i>Quality:</i> Air traffic control services at regional and general aviation airports maintained at a reasonable cost to users.</p>

Contributing Division(s): Aviation

Performance Achieved

The subsidy ensures that air traffic control tower charges are maintained at a reasonable cost to users. In 2000–01 charges have remained capped at an affordable level for users at the subsidised 15 regional and general aviation airports.

13. Administer the Remote Air Service Subsidy Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Remote Air Service Subsidy (RASS) Scheme. 	<p><i>Quality:</i> Advice that will enable the Ministers to make informed decisions on the future administration of RASS.</p> <p><i>Quantity:</i> Contracts with five operators serving approximately 200 locations.</p>

Contributing Division(s): Aviation

Performance Achieved

The RASS scheme is aimed at ensuring communities in remote areas have access to essential air transport services.

We established new contracts with five air operators serving approximately 200 communities for three and a half years. These contracts have been operational since 1 January 2001.

Consistent with the Government's May 2000 Budget announcement, the new arrangements require a regular passenger service on all RASS routes, and funds have been made available to expand the scheme to include additional communities.

14. Administer the grant funds for restructuring of Australian National Railways Commission

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Grant funds for restructuring of Australian National Railways Commission (AN). 	<p><i>Quality:</i> Environmental remediation to meet agreed standards. Resolve legal claims lodged against AN to the satisfaction of the Ministers.</p> <p><i>Quantity:</i> Finalise \$50 million environmental remediation programs; estimated payments of \$13 million.</p>

Contributing Division(s): Land Transport

Performance Achieved

To fulfil outstanding AN obligations following the wind up of the AN legal entity, we attended to 12 personal liability claims (the majority of which were mesothelioma claims). In addition, 238 South Australian and Tasmanian remediation sites have now received sign-off. We paid \$2.3 million for the environmental remediation program. Payments did not reach the estimated figure of \$13 million primarily due to our responsibility for the program being assumed later in the year than originally expected.

15. Administer a grant to establish a national secretariat to organise & promote 2002 – Year of the Outback

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Grant to establish a national secretariat to organise & promote 2002 – Year of the Outback. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The promotion of 2002 – Year of the Outback aims to raise awareness of regional Australia and its importance in the development of our culture and economic wealth.

We have monitored and evaluated the National Secretariat as per the memorandum of understanding with Outback 2002 Limited.

16. Administer the Rural Communities Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Rural Communities Program (RCP). 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p>Clear, timely and comprehensive initial assessment of grant applications.</p> <p>Clients satisfied with the information provided regarding assessment and monitoring processes.</p> <p><i>Quantity:</i> Up to 30 RCP applications.</p> <p>Managing 300 projects.</p> <p><i>Timeliness:</i> Timeliness of advice on program progress to the satisfaction of Ministers. Contracts exchanged and payments made within two months of project approval.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The RCP aims to strengthen regional and rural Australia by encouraging diverse, dynamic and self-reliant rural communities. In 2000–01 we:

- approved 10 new projects from a total of 22 applications received;
- attended one formal meeting of the Rural Communities Program Advisory Committee in August 2000 and considered a number of additional matters out of session; and
- managed 383 projects.

17. Administer the Rural Plan Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Rural Plan Program. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p>Clear, timely and comprehensive assessment of grant applications.</p> <p>Clients satisfied with the information provided regarding assessment and monitoring processes.</p> <p>Detailed advice to Ministers regarding project applications.</p> <p>Provide feedback to prospective applicants regarding potential projects.</p> <p><i>Quantity:</i> Managing 45 funded projects.</p> <p><i>Timeliness:</i> Contracts exchanged and payments made within two months of project approval.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The objective of the Rural Plan Program is to encourage diverse, dynamic and self-reliant communities and profitable and sustainable rural industries.

The third and final round of the Rural Plan was approved in June 2000 and we managed the eight projects that were successful in that round.

We managed a total of 53 Rural Plan projects during the year.

18. Administer Understanding Rural Australia research program and related research funds

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Understanding Rural Australia (URA) research program and related research funds. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p>Ministers satisfied with quality of advice recommending initiatives, which will provide better information on rural social data.</p> <p>Follow-up activity is undertaken to the satisfaction of the committee.</p> <p>Program funds are allocated in accordance with committee and ministerial priorities.</p> <p><i>Timeliness:</i> As specified in contractual arrangements.</p> <p>Requirements of committee members are met.</p> <p>Quarterly meetings.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The object of this program is to understand, manage and support the socioeconomic changes in rural and regional Australia, and was established to progress the techniques and processes that foster sustainable community development.

One URA Advisory Committee meeting was held in Canberra in September 2000. The Advisory Committee was provided with required information prior to the meeting.

We provided the Advisory Committee recommendations to the Minister in a timely manner and all grant monies for the year were allocated.

Quarterly meetings were not required as a satisfactory result was obtained through the September 2000 meeting.

Follow-up information was provided to stakeholders on request.

19. Administer the Rural Domestic Violence Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Rural Domestic Violence Program. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p>Clear and timely information to clients.</p> <p>Rural Domestic Violence Advisory Committee's satisfaction with secretariat service.</p> <p><i>Quantity/Timeliness:</i> Monitoring up to 17 small grants, to be finalised by June 2001. Development of case study resource material documenting good practice domestic violence strategies. One Rural Domestic Violence Advisory Committee meeting per annum.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The Rural Domestic Violence Program investigates and seeks to address the particular domestic violence issues that affect people living in regional, rural and remote areas.

We received progress reports from projects in September and December 2000. As at 31 May 2001, 16 projects were completed and one project partly completed. The best practice case studies booklet was completed mid-June 2001. No meetings of the Rural Domestic Violence Advisory Committee were required in 2000-01.

20. Administer the Regional and Rural Development Grant

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Regional and Rural Development Grant (formerly known as: 'Rural Development Centre Grant'). 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

Under the Research and Development Programs for Rural and Regional Australia initiative, Regional and Rural Development Grant projects foster community development activities that enhance the community understanding of development techniques and processes.

We provided satisfactory advice to the Minister and stakeholders, resulting in the publication of the ABARE report 'Country Australia – Influences on Employment and Population Growth', launched in January 2001.

21. Administer the Regional and Rural Research and Information and Data Grant

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Regional and Rural Research and Information and Data Grant. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved
<p>This program provides grants to regional universities, TAFEs, local governments, business and community groups for research based projects under the Research and Development Programs for Regional and Rural Australia. Four projects were funded during 2000–01 at a cost of \$62 210:</p> <ul style="list-style-type: none"> a sustainable regional development kit; rural and regional statistics; supporting documents for the Regional Australia Summit; and a Rural Roads conference.

22. Administer the Government's involvement in the Foundation for Rural & Regional Renewal

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Government involvement in the Foundation for Rural & Regional Renewal (formerly known as: 'Australian Rural Partnerships Foundation'). 	<p><i>Quality:</i> Advice to the Minister and the Secretary is in accordance with the Minister's standard performance measures for policy advice.</p> <p><i>Quantity:</i> One annual payment.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved
<p>As part of the outcome of the Regional Australia Summit, the Foundation assists regional, rural and remote communities to respond to economic, social and cultural change. In 2000–01 we:</p> <ul style="list-style-type: none"> provided advice to the Minister and Secretary as and when required; and made payments in accordance with the Deed of Grant. <p>Projects funded include assisting regional communities to establish their own foundations, supporting youth initiative programs and schemes aimed at increasing community's opportunities for business development.</p>

23. Administer the Rural Transaction Centres Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Rural Transaction Centres (RTC) Program. 	<p><i>Quality:</i> In accordance with the Ministers’ standard performance measures for administering grants programs.</p> <p>Communities have sufficient information and support to enable them to develop quality applications and effective administration of Centres.</p> <p>Advisory panel satisfied with organisation of, and support for, its meetings.</p> <p>Minister satisfied with quality of documentation submitted for determination of grant applications.</p> <p><i>Quantity:</i> Up to 150 applications determined in 2000–01.</p> <p>Up to 40 brokers listed in register.</p> <p><i>Timeliness:</i> All Business Plan applications submitted for determination within three weeks of receipt of all relevant information.</p> <p>Processing of all project assistance applications commenced within two weeks of receipt.</p> <p>All applications submitted to Minister for determination within three weeks of panel meeting.</p> <p>All contract material despatched to grant recipients within 14 days of application decision.</p> <p><i>Location:</i> Regional, rural and remote communities of less than 3000 residents.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved
<p>Rural Transaction Centres assist the development of small regional, rural and remote communities by providing access to basic transaction services.</p> <p>We have met the Ministers’ guidelines, and their satisfaction with the quality of our performance is high. The Division continually reviews its performance in relation to the Ministers’ requirements.</p> <p>We have made information regarding the program available via a national free call number, the RTC Field Officer Network, our Internet site, newsletter and representation at various conferences.</p> <p>We conducted a formal survey of the Advisory Panel with positive results.</p> <p>We determined 206 grant applications.</p> <p>The brokers’ register was dissolved with the introduction of the RTC Field Officers Network.</p> <p>We received all relevant information for business plan applications within three weeks.</p> <p>We commenced processing of project assistance applications within two weeks of receipt.</p> <p>We submitted applications to the Minister within three weeks of the panel meeting.</p> <p>We did not send contract material within 14 days of the application decision due to the program’s evolution, which saw more complex applications, including co-funding arrangements.</p>

24. Administer the acquisition of properties on, and neighbouring, the Badgerys Creek site, and management of leases

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Acquisition of properties on, and neighbouring, the Badgerys Creek site and management of leases. 	<p><i>Quality:</i> Effective administration of processes associated with property acquisition and management at Badgerys Creek.</p> <p><i>Quantity:</i> Acquisitions – settlement of four outstanding compensation claims against compulsory acquisitions and a possible eight voluntary acquisitions. Management of previously acquired properties under two property management agreements.</p>

Contributing Division(s): Airports

Performance Achieved
<p>As part of the acquisition and management of a potential site for a second Sydney Airport we:</p> <ul style="list-style-type: none"> monitored property management agreements, with directions provided as appropriate on emerging issues; and progressed negotiations for the settlement of three outstanding claims against compulsory acquisitions during this financial year. <p>There were no new property acquisitions or settlements during the financial year.</p>

25. Administer the Road Safety Black Spot Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Road Safety Black Spot Program 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p>Government and community satisfaction with the administration of the program.</p> <p>Independent review by BTE of the program's effectiveness.</p> <p><i>Quantity:</i> Administer one program per State and Territory – 400 projects in total.</p> <p><i>Timeliness:</i> Timely preparation of State and Territory programs.</p> <p>Progressive payments to States and Territories, based on confirmation of program delivery.</p> <p><i>Location:</i> 50 per cent in rural locations.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved
<p>The Black Spot Program is intended to improve the safety of Australia's roads through cost-effective treatment of hazardous road locations and, in doing so, reduce the cost to the community of road trauma.</p> <p>Feedback through community panels indicates strong support for the program.</p> <p>BTE is undertaking an evaluation of the Blackspot Program.</p> <p>All State and Territory programs have been approved and comprise 455 projects.</p> <p>Of these, 229 projects valued at \$25.6 million were in rural and regional Australia.</p> <p>Total payments of \$41.182 million were made in 2000–01.</p>

26. Administer the Local Government Incentive Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Local Government Incentive Program (LGIP). 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants Programs.</p> <p><i>Quantity:</i> As approved by the Minister.</p> <p><i>Timeliness:</i> Payments made in accordance with Deeds of Grant.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The LGIP provides direct support to local government in support of national priorities.

We approved 55 LGIP grants for \$4.1 million in accordance with guidelines. Approved grants assist councils in meeting national priorities in:

- adopting leading practice;
- sharing resources and expertise across councils;
- having an enhanced role in leading their communities; and
- gaining increased capacity to contribute to regional development.

27. Administer the wind-up of the Local Government Development Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Wind-up of the Local Government Development Program (LGDP). 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p>All projects are completed, including final reports and acquittals.</p> <p><i>Quantity:</i> 20 LGDP projects.</p> <p><i>Timeliness:</i> Payments made in accordance with Deeds of Grant.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The LGDP aimed to assist and promote local government in addressing social, cultural and economic priorities and community well-being. The program has since been superseded by the Local Government Incentive Program.

The wind-up of LGDP occurred in accordance with ministerial, ANAO and Department of Finance and Administration procedures.

All projects were completed during 2000–01.

28. Administer the Local Government Financial Assistance Grants Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Preparation of the 1999–2000 Report on the Operation of the <i>Local Government (Financial Assistance) Act 1995</i>. 	<p><i>Quality:</i> Grants administered in accordance with the <i>Local Government (Financial Assistance) Act 1995</i>.</p> <p>Minister is satisfied with the quality of the 1999–2000 Local Government National Report.</p> <p><i>Quantity:</i> Grants approved for each State, NT, ACT and quarterly payments made.</p> <p>National Report prepared and distributed to parliamentarians, councils and other stakeholders.</p> <p><i>Timeliness:</i> Submissions from State Ministers analysed and processed for ministerial consideration within one week of receipt.</p> <p>Quarterly payments as soon as practicable after all legislative requirements have been met.</p> <p>National Report tabled in Parliament and distributed to councils before the end of 2000.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The aim of the Local Government Financial Assistance Grants is to promote fiscal equity and performance improvement in local government and the facilitation of local government's contribution to national, economic, social and environmental performance.

DoTRS administered \$1.3 billion in untied financial assistance grants to local government in 2000–01 under the *Local Government (Financial Assistance) Act 1995*.

This represented a 4.58 per cent – or \$58 million – increase over the previous year (Note: These are cash payments).

We provided local government financial assistance grants to the States and Territories as required by the Act.

We analysed and processed submissions from State Ministers for consideration by the Federal Minister by 15 August 2000 or within one week of receipt (whichever was the later).

We have initiated a review of the operation of the *Local Government (Financial Assistance) Act 1995* in line with requirements under section 17 of the Act.

The fifth Local Government National Report for 1999–2000 was tabled in Parliament on 6 March 2001. This did not meet the projected timeframe of the end of 2000 because some States were late in providing input and some staff were unavailable because of other work priorities, thus delaying the publishing and production schedules.

29. Administer ACT Special Purpose Payments

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Payments to ACT Government for National Capital influences on the cost of municipal services. Payments to ACT Government for National Capital influences on the provision of water and sewerage services. 	<p><i>Quality:</i> Payments administered according to ACT/Commonwealth agreements.</p> <p><i>Timeliness:</i> 100 per cent of fortnightly payments made on time.</p> <p><i>Location:</i> ACT.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To assist the ACT to meet the additional municipal costs it bears arising from Canberra's role as the national capital, we made 26 fortnightly payments on time administered in accordance with ACT–Commonwealth agreement.

30. Administer the Flood Recovery Fund

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Flood Recovery Fund. <p><i>(New measure not listed in 2000–01 PBS/PAES)</i></p>	<p><i>Quality:</i> Expend Flood Recovery Fund on eligible projects and in accordance with requirements for administering grant programs.</p> <p><i>Quantity:</i> Fund fully expended.</p> <p><i>Location:</i> Areas of central and northern NSW and southern Qld that were flooded in November 2000 and areas of the NSW north coast that were flooded in January–March 2001.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved
<p>To provide extra assistance to communities affected by floods for clean-up, repairs and community services, we:</p> <ul style="list-style-type: none"> advertised the Flood Recovery Fund widely in flood-affected areas; assessed 59 projects totalling \$1.4 million as eligible in 2000–01 and paid grants in accordance with requirements; and are still processing further applications at the end of 2000–01.

31. Administer Commonwealth Flood Assistance Package Business Grants

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Commonwealth Flood Assistance Package Business Grants. <p><i>(New measure not listed in 2000–01 PBS/PAES)</i></p>	<p><i>Quality:</i> Contract Centrelink to receive and assess applications and provide reimbursement grants to eligible businesses.</p> <p><i>Quantity:</i> All applying eligible businesses receive appropriate grant funding.</p> <p><i>Location:</i> Areas of central and northern NSW and southern Qld that were flooded in November 2000 and areas of the NSW north coast that were flooded in January–March 2001.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved
<p>To provide assistance to businesses affected by floods toward the clean-up, repairs and restocking, we:</p> <ul style="list-style-type: none"> advertised the scheme widely in flood-affected areas; assessed 61 per cent of the 736 applications lodged in 2000–01 as eligible; and made payments. <p>Three formal appeals against our assessments were lodged.</p>

32. Administer the Regional Flood Mitigation Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Regional Flood Mitigation Program (RFMP). 	<p><i>Quality:</i> Projects are consistent with:</p> <ul style="list-style-type: none"> Total/Integrated Catchment Management; Ecologically Sustainable Development; and Best Practice Guidelines: Floodplain Management in Australia. <p><i>Location:</i> Rural and regional Australia.</p> <p><i>Quality:</i> High level of integration of RFMP with Commonwealth natural disaster mitigation, including risk management.</p> <p>In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Quantity:</i> Over 100 projects.</p> <p><i>Timeliness:</i> 100 per cent of quarterly payments made on time.</p> <p><i>Location:</i> Rural and Regional Australia.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To assist State and Territory Governments and local agencies in the implementation of priority, cost-effective flood mitigation works and measures we:

- approved projects that are consistent with
 - Total/Integrated Catchment Management;
 - Ecologically Sustainable Development; and
 - Best Practice Guidelines: Floodplain Management in Australia.
- Oversaw the Disaster Mitigation Research Project (undertaken by BTE):
 - Module 1 – Report published *Economic Costs of Natural Disasters in Australia*; and
 - Module 2 – Research of Costs/Benefits of Flood Mitigation Measures commenced.
- funded a total of 92 projects in the first two years of the Program; and
- made a 100 per cent payment when the required financial reports and signed agreement for Year 2 initial payments were provided.

33. Administer local government payments to Christmas Island and the Cocos (Keeling) Islands

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Local government payments to Christmas Island and the Cocos (Keeling) Islands. 	<p><i>Quality:</i> Level of grants assessed annually by the WA Local Government Grants Commission consistent with the practice followed for WA shires.</p> <p><i>Quantity:</i> One grant to each Territory.</p> <p><i>Timeliness:</i> Grant paid to the shires by instalments: due dates 15 August, 15 November, 15 February and 15 May.</p> <p><i>Location:</i> Christmas Island and Cocos (Keeling) Islands.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To assist Commonwealth objectives for local government, we made quarterly payments to the Indian Ocean Territories shires by the due dates. The WA Local Government Grants Commission assessed the required grants.

34. Administer grant funding to the Wreck Bay Aboriginal Community Council

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Grant funding to the Wreck Bay Aboriginal Community Council. 	<p><i>Quality:</i> In accordance with ministerial directions and the Deed.</p> <p><i>Quantity:</i> Maintain parity with comparable NSW Aboriginal communities.</p> <p><i>Timeliness:</i> As required by the Deed.</p> <p><i>Location:</i> Jervis Bay Territory.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To bring the community's living standards into line with neighbouring communities in NSW, grant payments were made in a timely manner in accordance with the Deed of Grant and have been properly acquitted as required in the Deed.

35. Administer payments to ACT Government

Area of Activity	Performance Targets
<ul style="list-style-type: none"> French–Australia School. Sidney Nolan Gallery. Registration of Diplomatic Vehicles. International Bacculaureate. Registration of Births, Deaths and Marriages for Diplomatic Staff. Correspondence courses for children of diplomats. 	<p><i>Quality:</i> Payment processes to meet audit standards.</p> <p><i>Quantity:</i> 24 payments.</p> <p><i>Timeliness:</i> 100 per cent of quarterly payments made on time.</p> <p><i>Location:</i> ACT.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To assist the ACT to meet the additional municipal costs it bears arising from Canberra's role as the national capital, we made 24 payments (all on time).

36. Administer and close the Cyclone Elaine and Vance Trust Fund

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Cyclone Elaine and Vance Trust Fund. 	<p><i>Quality:</i> Terms of agreement met.</p> <p><i>Timeliness:</i> Program to be completed by the end of 2000.</p> <p><i>Location:</i> Exmouth Region and Moora, WA.</p> <p><i>Change:</i> Locations also include Onslow, Gascoyne Pastoral Region.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

The trust fund is fully committed in accordance with the Trust Agreement. We have commenced the wind-up of the trust fund.

37. Administer annual repayment of principal and interest in respect of loans to pay for Commonwealth assets transferred to NT in 1978

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Annual repayment of principal and interest in respect of loans to pay for Commonwealth assets transferred to NT in 1978. 	<p><i>Quality:</i> Payment processes to meet audit standards.</p> <p><i>Quantity:</i> One annual payment.</p> <p><i>Timeliness:</i> Immediately prior to 30 June.</p> <p><i>Location:</i> NT.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

We made the payment in accordance with the agreement.

38. Monitor NT loans taken out on money market guaranteed by Commonwealth

Area of Activity	Performance Targets
<ul style="list-style-type: none"> NT loans taken out on money market guaranteed by Commonwealth. 	<p><i>Quality:</i> Ensure that the process complies with guidelines, all conditions of loan deed are met and repayments made.</p> <p><i>Quantity:</i> 14 loans.</p> <p><i>Timeliness:</i> Repayments made every 12 months.</p> <p><i>Location:</i> NT.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

Sixteen loans are active; six loans expired during 2000–01.

We monitor guarantees and will continue to monitor active loans until maturity in accordance with the guidelines.

39. Administer the Newcastle Structural Adjustment Fund

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Newcastle Structural Adjustment Fund. <p>(New activity not listed in 2000–01 PBS/PAES)</p>	<p><i>Quality:</i> Minister satisfied with quality of advice on projects seeking funding under the programs.</p> <p>NSW Government delivers the program on behalf of the Commonwealth in accordance with the Deed of Grant.</p> <p><i>Timeliness:</i> Advice to the Minister within three weeks of receiving all relevant information.</p> <p><i>Location:</i> Hunter region.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

On 2 May 2001 Senator Macdonald and Senator Tierney jointly announced the final three grants under the Newcastle Structural Adjustment Fund.

In all, \$11.4 million was committed under the fund for 14 projects. Projects approved for funding during the financial year were the Lake Macquarie cycleway, the Forgacs floating dock, the Varley Fire Commander production facility, Stuart and Sons piano manufacturing facility, Trucksmart heavy vehicles workshop and Exel garden fittings facility.

The original \$10 million fund was boosted by accrued interest of around \$710 000 and a special allocation of \$735 000 approved by the Prime Minister.

40. Administer the Rail Reform Transition Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Rail Reform Transition Program. <p>(New activity not listed in 2000–01 PBS/PAES)</p>	<p><i>Quality:</i> Minister satisfied with quality of advice on projects seeking funding under the programs.</p> <p>Relevant State Governments and Territories deliver the programs on behalf of the Commonwealth in accordance with Deeds of Grant.</p> <p>Levels of expenditure in the different regions are within the range of projected allocations.</p> <p><i>Timeliness:</i> Advice to the Minister within three weeks of receiving all relevant information.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

On 27 July 2000, Senator Macdonald announced, under the Rail Reform Transition Program, the use of \$75 000 plus interest to appoint a project officer in the NT to work with central Australian businesses to prepare them for opportunities arising from the construction and operation of the Adelaide to Darwin railway.

In SA, \$300 000 was allocated for the establishment of a water and gas valve manufacturing facility, \$250 000 for the expansion of three high-tech multi-media companies, \$1.1 million for three aquaculture companies to develop their facilities, and \$45 000 to establish a miniature railway tourism project at Port Pirie.

41. Administer the Eden Region Adjustment Package

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Eden Region Adjustment Package. <p>(New activity not listed in 2000–01 PBS/PAES)</p>	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Timeliness:</i> Timeliness of advice on program progress to the satisfaction of the Ministers.</p> <p><i>Location:</i> Eden region focus.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

On 5 December 2000 Senator Macdonald and the Minister for Forestry and Conservation, the Hon. Wilson Tuckey, MP, announced further funding of \$1.8 million under the \$3.6 million Eden Region Adjustment Package for three major projects, the Pieman from Snowy River, Goldbat fishing vessel and the Boydtown tourist development. Senator Macdonald and Mr Tuckey have joint policy responsibility for the package but the financial administration of the package is undertaken by the Department of Agriculture, Fisheries and Forestry – Australia.

FINANCIAL PERFORMANCE

Budget*	\$104.913m
Actual Outcome	\$117.236m
Variation	11.7%

*Budget reflects accrual estimates as opposed to cash estimates which were reported in the Portfolio Additional Estimates Statements 2000–01.

The greater than budgeted expenditure is mostly attributable to the abnormal write-down of assets on the Indian Ocean Territories, including for the Cocos (Keeling) Island Power Station, which was destroyed by fire, and the transfer of local roads on Christmas Island to the Council.

Further, the increase in expenditure is also due to the greater than expected demand for regional programs, in particular the Regional Solutions Program and Rural Transaction Centres and the implementation of new programs, namely the Flood Recovery Fund and the Flood Assistance Package – Small Business Grants.

Northern Australia Forum

Northern Australia: Forum for Growth into the New Century was held in Katherine, NT, 17–20 October 2000. The area covered is roughly all of Australia above the Tropic of Capricorn including Cocos (Keeling), Christmas and Torres Strait Islands. More than 200 delegates, most selected by members of their own communities, attended from right across northern Australia.

Given the size and range of issues for northern Australia, a series of 21 pre-forum local consultations were held across the north from April to August 2000. Issues raised at these local consultations were used to set the agenda for the forum.

The Government has already provided formal whole-of-government responses to the top priority items identified in each region through local consultations. The Government will provide a formal 'whole-of-government' response to the major issues identified by the forum in August or September 2001.

The forum identified action needed across a range of priority areas, especially sustainable economic development, community empowerment and improved working relationships across the north, and agreed on a future direction for northern Australia.

Key outcomes identified to achieve this future included:

- The Federal, WA, NT and Qld Governments have jointly funded a package of actions – 'Collaboration Across the North'.
- The relevant regional development Ministers will meet regularly to discuss progress on the forum outcomes.
- A series of seminars to promote the north hosted by the Committee for Economic Development of Australia took place in April and May 2001.
- Three additional TradeStart offices have been located in the North.

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Links to Portfolio Outcome

As part of its contribution to *Linking Australia through transport and regional services*, DoTRS provides services to industry. It facilitates trade by providing secretariat and other support services to a range of transport-related trade forums, and by representing the Minister on these issues at international forums.

DoTRS disseminates a comprehensive range of transport safety and security-related information to industry and the Australian public.

OUTPUT 4.1 – TRADE FACILITATION

1. Implement Asia Logistics Project initiative

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Supermarket to Asia (STA); • Economic and Social Commission for Asia and Pacific (ESCAP); and • ASEAN/Closer Economic Relations (CER). 	<p><i>Quality:</i> Meet STA and ESCAP requirements regarding the Department's participation.</p> <p><i>Quantity:</i> Delivery of regional report and two training workshops.</p> <p><i>Timeliness:</i> In accordance with timeframes agreed in contracts.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

We contributed to the successful export of Australian products by being involved in the improvement of the overseas segment of Australia's export supply chains.

We attended the ASEAN/CER transport officials' meeting in Brunei (November 2000) and conducted a logistics training workshop in Bangkok in conjunction with ESCAP and ASEAN (March 2001).

The workshop complied with AusAID funding requirements.

Plans to stage a second workshop were deferred after consultation with ASEAN.

2. Participate in bilateral discussions aimed at facilitating trade in transport products and services

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Promoting Australian expertise and addressing key issues for industry. 	<p><i>Quality:</i> Government and industry satisfaction with effectiveness of input to discussions and the outcomes.</p> <p><i>Quantity:</i> Two meetings with Indonesia, one meeting with Japan, and one meeting with China per year.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

We participated in bilateral discussions that facilitate awareness of Australian transport and logistics industry capabilities in potential export markets and promote closer government-to-government relationships in the transport sector.

We participated in discussions with Indonesia in the fourth Australia-Indonesia official transport meeting in November 2000, in the Australia-Indonesia Ministerial Forum and the third ministerial meeting of the Australia-Indonesia Development Area in December 2000.

The Minister visited China in April 2001 and signed a memorandum of understanding in the transport sector with the Senior Executive Vice Chairman of the State Development Planning Commission.

The Australia-Japan Ministerial Committee meeting scheduled for October 2000 was postponed and as yet no further meeting date has been set.

3. Management of trade and logistics communications and information activities

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Prepare and distribute Transport Trade and Logistics newsletter. • Maintain trade and logistics website. 	<p><i>Quality:</i> Transport Trade and Logistics newsletter and website client feedback.</p> <p><i>Quantity:</i> Four newsletters produced per year, circulation 4000.</p> <p><i>Timeliness:</i> Newsletter distributed to client list within two weeks of printing.</p> <p>Website updated at two-monthly intervals.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

Freight logistics is a knowledge-based activity designed to benefit the industry's ability to deliver quality products efficiently and effectively. We contributed to this by providing a central source of information to government and industry.

We produced only two issues of the *Transport Trade & Logistics Newsletter* (November 2000 and May 2001).

We distributed the newsletters to more than 4000 logistics network contacts and also made them available on the website.

We posted additional information to the appropriate website, which we reviewed every two months and updated.

4. Lead APEC Transportation Working Group projects

Activity	Performance Targets
<ul style="list-style-type: none"> • Improving transport system efficiency and safety in the Asia-Pacific region, and more liberalised and transparent regulatory regimes. 	<p><i>Quality:</i> Projects carried out in line with specified objectives and within allocated budgets.</p> <p><i>Quantity:</i> Lead up to 10 APEC projects.</p> <p><i>Timeliness:</i> Projects completed in accordance with agreed timeframes.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To assist improvement of regional transportation systems and the creation of opportunities for the export of Australian expertise, we managed seven ongoing APEC-funded projects valued at more than \$US0.35 million and directed at improving transport system efficiency and safety in the region.

5. Advice to other government agencies on transport trade matters

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Transport trade matters. 	<p><i>Quality:</i> Client satisfaction with effectiveness of input.</p> <p><i>Quantity:</i> As information is requested by stakeholders.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To ensure that due regard is given to Australia's transport policy objectives, we provided the Department of Foreign Affairs and Trade with briefings on transport-related matters, including CER and NZ Shipping Review Report, and participated in the discussions on the Australia-Singapore Free Trade Agreement.

6. Facilitate industry input into bilateral, regional and multilateral activities

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Industry input into bilateral, regional and multilateral activities. 	<p><i>Quality:</i> Stakeholder satisfaction with information and support.</p> <p><i>Quantity:</i> Meetings with industry as required.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To ensure its views are well represented and voiced, industry participated in the Australian APEC TPT-WG delegations, in the departmental discussions with Indonesia in November 2000 and the Minister's visits to China in April 2001.

7. Participate in IMO Facilitation Committee, and relevant intersessional correspondence groups

Area of Activity	Performance Targets
<ul style="list-style-type: none"> IMO Facilitation Committee (FAL Committee) and relevant intersessional correspondence groups. 	<p><i>Quality:</i> Stakeholder satisfaction with outcomes of FAL Committee and work.</p> <p><i>Quantity:</i> One FAL Committee meeting per year.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

Through our participation in the IMO Facilitation Committee, we assist in the standardisation and simplification of documents and procedures required of ships on international voyages.

We developed an agreed position among industry, Immigration and Customs to take to the FAL Committee's intersessional correspondence groups and 28th meeting in November 2000.

Agreement has been reached on electronic message standards for reports and clearance of ships and provisional standards recommended for dealing with stowaways. We commenced harmonising and reducing certificates carried by ships.

8. Contribute to activities that promote increased use of e-commerce in transport and related activities

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Promote increased use of e-commerce in transport and related activities. 	<p><i>Quality:</i> Government and industry satisfaction with effectiveness of input to discussions and projects.</p> <p><i>Quantity:</i> Up to three APEC meetings and as many meetings as required with industry and other government agencies per year.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

The promotion of e-commerce increases efficiencies in the Australian transport and related trading sector (especially in rural and regional Australia) by advancing the uptake and use of electronic commerce domestically and internationally. We participated in the development of a range of projects aimed at exploring impediments to, and opportunities for, the take-up of e-commerce by the Australian transport and logistics sectors. We:

- chaired the APEC Transportation Working Group Electronic Commerce Group and attended meetings in Singapore and Brunei;
- attended the APEC Electronic Commerce Steering Group in Canberra;
- completed an APEC-funded Program to Assist the Implementation of Electronic Commerce for Commercial Messages;
- progressed APEC funded projects on Electronic Commerce Training in Maritime Transport, Electronic Port Manifests and a Paperless Trading Demonstration Project;
- received APEC funding for a new Electronic Intra-Port Community Discussion Group Pilot Project;
- completed a joint project with National Office of Information and Economy and the Department of Industry, Science and Resources to study the impact of the Internet on global supply chains; and
- completed an APEC-funded electronic commerce training and awareness raising project.

9. Facilitate maritime training projects and participate in meetings of Australia – Maritime Training

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Maritime training projects and meetings of Australia – Maritime Training (A–MT). 	<p><i>Quality:</i> Government and industry satisfaction with performance.</p> <p><i>Quantity:</i> At least one application for funding approval and four meetings of A–MT per year.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To facilitate the export of maritime training expertise and to expose Australian maritime training institutions in the Asia–Pacific region, we:

- submitted one application to AusAID;
- participated in four A–MT meetings; and
- completed two training projects.

10. Liaison with Australian transport industry

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Australian transport industry. 	<p><i>Quality:</i> Stakeholder satisfaction with responses to requests.</p> <p><i>Quantity:</i> As required.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

Through industry participation, we promote the efficient, safe and environmentally sustainable movement of goods and services in Australia and internationally.

There was considerable stakeholder participation in AMSA's Conference, the APEC Symposium, which the Secretary chaired, and ADFA's Regional Shipping Conference, where the Secretary presented speeches.

We participated in:

- two meetings of the Australian Maritime Defence Council;
- a coastal shipping workshop organised by the WA Sea Freight Council; and
- a super yacht industry workshop.

We regularly issued *XMT Update* (the Division's newsletter to inform industry of work program outcomes and objectives).

11. Contribute to the development of internationally harmonised vehicle safety standards

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Assist in overcoming trade barriers to vehicle product. • Implement and manage arrangements applying to overseas agreements and activities: <ul style="list-style-type: none"> – UN/Economic Commission for Europe (ECE) 1958 Agreement. – Activities related to APEC assessment of vehicle standards and conformity. 	<p><i>Quality:</i> Stakeholder satisfaction with appropriate harmonisation of standards and the effectiveness of implementation and management arrangements.</p> <p><i>Quantity:</i> Attend three Working Party 29 and any ECE working group meetings as necessary, at least two meetings of each local working group and two APEC meetings.</p> <p><i>Timeliness:</i> Meet agreed deadlines. Implementation procedures in place to meet industry demand. Completion of APEC Road Transport Harmonisation Project (RTHP) by 2003.</p>

Contributing Division(s): Land Transport

Performance Achieved

We attended:

- three Working Party 29 meetings;
- one meeting of Expert Group on Passive Safety; and
- two APEC meetings.

Industry has advised its priorities for ADR harmonisation.

RTHP for 2000 has been completed. The work involved seven economies developing harmonisation action plans.

The final series of RTHP projects, which will provide training for regulators in developing economies to implement their action plans for harmonised regulatory systems, is expected to commence in 2002, and is on track for completion by 2003.

OUTPUT 4.2 – SAFETY AND SECURITY INFORMATION AND EDUCATION

12. Provision of information related to transport safety

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Information related to transport safety provided to inquirers via database searches. Maintenance of the ATSB website as a major repository for up-to-date safety information produced by ATSB. Presentations to industry; conferences. Freedom of information requests. Attendance at inquests and legal hearings to provide expert advice and evidence. Subpoenas and writs of non-disclosure to produce documents and information. 	<p><i>Quality:</i> Requests for transport safety-related information met to the satisfaction of inquirers, taking into account constraints on extent of information which can be divulged under legislation. Evidence that the ATSB website is meeting user requirements for transport safety information. Presentations to industry of appropriate professional and technical standard to satisfy audience. Advice and evidence which satisfy inquirers at inquests and legal hearings. Provision of information that fully meets requirements of request and is to satisfaction of inquirers under subpoenas and writs.</p> <p><i>Quantity:</i> Capacity for up to 5000 responses to requests for information related to transport safety. Capacity to add up to 300 reports to the website. Capacity for up to 200 presentations delivered as required. Capacity for up to 30 FOI requests. Capacity for up to 10 inquests and legal hearings. Capacity for up to 10 responses to subpoenas and writs.</p> <p><i>Timeliness:</i> 90 per cent inquiries satisfied within 10 days of receipt. Data available on website at the same time as it is publicly available. Presentations delivered as required. FOI requests dealt with in accordance with FOI guidelines. Expert advice and evidence in accordance with requirements of legal authorities.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

Our objective is to comply with legal and legislative accountability requirements that allow information related to transport safety to be made available to the public. Accordingly, we:

- met all requests for information (some 9000 items of safety information) to the satisfaction of the inquirer and bettered the target of 90 per cent within 10 days;
- responded to requests for 252 items of road safety research information: 45 per cent of requests were responded to the same day, 26 per cent in 1–4 days, and the remainder in over 4 days;

Performance Achieved

- actioned 45 FOI requests in accordance with the required timeframes of the *Freedom of Information Act 1982*;
- attended 10 inquests and legal hearings and provided expert advice in accordance with Coroner's Court procedures and to the Coroner's satisfaction; and
- responded to 23 subpoenas and writs of non-disclosure in accordance with the needs of the applicant and the requirements of the subpoena and writs of non-disclosure.

We added 340 reports to the website. (Most safety information is made available on the website concurrently with print publication. Website visitation figures and daily incoming inquiries for further information were higher than targeted, showing that the website is meeting demand).

We also delivered 125 presentations to industry and at conferences. (We received praise for the high standard and informative nature of our presentations).

13. Publish papers and provide information

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Safety research to improve occupant and pedestrian protection. 	<p><i>Quality:</i> Stakeholders and client satisfaction with publications and information provided.</p>
<ul style="list-style-type: none"> • ADRs and a subscription service for the consolidated volume of ADRs. 	<p><i>Quantity:</i> Advice ongoing. ADR subscriptions – approximately 3000 subscribers.</p>
<ul style="list-style-type: none"> • Vehicle certification and import approval processes for vehicles first entering the Australian market. 	<p><i>Timeliness:</i> Timely advice. ADR subscriptions mail-out – small ADR packages within one month of gazettal, large packages within two months of gazettal.</p>

Contributing Division(s): Land Transport

Performance Achieved

Clients and stakeholders were satisfied with our performance.

We combined Determinations 1 and 2 of 2000 into one package due to size (over 1500 pages). Determination 2 was gazetted on 21 July 2000, and distribution commenced in October 2000.

We combined Determinations 1 and 2 of 2001 with other branch publications that required detailed drafting. Determination 2 of 2001 was gazetted on 23 March 2001, and distribution commenced June 2001.

14. Develop a road safety research program, and fund and administer selected research projects

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Underpin the development and implementation of road safety policies and strategies. • Publish and promote research findings. 	<p><i>Quality:</i> Research data contribute to policies and strategies.</p> <p>Contracted research is undertaken in line with set specifications.</p> <p><i>Quantity:</i> Approximately 15 projects.</p> <p><i>Timeliness:</i> Six safety research projects completed by June 2001.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

To produce publications that increase and improve stakeholder knowledge of transport safety and contribute to policies, strategies and action plans, we:

- administered 15 projects and completed six;
- ensured all contracted research complied with documented project specifications; and
- used research findings by a range of stakeholders in the development of road safety policies, strategies and action plans, including the new National Road Safety Strategy.

15. Facilitate and publish road safety statistical analysis and data collection

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Assist in the conduct of formal road safety investigations and the development of policy and strategies. 	<p><i>Quality:</i> User satisfaction with published statistical information.</p> <p><i>Quantity:</i> Publish 25 statistical reports.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We published 25 statistical reports, which were produced on time and appreciated by the media and other interested parties.

16. Facilitate and publish statistical analysis and data collection specifically relating to heavy vehicles

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Assist in the development of heavy vehicle policy and road transport reform. 	<p><i>Quality:</i> User satisfaction with published statistical information.</p> <p><i>Timeliness:</i> First statistical report published by December 2000.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We continued work on the heavy vehicle crash database and our information on heavy articulated vehicles was well received by industry.

17. Facilitate and publish rail safety statistical analysis and data collection

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Assist in the conduct of rail safety investigation and the development of policy and strategies. 	<p><i>Quality:</i> User satisfaction with published statistical information.</p> <p><i>Quantity:</i> Publish four statistical reports.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We continued work on the development of a rail safety statistical database. No reports were produced as the development timeframe for the database was longer than expected.

18. Liaise with rail safety accreditation authorities in meetings and forums

Activity	Performance Targets
<ul style="list-style-type: none"> Meetings and forums with rail safety accreditation authorities. 	<p><i>Quantity:</i> Four meetings per annum.</p> <p><i>Timeliness:</i> Meeting reports produced within one week of meeting.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

ATSB met with accreditation authorities and rail industry representatives at four meetings of the Rail Safety Consultative Forum and participated in three SCOT subgroup meetings to progress the development of best practice rail safety investigation and the proposed Commonwealth rail safety investigation legislation.

We produced reports after the meetings.

The development of the rail safety legislation is now being pursued in the context of a Transport Safety Investigation Bill covering all modes of transport.

19. Publish and distribute maritime safety reports

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Maritime safety reports. 	<p><i>Quality:</i> Acceptance and utilisation of maritime safety reports by the maritime industry.</p> <p><i>Quantity:</i> Findings published in up to 15 reports.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We published seven maritime accident or incident reports. The median time of 44 weeks taken to complete reports exceeded the target of 27 weeks because the target was unrealistic.

Various industry sectors have complimented the reports and training colleges in Australia and overseas are using them.

20. Publish and distribute rail safety reports

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Rail safety reports. 	<p><i>Quality:</i> Acceptance and utilisation of rail safety reports by the rail industry.</p> <p><i>Quantity:</i> Findings published in up to four reports.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

Our multi-modal safety investigation legislation, which will enable us to instigate rail investigations on interstate routes, was developed but delayed due to State and Territory opposition.

We commenced safety investigations for the Victorian Government in April and May 2001.

21. Publish and distribute aviation safety reports and bulletins

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Specific aviation sector safety bulletins. • Aviation safety deficiency reports. • Contribution to CASA's 'Flight Safety' magazine. • Quarterly reports consolidating occurrence investigation information. • Weekly summary of occurrence reports. 	<p><i>Quality:</i> Acceptance and utilisation of the safety bulletins by the target sector.</p> <p>Acceptance of safety deficiency reports and utilisation by the aviation industry.</p> <p>Industry satisfaction with occurrence investigation information.</p> <p>Recipient satisfaction with occurrence reports information.</p> <p><i>Quantity:</i> Two safety bulletins for each target aviation sector.</p> <p>Four aviation safety deficiency reports.</p> <p>Fifty-two weekly summaries of occurrence reports.</p> <p>Contributions to six editions of 'Flight Safety'.</p> <p><i>Timeliness:</i> Each publication of a safety bulletin within three months of the half-year reported.</p> <p>Quarterly occurrence investigation reports completed within three months of the quarter under review.</p> <p>Publication of summary reports within one week of period under review.</p> <p>Copy for 'Flight Safety' is provided by due date and no changes are required.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

We published one specific aviation sector bulletin during 2000–01. This was below target as bulletin production was hampered by IT issues and resource limitations.

Four aviation safety deficiency reports were published as estimated.

We submitted six bimonthly supplements in the CASA's 'Flight Safety' magazine and have provided a consistently high standard of copy on time.

We did not produce any quarterly reports. This avoided duplication of information available by direct request on the website and in our other reports and bulletins. We published 51 weekly summaries of occurrence reports within 3 working days of the period under review.

OUTPUT 4.3 – ECONOMIC RESEARCH AND DATA

22. Research and report on portfolio economic issues and data analysis in separate publications

Area of Activity	Performance Targets
<p>While some publications cannot be predicted, at this stage the following are envisaged:</p> <ul style="list-style-type: none"> • information on waterfront issues; • policy instruments for reducing greenhouse gas emissions by transport; • transport Sector in a Computable General Equilibrium model (detailed); • local roads spending; • user-friendly interface and documentation for non-urban road model; • forecasting Australian freight traffic; • transport colloquium; • evaluation of the Black Spot Program; • road-related expenditure and revenue; • costs and benefits of disaster mitigation; • monitor Australian domestic and international airfares; • information movements of ships visiting Australia, international cargo statistics on inbound/outbound freight and coastal shipping freight movements on the Australian coastline; and • transport indicators. 	<p><i>Quality:</i> Achieve 85 per cent satisfaction rating from client feedback.</p> <p><i>Quantity/Timeliness:</i> 'Waterline' published quarterly (September, December, March, June) containing indicators across five ports in Australia. One thousand hard copies distributed per quarter and also available on Internet.</p> <p>Reducing greenhouse gas emissions report by November 2000.</p> <p>Completion of Transport Sector Computable General Equilibrium model by January 2001.</p> <p>Interim Local Roads Spending report by October 2000.</p> <p>Completion of non-urban road computer model by August 2000.</p> <p>Working paper on forecasting Australian Freight Traffic by December 2000.</p> <p>Transport colloquium to be held by November 2000.</p> <p>Evaluation of Black Spot Program report by February 2001.</p> <p>Roads-related expenditure and revenue information sheet by December 2000.</p> <p>Costs and Benefits of Disaster Mitigation paper by November 2000.</p> <p>Domestic and international airfares published quarterly.</p> <p>Maintain information on shipping and freight on two databases that are updated quarterly. Forty requests for information per quarter.</p> <p>Provide transport indicators on one Internet site, with 36 indicators shown in graphic and table format. Ongoing updates of quarterly information.</p>

Contributing Division(s): Economic Research & Environment

Performance Achieved

We published the September, December and March issues of *Waterline* to schedule. We distributed approximately 1100 hard copies per quarter as well as making the issues available on the Internet.

We completed the draft report on reducing greenhouse gas emissions in October 2000 and sought feedback from stakeholders.

We completed the Transport Sector Computable General Equilibrium model in April 2001.

We published Working Paper 44 (local roads spending) in April 2001.

Completion of the non-urban road computer model has been postponed to 2001–02.

The working paper on forecasting Australian freight traffic has been postponed to 2001–02.

We received a 95.6 per cent satisfaction rating from 91 clients, including 55 participants at the Transport Colloquium held in November 2000. This colloquium was attended by around 150 transport economists and policy experts from governments, businesses and universities. We received colloquium feedback forms from 59 external participants, 93 per cent of whom gave positive feedback.

We completed the draft of the Evaluation of Black Spot Program report in February.

Roads-related expenditure and revenue information sheet has been delayed due to data problems.

We published Report 103 (costs and benefits of disaster mitigation) in January 2001.

We published domestic and international airfares on schedule.

We updated three databases on shipping and freight information on schedule.

On average, we received 34 requests for information per quarter.

We have placed 35 transport indicators in graphic or table format on the Internet site, which we update regularly.

23. Undertake air transport statistical analysis and forecasting

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Provide statistical briefs and collect and publish statistics. 	<p>Quality: Briefings, forecasts, analyses and publications meet clients' expectations and information requirements.</p> <p>Quantity: 500 to 600 hotline inquiries.</p> <p>Eighteen publications.</p> <p>Four major forecasting projects.</p>

Contributing Division(s): Aviation

Performance Achieved

The provision of accurate, timely and effective aviation statistical and analytical services contributes to informed policy formulation. In 2000–01 we:

- dealt with an estimated 1400 inquiries;
- produced 30 publications;
- prepared major briefings for 11 projects; and
- used forecasting for one presentation at an aviation stakeholders' conference.

OUTPUT 4.4 – ADMINISTRATION OF PROGRAMS AND GRANTS TO INDUSTRY

24. Administer contribution to OECD – road transport

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Contribution to OECD – road transport. 	<i>Timeliness:</i> Payment expected to be made by August 2000.

Contributing Division(s): Land Transport

Performance Achieved

We received invoices in April 2001 and made payment in May.

25. Administer contribution to IMO

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Contribution to IMO. 	<i>Quality:</i> Payment made according to guidelines.

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

Contribution to IMO assists the development of international rules leading to safe, efficient and environmentally responsible shipping, and Australia has played a leading role in the development of a number of conventions.

Australia's annual contribution was assessed in accordance with IMO guidelines. We made payments of \$0.237 million in January 2001.

26. Administer payment to National Road Transport Commission

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Payment to National Road Transport Commission. 	<i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs. <i>Quantity:</i> Four quarterly payments.

Contributing Division(s): Land Transport

Performance Achieved

We made four quarterly payments in accordance with agreed requirements.

27. Administer the Commonwealth's interstate rail investment program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Commonwealth's interstate rail investment program. 	<i>Quality:</i> In accordance with Minister's standard performance measures for administering programs. <i>Quantity:</i> Payments to the value of \$46.9 million. <i>Timeliness:</i> Project proposals recommended to the Minister within 20 working days.

Contributing Division(s): Land Transport

Performance Achieved

The objective is to provide adequate road and rail infrastructure, and effective national institutional arrangements which facilitate an increasing private sector role.

We made payments of \$37.0 million in 2000–01 (accrued expenses were \$46.5 million).

In-principle approval of \$20 million was given to relocate the interstate mainline railway to outside of the Wodonga central business area.

28. Administer Tasmanian Freight Equalisation Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Tasmanian Freight Equalisation Scheme (TFES). 	<p><i>Quality:</i> Centrelink to meet terms of service delivery under the Service Arrangement.</p> <p>Independent review by BTE of the scheme's effectiveness.</p> <p><i>Quantity:</i> Centrelink to provide monthly business reports on service delivery.</p> <p><i>Timeliness:</i> Review of scheme to be completed by BTE by end of February 2001.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

The TFES alleviates the comparative interstate freight cost disadvantage incurred by shippers of certain non-bulk goods between Tas. and the mainland.

We met Centrelink quarterly to review service delivery performance, and consider that Centrelink is effective. Independent review of TFES key parameters was undertaken by the Centre for International Economics and completed in March 2001. We will forward its recommendations to the Minister.

29. Administer Bass Strait Passenger Vehicle Equalisation Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Bass Strait Passenger Vehicle Equalisation Scheme (BSPVES). 	<p><i>Quality:</i> Centrelink to meet terms of service delivery under the Service Arrangement.</p> <p><i>Quantity:</i> Centrelink to provide monthly business reports on service delivery.</p> <p><i>Timeliness:</i> Annual monitoring of effectiveness and review of rates for scheme completed by January 2001.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

The BSPVES aims to reduce the cost for the driver of a vehicle travelling by sea across Bass Strait.

In accordance with the Service Level Agreement, Centrelink continues to administer the BSPVES on behalf of DoTRS and provides monthly business reports on service delivery.

The BTE released its fourth annual monitoring report and concluded that the Scheme continues to be effective.

The number of passengers and vehicles has increased by 59 per cent and 97 per cent respectively, since its introduction in September 1996.

30. Administer grants for Supermarket to Asia Council

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Grants for Supermarket to Asia Council. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Quantity:</i> There are 12 councils to administer.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To minimise impediments to competitive and reliable transport we made payments to the relevant Air and Sea Freight Export councils in accordance with existing agreements between the councils and DoTRS.

31. Administer payment to Maritime Industry Finance Company (MIFCo) for purposes of MIFCo loan repayment

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Payment to MIFCo for purposes of MIFCo loan repayment. 	<p><i>Quality:</i> MIFCo has sufficient funds to meet financial obligations.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

Payments to MIFCo facilitates funding for the costs of payments made to redundant stevedoring employees. We made monthly payments to MIFCo to facilitate payment of its loan obligations totalling \$29.5 million in 2000–01, excluding cost recovery for audit review and program administration costs.

32. Administer Infrastructure Borrowings Tax Offset Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Infrastructure Borrowings Tax Offset Scheme (IBTOS). 	<p><i>Quality:</i> IBTOS agreements meet legal requirements, conform with Commonwealth policy and are to the satisfaction of the Minister.</p> <p><i>Timeliness:</i> IBTOS agreements are prepared in accordance with timings agreed with applicants and the Australian Taxation Office.</p>

Contributing Division(s): Airports

Performance Achieved

To encourage private investment in the development of new infrastructure through tax offset arrangements. A further two IBTOS agreements were finalised during the year.

The timing of the remaining agreements is dependent on the applicants being ready to proceed and the agreements meeting legal requirements, conforming with government policy and being to the satisfaction of the Minister.

33. Administer National Highway and Roads of National Importance Programs

Area of Activity	Performance Targets
<ul style="list-style-type: none"> National Highway and Roads of National Importance Programs. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Timeliness:</i> Advice to Minister to allow adequate time for consideration.</p> <p>Process payments for approved projects within seven working days of receipt of a claim where satisfactory claims are received by the 13th of each month.</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>The objective is to provide adequate road and rail infrastructure, and effective national institutional arrangements which facilitate an increasing private sector role.</p> <p>National Highway payments of \$700 million and Roads of National Importance payments of \$132.1 million were made in accordance with program guidelines.</p> <p>We approved 64 per cent of complying payment applications within the set timeframe, the remainder within five working days. Statistics also include payments made under the Bridge Upgrading Program.</p>

34. Administer bridge upgrading program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Bridge Upgrading Program. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Quantity:</i> Liaison with eight States and Territories.</p> <p><i>Timeliness:</i> Process payments for approved projects within seven working days of receipt of a claim where satisfactory claims are received by the 13th of each month.</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>As part of the National Highway and Roads of National Importance Program we liaised with States and Territories to establish an upgrading program for National Highway bridges. We have approved complying projects, allocated funds and made payments in line with the National Highway and Roads of National Importance Program guidelines.</p>

35. Administer payments under the Interstate Road Transport Act 1985

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Payments under the <i>Interstate Road Transport Act 1985</i>. 	<p><i>Quality:</i> In accordance with Ministers' standard performance measures for administering grants programs.</p> <p><i>Quantity:</i> Ninety-six lodgements from States and Territories.</p> <p>Thirty-two payments to States and Territories.</p>

Contributing Division(s): Land Transport

Performance Achieved

Our objective is to increase Australia's competitiveness through efficient, reliable land transport services to individuals and business at reasonable cost.

We made 32 payments in accordance with agreed requirements.

36. Administer final year of four-year \$5 million upgrade of Tasmanian rail infrastructure

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Final year of four-year \$5 million upgrade of Tasmanian rail infrastructure. 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Quantity:</i> Four payments.</p>

Contributing Division(s): Land Transport

Performance Achieved

We made a final payment of \$1 million.

37. Administer the Commonwealth's Federation Fund road and rail projects

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Brisbane Light Rail (Qld). • Murray River Bridges (NSW/Vic). • Abt Railway (Tas). • Alice Springs/Darwin Railway (NT). 	<p><i>Quality:</i> In accordance with the Ministers' standard performance measures for administering grants programs.</p> <p><i>Quantity:</i></p> <ul style="list-style-type: none"> • Brisbane Light Rail (Qld), (nine payments) • Murray River Bridges (NSW/Vic), (six payments) • Abt Railway (Tas), (nine payments) • Alice Springs/Darwin Railway (NT), (three payments). <p><i>Location:</i> Brisbane, Murray River, Tas., NT and NSW.</p>

Contributing Division(s): Land Transport

Performance Achieved

Within the objective of providing adequate road and rail infrastructure, one approach is to make strategic direct investment to achieve national objectives.

Brisbane Light Rail project is not proceeding.

Deeds of Agreement have not yet been signed for the Murray bridges, and negotiations are continuing with NSW and Vic.

Abt Railway – six payments were made.

Alice Springs to Darwin railway – one payment was made.

38. Administer payments for upgrade of Rockhampton Airport runway

Area of Activity

Performance Targets

- Payments for upgrade of Rockhampton Airport runway. *Timeliness:* Payment expected to be made by August 2000.

Contributing Division(s): Airports

Performance Achieved

To improve transport accessibility of the Rockhampton region by extending and strengthening the runway to accommodate B747 jumbo jets, Rockhampton City Council completed the upgrade of Rockhampton Airport in June 2000 and the Commonwealth made a payment of \$6 million to the council early in the 2000–01 financial year, thereby fully discharging its election commitment to the upgrade of Rockhampton Airport.

39. Administer agreement with WA Government covering provision of funds for regional waterfront reform

Area of Activity

Performance Targets

- Agreement with WA Government covering provision of funds for regional waterfront reform. *Quality:* Repayment of funds in accordance with terms of agreement.

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

We supported the Western Australian government initiatives to reduce manning levels and stevedoring costs. No repayments were required in 2000–01 from WA.

FINANCIAL PERFORMANCE

Budget*	\$16.143m
Actual Outcome	\$18.255m
Variation	13.1%

*Budget reflects accrual estimates as opposed to cash estimates which were reported in the *Portfolio Additional Estimates Statements 2000–01*.

The greater than budgeted expenditure is due to:

- increased demand for safety and security education and information provided by the ATSB;
- upgrading of economic analysis tools for the BTE; and
- increased administrative costs due to higher than expected demand for the Tasmanian Freight Equalisation Scheme and the implementation of the Roads to Recovery program.

OUTPUT GROUP 5 – REVENUE ADMINISTRATION

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3. Administer the collection of revenues from taxes, fees and fines	129

Link to Portfolio Outcome

DoTRS collects general taxes, levies and fees on behalf of the Commonwealth and other revenues which are incidental to its monitoring and enforcement responsibilities.

OUTPUT 5.1 – COLLECTION OF TAXES AND LEVIES ON BEHALF OF THE COMMONWEALTH

1. Administer collection of Stevedoring Industry Levy

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Collection of Stevedoring Industry Levy. 	<p><i>Quality:</i> Administer in accordance with the <i>Stevedoring Levy (Collection) Act 1998</i> and the <i>Stevedoring Levy (Imposition) Act 1998</i> and the Minister's standard performance measures for administering grants programs.</p> <p><i>Quantity:</i> Twelve-monthly collections; approximately 144 transactions annually. Estimated collection \$30 million.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

We administer the collection of the levy to facilitate industry's financing of redundancy costs in the stevedoring industry to promote improved performance on the waterfront.

Stevedoring Levy payments were collected in accordance with legislative requirements and the Minister's performance measures for administering grants programs.

In December 2000 the ANAO completed a performance audit on the administration of the waterfront redundancy scheme. The ANAO concluded that DoTRS had complied with relevant legislation and the Maritime Industry Finance Company's redundancy payment arrangements were efficient.

We are developing online transactions in accordance with the *Electronic Transactions Act 1998*.

The total levy collected for 2000–01 is \$30 million, comprising 141 transactions. The increase is due to increased container and vehicle movements. Levy payments are expected to continue until the 2007–08 financial year.

Since the introduction of the waterfront reform, container movements have increased on a five-port average to 26 containers per hour, and stevedoring reliability has resulted in fixed day sailing schedules and reduced operating costs.

2. Management and collection arrangements for Aircraft Noise Levy

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Aircraft Noise Levy. 	<p><i>Quality:</i> Effective oversight of arrangements for levy collections by Airservices Australia.</p> <p><i>Quantity:</i> Levy collected on jet landings at Sydney and Adelaide Airports.</p> <p><i>Timeliness:</i> Payments made in accordance with collection agreement with Airservices.</p>

Contributing Division(s): Airports

Performance Achieved

To raise funds for aircraft noise insulation programs, we implemented the noise levy for Adelaide Airport under the same arrangements as for Sydney. The levy for Adelaide Airport commenced from 1 May 2001. Aircraft noise levy receipts in 2000–01 (\$38.8 million) for Sydney Airport were similar to those in the previous year (\$37 million).

3. Administer the collection of revenues from taxes, fees and fines

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • General rates and land taxes. • Payroll tax. • Liquor and franchise fees. • Gambling taxes. • Other taxes. • Regulatory fees and fines. • Mining royalties (Christmas Island). 	<p><i>Quality:</i> Maintain appropriate financial and reporting systems in accordance with legislative and Department of Finance and Administration requirements.</p> <p><i>Timeliness:</i> Meets legislative and Department of Finance and Administration requirements.</p> <p><i>Location:</i> Jervis Bay Territory, Christmas Island and Cocos (Keeling) Islands.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

Revenue was collected and reported on in accordance with legislation and departmental standards.

FINANCIAL PERFORMANCE

<i>Budget*</i>	\$0.456m
<i>Actual Outcome</i>	\$0.450m
<i>Variation</i>	-1.3%

*Budget reflects accrual estimates as opposed to cash estimates which were reported in the *Portfolio Additional Estimates Statements 2000-01*.

Actual expenditure incurred by DoTRS in collecting administered revenue on behalf of the Government was consistent with budget.

Management and Collection Arrangements for Aircraft Noise Levy

Through its policy responsibility for both the Sydney Airport and Adelaide Airport Noise Amelioration Programs, DoTRS insulates those houses and eligible public buildings worst affected by aircraft noise.

The costs associated with these programs are recovered by a levy on jet aircraft landings at both Sydney and Adelaide Airports under the provisions of the *Aircraft Noise Levy Act 1995*. The noise levy rate is calculated using a formula set out in the legislation and determined by the Treasurer each financial year, adjusted for the Consumer Price Index.

Under the Act, levy receipts have been collected for Sydney Airport since 1996 and for Adelaide Airport from 1 May 2001. DoTRS has contracted Airservices Australia to collect the levy on its behalf.

ADMINISTERED PROGRAM GROUP 1 – SERVICES TO COMMUNITIES ADMINISTERED ON BEHALF OF THE COMMONWEALTH

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Link to Portfolio Outcome

DoTRS administers programs on behalf of the Commonwealth that are designed to provide services and grant funds to assist the social and economic capacity of Australian communities.

ADMINISTERED PROGRAM 1.1 – SERVICES TO COMMUNITIES

1. Regional Solutions

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Regional Solutions program. <p>(PAES – New Measure)</p>	<p><i>Effectiveness:</i> Provide assistance to regional and rural areas of Australia that are experiencing economic stagnation, population decline due to industry restructure, and high levels of unemployment by:</p> <ul style="list-style-type: none"> encouraging ownership of solutions to local problems; achieving self-sustainability through economic diversification; and where appropriate, partnering with regional, rural and remote communities in identification and implementation of suitable solutions. <p><i>Location:</i> Regional, rural and remote Australia.</p> <p><i>Cost:</i> \$12.6 million (appropriation and expenses).</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

We provided assistance to regional, rural and remote areas of Australia to build their capacity to identify and implement opportunities to solve local problems and achieve self-sustainability through economic diversification.

Since the Regional Solutions Program was launched on 27 October 2000, we have received 970 applications for funding. Of these, the Ministers have considered 347 projects, with 148 approved.

These projects have a focus on empowering regional, rural and remote communities to implement their own solutions to local issues. In many instances they assist communities to achieve self-sustainability through economic diversification.

2. Special Structural Adjustment Package for the South-West Forests Region of Western Australia

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Special Structural Adjustment Package for the South-West Forests Region of Western Australia. <p>(PAES – New Measure)</p>	<p><i>Effectiveness:</i> To contribute to regional job creation and the economic diversification of the south-west forests region.</p> <p><i>Location:</i> South-west forests region of WA.</p> <p><i>Cost:</i> \$5 million (appropriation and expenses).</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To supplement private sector investment through assistance to projects which generate long-term employment in the south-west region, the South-West Forests Advisory Committee met for the first time on 4 April 2001. The Minister for Regional Services, Territories and local government subsequently agreed to guidelines and an application form for the program.

We lodged advertisements inviting applications for funding under the program in May 2001 in national and regional newspapers.

3. Compensation payments to Sydney Airport Corporation Limited

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of compensation payments to Sydney Airport Corporation Limited (SACL) for the sale of Sydney Airport land. <p>(PAES – New activity: program is offset by proceeds from the sale of land)</p>	<p><i>Effectiveness:</i> To provide compensation to SACL for land sold to NSW State Government to enable completion of the M5 motorway.</p> <p><i>Cost:</i> \$2 million (appropriation and expenses).</p>

Contributing Division(s): Airports

Performance Achieved

Contracts have been negotiated, but the financial transaction delayed until the NSW Road Transport Authority completes a survey to determine final land requirements.

4. Noise Amelioration for Adelaide Airport

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Noise Amelioration program for Adelaide Airport. <p>(PBS – New measure)</p>	<p><i>Effectiveness:</i> Insulate eligible public buildings and residences surrounding Adelaide Airport to assist the environmental sustainability of operations at the Airport.</p> <p>Provide services in a manner that balances the wishes of occupants and residents against cost-effective and efficient provision of the service; meet building codes and other relevant criteria.</p> <p><i>Quantity:</i> Insulation of eligible noise-affected public buildings and up to 550 residences.</p> <p><i>Cost:</i> \$10.270 million (appropriation and expenses).</p>

Contributing Division(s): Airports

Performance Achieved

We established program management and delivery arrangements following a tender process.

Insulation treatment was completed in 13 residences.

5. Noise Amelioration for Sydney Airport

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Noise Amelioration program for Sydney Airport. (PAES – Revised estimates following rephasing of unspent and expensed funds from 1999–2000, and the payment of payables from 1999–2000) 	<p><i>Effectiveness:</i> Insulate eligible public buildings and residences surrounding Sydney (Kingsford Smith) Airport to assist the environmental sustainability of operations at the Airport. Provide services in a manner that balances the wishes of occupants and residents against cost-effective and efficient provision of the service; meet building codes and other relevant criteria.</p> <p><i>Quantity:</i> Insulation of eligible public buildings and up to 400 residences in 2000–01. It is estimated that up to 600 additional residences will be insulated depending on the availability of funds in later years and owner take-up.</p> <p><i>Cost:</i> Appropriation of \$74.116 million. Expenses of \$69.331 million.</p> <p><i>Change:</i> Appropriation of \$9.224 million. Expenses of \$4.439 million.</p>

Contributing Division(s): Airports

Performance Achieved

Insulation of 474 residences and three public buildings was completed.

6. Subsidy for transition to location-specific pricing for air traffic control towers

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the subsidy for transition to location-specific pricing for air traffic control towers. 	<p><i>Effectiveness:</i> Air traffic control services at regional and general aviation airports are maintained at a reasonable cost to users.</p> <p><i>Cost:</i> \$7 million (appropriation and expenses).</p>

Contributing Division(s): Aviation

Performance Achieved

To cap charges for terminal navigation (control tower) services at affordable levels at 14 regional and general aviation airports, we disbursed \$7 million to Airservices in accordance with the terms of the letter of agreement between DoTRS and Airservices.

7. Remote Air Service Subsidy Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Remote Air Service Subsidy Scheme. <p><i>(PBS – New measure)</i></p> <p><i>(PAES – Revised estimates due to the payment of payables from 1999–2000 and the incorporation of Treasury economic parameters)</i></p>	<p><i>Effectiveness:</i> Provide subsidised air services, where there are no alternative forms of transport, to provide access to passenger transport, goods delivery and other transport needs.</p> <p><i>Quantity:</i> Contracts with five air operators serving over 200 locations.</p> <p><i>Location:</i> Qld, NT, WA and SA.</p> <p><i>Cost:</i> Appropriation of \$2.665 million. Expenses of \$2.556 million.</p> <p><i>Change:</i> Appropriation of \$0.117 million. Expenses of \$0.008 million.</p>

Contributing Division(s): Aviation

Performance Achieved

Our objective is to ensure that communities in remote areas of Australia have access to essential air transport services.

In administering the Remote Air Service Subsidy Scheme, we made payments of \$1.588 million. The unspent funds were re-voted to 2001–02 to allow for the expansion of the scheme to include additional communities, in line with the Government's May 2000 Budget announcement.

We contracted five air operators to continue to provide essential air services to approximately 200 locations in remote areas of Australia.

We established new contracts from 1 January 2001 following a competitive tender process.

8. Management of residual issues of former Australian National Railways Commission

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Management of residual issues of former Australian National Railways Commission (AN). 	<p><i>Effectiveness:</i> Resolution of outstanding issues, including legal issues and completion of environmental remediation of affected properties, following the winding up of AN.</p> <p><i>Quantity:</i> Significant ongoing administrative tasks including management and access to records.</p> <p><i>Cost:</i> \$13 million (appropriation and expenses).</p>

Contributing Division(s): Land Transport

Performance Achieved

To fulfil outstanding AN obligations following the wind-up of the AN legal entity, residual AN responsibilities were transferred to the Commonwealth in November 2000.

We supervised 12 personal liability claims (the majority of which were mesothelioma claims).

We paid \$1.9 million for residual AN responsibilities.

9. Oil Pollution Compensation Fund

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Oil Pollution Compensation Fund. 	<p><i>Effectiveness:</i> An International Oil Pollution Compensation Fund, which is funded by contracting states, including Australian oil companies, and which is capable of providing compensation in the event of major oil spills.</p> <p><i>Cost:</i> \$5.9 million (appropriation and expenses).</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

The International Oil Pollution Compensation Fund is designed to provide adequate compensation towards clean-up costs in case of a major oil spill from a tanker.

In accordance with the legislation for 2000–01, the fund received payments totalling \$4.2 million from the Australian oil companies who import more than 150 000 tonnes of crude oil in any calendar year. Variations in the annual levy are a result of the number and severity of incidents.

10. 2002 – Year of the Outback

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of 2002 – Year of the Outback. (PBS – New measure) 	<p><i>Effectiveness:</i> Improved understanding throughout Australia of the contribution that the outback has made to the nation’s development and self-image.</p> <p><i>Quantity:</i> \$2 million in funding over four years.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To raise Australians’ awareness of regional Australia and its importance in the development of our culture and economic wealth we provided support to the Year of the Outback secretariat to establish State, Territory and Local committees.

11. Rural Communities Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Rural Communities Program. <p>(PAES – Revised estimate due to the expensing of prepayments raised in 1999–2000)</p>	<p><i>Effectiveness:</i> To contribute to the development of vibrant regional communities by improving access to information and services, and encouraging community ownership of planning service demands and delivery.</p> <p><i>Cost:</i> Appropriation of \$3.531 million. Expenses of \$4.214 million.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p> <p><i>Change:</i> Nil for appropriation. Expenses of \$0.683 million.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To strengthen regional and rural Australia by encouraging diverse, dynamic and self-reliant rural communities, we:

- approved 10 new projects from the 22 project applications received;
- held a meeting of the Rural Communities Program Advisory Committee in August 2000; and
- managed 383 projects during the year.

12. Rural Plan

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Administration of the Rural Plan. <p>(PAES – Revised estimate due to the expensing of prepayments raised in 1999–2000)</p>	<p><i>Effectiveness:</i> Develop the capacity of regional communities and industries in regions to work together to develop and implement strategic plans by encouraging strategic alliances across communities, industries and local government.</p> <p><i>Cost:</i> Appropriation of \$3.397 million. Expenses of \$4.762 million.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p> <p><i>Change:</i> Nil for appropriation. Expenses of \$1.365 million.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To meet our objective of encouraging diverse, dynamic and self-reliant communities and profitable and sustainable rural industries, we:

- approved and managed eight new projects during 2000–01; and
- managed 53 Rural Plan projects during the year.

2000–01 was the final year of the program.

13. Understanding Rural Australia Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> • Administration of the Understanding Rural Australia Program. 	<p><i>Effectiveness:</i> To improve the availability and use of data on rural and regional social issues and trends.</p> <p><i>Cost:</i> \$0.800 million (appropriation and expenses).</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To understand, manage and support the socioeconomic changes in rural and regional Australia, the program was established to progress the techniques and processes that foster sustainable community development. Under this program:

- we advertised first-round applications in June 2000;
- the Advisory Committee made its recommendations to the Minister in September 2000; and
- the Minister announced approval of 26 projects totalling \$0.800 million in December 2000.

14. Rural Domestic Violence Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Rural Domestic Violence Program. <p><i>(PAES – Revised estimate due to the payment of payables from 1999–2000)</i></p>	<p><i>Effectiveness:</i> Better understanding of the incidence and reduction of domestic violence in regional and rural Australia by analysing and disseminating data to promote best practice and research in areas where new information is needed to support prevention efforts.</p> <p><i>Cost:</i> Appropriation of \$0.084 million. Expenses of \$0.062 million.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p> <p><i>Change:</i> Appropriation of \$0.022 million. Nil for expenses.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The program investigates and seeks to address the particular domestic violence issues that affect people living in regional, rural and remote areas.

We paid program monies of \$0.400 million to projects in September 2000 and April 2001.

We met the good practice booklet expenses of \$0.200 million. The booklet was available at the end of June 2001.

15. Regional and Rural Development Grant

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Regional and Rural Development Grant (formerly: Rural Development Centre Grant). <p><i>(PAES – Revised estimates following rephasing of unspent and unexpensed funds from 1999–2000)</i></p>	<p><i>Effectiveness:</i> Better understanding of socioeconomic change in regional Australia.</p> <p><i>Cost:</i> \$0.320 million (appropriation and expenses).</p> <p><i>Location:</i> Regional, rural and remote Australia.</p> <p><i>Change:</i> \$0.135 million (appropriation and expenses).</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To provide better understanding of socioeconomic change in regional Australia we provided this grant with a new set of guidelines and objectives in 2000–01.

The Minister recommended and approved three projects totalling \$133 548 in December 2000.

16. Regional and Rural Research Information and Data Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Regional and Rural Research Information and Data program. 	<p><i>Effectiveness:</i> To improve access to information for decision making in regional Australia.</p> <p><i>Cost:</i> \$0.077 million (appropriation and expenses).</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To enhance the provision of information that supports the understanding of socioeconomic changes in rural communities, we formulated a new set of guidelines and objectives for this program in 2000–01.

In May 2001, three projects totalling \$77 000 were recommended to the Minister under this program.

17. Rural Transaction Centres

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Rural Transaction Centres. <p><i>(PAES – Revised estimates following rephasing of unspent and unexpensed funds from 1999–2000)</i></p>	<p><i>Effectiveness:</i> Enable small communities to develop their own centres providing services such as banking, postal, Internet, phone, fax and Medicare claim services and access to appropriate Commonwealth, State and local government services.</p> <p><i>Quantity:</i> Up to 500 centres over five years.</p> <p><i>Cost:</i> \$23.943 million (appropriation and expenses).</p> <p><i>Location:</i> Regional, rural and remote communities of less than 3000 residents.</p> <p><i>Change:</i> \$0.310 million (appropriation and expenses).</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To assist the development of small regional, rural and remote communities by providing access to basic transaction services, over 440 communities were involved in projects addressing service needs.

The range of services delivered by Rural Transaction Centres has increased.

18. Foundation for Rural and Regional Renewal

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Foundation for Rural and Regional Renewal (FRRR) (formerly: The Australian Rural Partnerships Foundation). 	<p><i>Effectiveness:</i> Stronger partnerships between the public and private sector in delivering services to rural communities.</p> <p><i>Cost:</i> \$0.980 million (appropriation and expenses).</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To assist regional, rural and remote communities to respond to economic, social and cultural change, the FRRR has implemented a range of rural and regional projects with both public and private sector funding partners. We paid \$0.037 million in 2000–01 in accordance with conditions outlined in the Deed of Grant.

19. Sydney West Airport – Land Acquisition and Works

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of Sydney West Airport – Land Acquisition and Works. <i>(PAES – Revised estimate due to reclassification of funding between expenses (relates to compensation payments) and capital, and an earlier than anticipated settlement on one property late in 1999–2000)</i> 	<p><i>Effectiveness:</i> Resolution of compensation claims related to the purchase of land at the possible Sydney West airport site at Badgerys Creek.</p> <p><i>Quantity:</i> Settlements for three properties.</p> <p><i>Cost:</i> \$3.299 million (\$0.500 million appropriation and expenses, and \$2.799 million capital injection).</p> <p><i>Change:</i> -\$0.201 million (\$0.500 million appropriation and expenses, and -\$0.701 million capital injection).</p>

Contributing Division(s): Airports

Performance Achieved

We advanced negotiations on the settlement of the three claims during the year.

20. Flood Recovery Fund

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Flood Recovery Fund. <i>(New measure not listed in 2000–01 PBS/PAES)</i> 	<p><i>Effectiveness:</i> Assist affected communities to recover from severe flood events.</p> <p><i>Quantity:</i> Reduction in the number of community assets that have been damaged and not repaired due to lack of financial resources.</p> <p><i>Cost:</i> Appropriation of \$10 million.</p> <p><i>Location:</i> Areas of central and northern NSW and southern Qld that were flooded in November 2000 and areas of the NSW north coast that were flooded in January to March 2001.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To assist affected communities recover from severe flood events, we approved 59 projects totalling \$1.4 million in 2000–01 including 24 local government projects, 10 financial counselling and business assistance projects and 19 projects assisting sporting clubs.

Councils and community organisations have reported great satisfaction with the assistance available from the fund.

21. Commonwealth Flood Assistance Package Business Grants

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Commonwealth Flood Assistance Package Business Grants. (New measure not listed in 2000–01 PBS/PAES) 	<p><i>Effectiveness:</i> Assist small and medium business to recommence trading after severe flood events.</p> <p><i>Quantity:</i> Reduction in the number of business failures and loss of employment.</p> <p><i>Cost:</i> Appropriation of \$5.5 million.</p> <p><i>Location:</i> Areas of central and northern NSW and southern Qld that were flooded in November 2000 and areas of the NSW north coast that were flooded in January to March 2001.</p>

Contributing Division(s): Territories & Regional Support

Performance Achieved

To assist small and medium business to recommence trading after severe flood events, we approved 453 grants in 2000–01, with additional applications still being assessed.

Business organisations and individual businesses reported great satisfaction with the assistance provided by the grants.

ADMINISTERED PROGRAM 1.2 – GRANTS TO STATES/TERRITORIES AND LOCAL GOVERNMENT

22. Road Safety Black Spot Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Road Safety Black Spot Program. (PAES – Revised estimate reflects that: <ul style="list-style-type: none"> the actual repensing of unspent and unexpensed funds from 1999–2000 was less than the amount included at Budget; expensing of prepayments raised in 1999–2000; raising of prepayments and economic parameters in 2000–01.) 	<p><i>Effectiveness:</i> Improve the safety of Australia’s roads and, in doing so, reduce the cost to the community of road trauma.</p> <p><i>Quantity:</i> Approximately 400 projects.</p> <p><i>Cost:</i> Appropriation of \$41.182 million. Expenses of \$39.566 million.</p> <p><i>Location:</i> 50 per cent in rural and regional Australia.</p> <p><i>Change:</i> Appropriation of -\$1.001 million. Expenses of -\$1.469 million.</p>

Contributing Division(s): Australian Transport Safety Bureau

Performance Achieved

The Black Spot Program is intended to improve the safety of Australia’s roads and, in doing so, reduce the cost to the community of road trauma. In pursuit of this aim, we:

- approved all State and Territory programs, comprising 455 projects, 229 projects valued at \$25.6 million were in rural and regional Australia; and
- made total cash payments of \$41.182 million in 2000–01.

An evaluation of the Black Spot Program is being undertaken by the BTE.

23. Local Government Incentive Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Local Government Incentive Program (LGIP). 	<p><i>Effectiveness:</i> Enhanced capacity of local governments to contribute to the achievement of national priorities, including the adoption and transfer of best practice and the streamlining of regulatory processes.</p> <p><i>Cost:</i> \$4.490 million (appropriation and expenses).</p> <p><i>Location:</i> Regional, rural and remote Australia.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

To provide direct support to local government in support of national priorities, we have approved 55 LGIP grants for \$4.1 million in accordance with the guidelines.

Approved grants assist councils in meeting national priorities to:

- adopt best practice;
- share resources and expertise across councils;
- have an enhanced role in leading their communities; and
- gain increased capacity to contribute to regional development.

24. Local Government Development Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Local Government Development Program (LGDP). <p><i>(PAES – Revised estimates to reflect that the actual rephasing of unspent and unexpended funds from 1999–2000 was less than the amount included at Budget and that expensing of prepayments was raised in 1999–2000.)</i></p>	<p><i>Effectiveness:</i> Expand local government’s capacity in delivering national priorities, especially in rural and regional areas, by:</p> <ul style="list-style-type: none"> • promoting a cooperative approach to local government development; • facilitating social and economic development in rural and regional areas; and • encouraging institutional strengthening and capacity building. <p><i>Quantity:</i> Forty-two projects.</p> <p><i>Timeliness:</i> Payments made in accordance with Deeds of Grant.</p> <p><i>Cost:</i> Appropriation of \$0.014 million. Expenses of \$0.205 million.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p> <p><i>Change:</i> Appropriation of -\$0.424 million. Expenses of -\$0.233 million.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

The LGDP aimed to assist and promote local government in addressing social, cultural and economic priorities and community well-being. It has been superseded by the Local Government Incentive Program.

We finalised the LGDP in accordance with ministerial, ANAO and Department of Finance and Administration procedures.

We completed all projects during 2000–01.

25. Local Government Financial Assistance Grants

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Local Government Financial Assistance Grants. National Report on the Operation of the <i>Local Government (Financial Assistance) Act 1995</i> – (new activity not listed in 2000–01 PBS/PAES) <p><i>(PAES – Revised estimate following incorporation of final Treasury economic parameters and the payment of payables from 1999–2000)</i></p>	<p><i>Effectiveness:</i> Enable local governments to provide services to communities to facilitate social and economic development, including local roads.</p> <p><i>Cost:</i> Appropriation of \$1322.493 million. Expenses of \$1320.767 million.</p> <p><i>Location:</i> Regional, rural and remote Australia.</p> <p><i>Change:</i> Appropriation of \$0.328 million. Expenses of -\$1.398 million.</p>

Contributing Division(s): Regional Services, Development & Local Government

Performance Achieved

Local Government Financial Assistance Grants promote fiscal equity and performance improvement in local government and the facilitation of local governments' contribution to national, economic, social and environmental performance.

Under the *Local Government (Financial Assistance) Act 1995*, DoTRS is required to produce and table a national report to Parliament. Pursuant to Senate standing orders, the report was referred to the Rural and Regional Affairs and Transport Legislation Committee for examination. The report was found satisfactory.

The fifth Local Government National Report for the 1999–2000 financial year was tabled in Parliament on 6 March 2001. This did not meet the projected timeframe of the end of 2000 because some States were late in providing input and some staff were unavailable because of other work priorities, thus delaying the publishing and production schedules.

26. Payments to the ACT – National Capital

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of payments to the ACT to assist in meeting the additional costs it bears arising from Canberra's role as the National Capital. <p><i>(PAES– Revised estimates following incorporation of Treasury economic parameters)</i></p>	<p><i>Effectiveness:</i> Shortfalls for National Capital influences on utility services addressed.</p> <p><i>Cost:</i> \$8.271 million (appropriation and expenses).</p> <p><i>Location:</i> ACT.</p> <p><i>Change:</i> \$0.041 million (appropriation and expenses).</p>

Contributing Division(s): Territories and Regional Support

Performance Achieved

We administered 26 fortnightly payments on time and in accordance with ACT–Commonwealth agreements.

27. Payments to the ACT – municipal services

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of payments to the ACT to compensate for the effects of national capital influence on the costs of providing municipal services. <p><i>(PAES – Revised estimates following incorporation of Treasury economic parameters)</i></p> <p><i>Contributing Division(s): Territories and Regional Support</i></p>	<p><i>Effectiveness:</i> Shortfalls for national capital influences on municipal services addressed.</p> <p><i>Cost:</i> \$20.572 million (appropriation and expenses).</p> <p><i>Location:</i> ACT.</p> <p><i>Change:</i> \$0.101 million (appropriation and expenses).</p>

Performance Achieved

We administered 26 fortnightly payments on time and in accordance with ACT–Commonwealth agreements.

28. Regional Flood Mitigation Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Regional Flood Mitigation Program. <p><i>(PAES – Revised estimates following rephasing of unspent and unexpensed funds from 1999–2000 and expensing of prepayments raised in 1999–2000)</i></p> <p><i>Contributing Division(s): Territories and Regional Support</i></p>	<p><i>Effectiveness:</i> Reduced loss and damage to communities and infrastructure from the effect of flooding. This program will have the direct effect of improving safety, reducing losses and damage, and maintaining business and economic activity in regional areas.</p> <p><i>Quantity:</i> A reduction in the current value of the average annual potential or actual flood damage.</p> <p>Increased number of properties protected from major flooding.</p> <p>Increased number of flood forecasting and warning systems for flood-prone areas.</p> <p>Increased number of flood-prone areas with structural measures in place.</p> <p><i>Cost:</i> Appropriation of \$9.396 million. Expenses of \$9.854 million.</p> <p><i>Change:</i> Appropriation of \$0.596 million. Expenses of \$1.054 million.</p> <p><i>Location:</i> Rural and regional Australia.</p>

Performance Achieved

To reduce the loss and damage to communities and infrastructure affected by flooding, we approved 49 regional flood mitigation projects in 2000–01. Applications are assessed by State Assessment Committees and are subject to program guidelines.

All approved projects are consistent with integrated catchment management principles, ecologically sustainable development and best practice.

The average annual damage avoided is estimated at being \$4–8 million each year of the program.

Between 13 000 and 20 000 properties have been protected from flood damage each year of the program.

We have liaised and cooperated with Commonwealth agencies on disaster mitigation issues and complementary programs.

We approved 10 flood warning system projects in 2000–01, and 22 to date.

We approved 37 structural projects in 2000–01, and 67 to date.

Cost: Expenses of \$9.350 million.

Change: Expenses of \$.0504 million.

Location: Rural and regional Australia.

ADMINISTERED PROGRAM GROUP 2 – SERVICES TO INDUSTRY ADMINISTERED ON BEHALF OF THE COMMONWEALTH

Fast-find Index

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Link to Portfolio Outcome

DoTRS administers programs on behalf of the Commonwealth that are designed to provide services and grant funds to assist industry to develop and maintain transportation infrastructure. Many of these programs also assist communities through economic and infrastructure development.

ADMINISTERED PROGRAM 2.1 – SERVICES FOR INDUSTRY AND ECONOMIC DEVELOPMENT

1. ICAO – Contribution

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the ICAO – Contribution. (PAES – Revised estimate to reflect current exchange rates) <p><i>Contributing Division(s): Aviation</i></p>	<p><i>Effectiveness:</i> Ensure Australian contribution to issues affecting aviation development.</p> <p><i>Cost:</i> \$1.418 million (appropriation and expenses).</p> <p><i>Change:</i> \$0.064 million (appropriation and expenses).</p>

Performance Achieved

The ICAO aims to ensure that air transport services are established on the basis of equality of opportunity and operate safely and economically. We paid Australia's contribution to ICAO on time.

Our office in Montreal and participation of our officials in ICAO activities maintained Australia's commitment to ICAO throughout the year.

Australia is a member of the permanent ICAO Council and the Air Navigation Commission, and DoTRS coordinated the overall Australian position on ICAO matters in conjunction with CASA and Airservices.

2. OECD Road Transport – Contribution

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the OECD Road Transport – Contribution. (PAES – Revised estimate due to expensing of prepayment raised in 1999–2000) <p><i>Contributing Division(s): Land Transport</i></p>	<p><i>Effectiveness:</i> Improved international competitiveness of road transport facilities to assist economic and employment growth across Australia's regions.</p> <p><i>Cost:</i> Appropriation of \$0.040 million. Expenses of \$0.042 million.</p> <p><i>Change:</i> Nil for appropriation. Expenses of \$0.028 million.</p>

Performance Achieved

One approach is to develop nationally uniform operating and safety regulations and practices. This is supported by research and Australia worked with other OECD states on a range of policy issues such as road asset management, safety and CO₂ emissions. We made subscription payments to the Road Transport Research Program and a DoTRS official attended meetings of the Road Transport Research and Intermodal Linkages Steering Committee in October 2000 and April 2001.

3. IMO – Contribution

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the IMO Contribution. 	<p><i>Effectiveness:</i> International agreements for shipping operators, ship safety and protection of marine environment from shipping activities reflect Australia's interest.</p> <p><i>Cost:</i> \$0.300 million (appropriation and expenses).</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

We have contributed to international regulations that promote safer, more efficient and responsible shipping, and Australia has played an active role in progressing this objective by being represented on the IMO Council and other committees.

Australia's annual contribution was assessed in accordance with IMO guidelines. We paid \$0.237 million in January 2001.

4. Support the National Road Transport Commission

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Support the National Road Transport Commission (NRTC). 	<p><i>Effectiveness:</i> Improved safety, efficiency and effectiveness of road transport through nationally harmonised regulations to assist economic and employment growth across Australia's regions.</p> <p><i>Cost:</i> \$1.240 million (appropriation and expenses).</p>

Contributing Division(s): Land Transport

Performance Achieved

In achieving competitiveness, safety and environmental objectives, one approach is to develop nationally uniform operating and safety regulations and practices.

We allocated \$1.24 million to NRTC as the Commonwealth's contribution to its operation.

We coordinated the appointment of the new NRTC Commissioner.

5. Upgrade of the Mainline Interstate Railway Track

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Mainline Interstate Railway Track upgrade. <p><i>(PAES – Revised estimate due to rephasing of unspent and unexpensed funds from 1999–2000 and expensing of prepayment raised in 1999–2000)</i></p>	<p><i>Effectiveness:</i> Improved quality of the interstate rail track. Increased opportunities and incentives for appropriate private sector investment and job growth in regional communities and transport facilities.</p> <p><i>Quantity:</i> Payments for projects to the value of \$46.947 million (appropriation and expenses).</p> <p><i>Cost:</i> Appropriation of \$74.371 million. Expenses of \$83.889 million.</p> <p><i>Change:</i> Appropriation of \$27.424 million. Expenses of \$36.942 million.</p>

Contributing Division(s): Land Transport

Performance Achieved

The four-year \$250 million program is well advanced and numerous projects across Australia's interstate network have been completed. Now in its third year, the program has delivered significant performance improvements in WA, SA and Vic., including the following performance targets set for the network by the Australian Transport Council:

- train lengths;
- axle load and speed on most tracks controlled by the Australian Rail Track Corporation;
- reduction from 27 per cent to 2 per cent of the amount of Victorian track subject to temporary speed restrictions; and
- lowering of transit times (Melbourne–Adelaide by 2.0 hours and Adelaide–Kalgoorlie by 2.5 hours).

We made payments of \$37.0 million in 2000–01 (accrued expenses were \$46.5 million).

6. Payments to Maritime Industry Finance Company (MIFCo)

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of payments to MIFCo. <p><i>(PAES – Revised estimate due to increase in departmental cost recovery for the administration of the program)</i></p>	<p><i>Effectiveness:</i> Government waterfront reform initiatives for improving stevedoring performance.</p> <p><i>Cost:</i> Appropriation of \$29.940 million. Expenses of \$0.452 million.</p> <p><i>Change:</i> Nil for appropriation. Expenses of \$0.100 million.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

Payments to MIFCo facilitates funding for the costs of payments made to redundant stevedoring employees.

We made a payment of \$29.5 million to MIFCo in accordance with the Commonwealth's obligations regarding legislation that establishes a new levy to help MIFCo make payments for redundancy, reform and restructuring in the stevedoring industry.

The national performance benchmark of 25 container lifts per hour was achieved in the March quarter 2001.

7. Tasmanian Freight Equalisation Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Tasmanian Freight Equalisation Scheme (TFES). <p>(PAES – Revised estimate following increase in the number of eligible claimants)</p>	<p><i>Effectiveness:</i> Remove the transport cost disadvantage incurred by shippers transporting non-bulk goods across Bass Strait.</p> <p><i>Quantity:</i> 4000+ claims per annum.</p> <p><i>Cost:</i> \$65 million (appropriation and expenses).</p> <p><i>Location:</i> Tas.</p> <p><i>Change:</i> \$4.4 million (appropriation and expenses).</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

The TFES alleviates the comparative interstate freight cost disadvantage incurred by shippers of certain non-bulk goods between Tas and the mainland.

Clients expressed a high level of satisfaction with the scheme.

We processed 5171 claims for assistance; 1427 shippers received TFES payments.

Our expenses during the year amounted to \$68.8 million. The variation against the budget estimate reflects the demand-driven nature of the scheme.

8. Bass Strait Passenger Vehicle Equalisation Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Bass Strait Passenger Vehicle Equalisation Scheme (BSPVES). 	<p><i>Effectiveness:</i> Reduce the cost of travel, thereby leading to efficient and equitable access to Tas., for passengers accompanying their vehicles across Bass Strait.</p> <p><i>Quantity:</i> 140 000 accompanied passenger vehicles.</p> <p><i>Cost:</i> \$16.543 million (appropriation and expenses).</p> <p><i>Location:</i> Tas.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

The BSPVES aims to reduce the cost for the driver of a vehicle travelling by sea across Bass Strait.

In 1996 the cost of sea travel across Bass Strait was reduced through providing a rebate of up to \$150 one-way for the driver of an eligible passenger vehicle.

During 2000–01 we paid rebates totalling \$15 million in respect of the carriage of 127 040 eligible passenger vehicles across Bass Strait. Variation against the budget reflects the demand-driven nature of the scheme.

9. Supermarket to Asia

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Supermarket to Asia Program. (PAES – Revised estimate due to expensing of prepayments raised in 1999–2000) 	<p><i>Effectiveness:</i> Improved transport linkages with Australia's major trading partners.</p> <p><i>Cost:</i> Appropriation of \$0.650 million. Expenses of \$1.067 million.</p> <p><i>Change:</i> Nil for appropriation. Expenses of \$0.417 million.</p>

Contributing Division(s): Cross-Modal & Maritime Transport

Performance Achieved

To remove impediments to competitive and reliable transport we contributed towards national export logistics projects endorsed by the Commonwealth/State Integrated Logistics Network and the national network of Air Sea Freight Export Councils.

We made grants consistent with program requirements.

10. Infrastructure Borrowings Tax Offset Scheme

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Infrastructure Borrowings Tax Offset Scheme (IBTOS). 	<p><i>Effectiveness:</i> Encourage private sector investment in the provision of public land transport infrastructure and related facilities by reducing finance costs through a tax rebate.</p> <p><i>Timeliness:</i> IBTOS agreements are prepared in accordance with timings agreed with applicants and the Australian Taxation Office.</p> <p><i>Cost:</i> No more than \$50 million in foregone tax revenue.</p>

Contributing Division(s): Airports

Performance Achieved

To encourage private sector investment in the provision of public land transport infrastructure and related facilities by reducing finance costs through a tax rebate, we finalised a further two IBTOS agreements during the year.

The timing of the remaining agreements depends on whether the applicants are ready to proceed and whether the agreements meet legal requirements, conform with government policy and are to the satisfaction of the Minister.

11. Airport Lessees – Reimbursement of Parking Fees

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Airport Lessees – Reimbursement of Parking Fees Program. (PAES – Payment of payables from 1999–2000; program reclassified in the 2000–01 Budget as a departmental expense.) 	<p><i>Cost:</i> Appropriation of \$0.249 million. Nil expenses.</p>

Contributing Division(s): Airports

Performance Achieved

We reimbursed Sydney, Melbourne, Brisbane and Perth Airports a total of \$1.927 million during 2000–01, as a portion of the respective lessees' operational costs associated with enforcing parking restrictions at their respective airports.

ADMINISTERED PROGRAM 2.2 – GRANTS TO STATES AND TERRITORIES AND LOCAL GOVERNMENT

12. National Highway and Roads of National Importance Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the National Highway and Roads of National Importance Program. <p><i>(PAES – Revised estimate due to the expensing of prepayments raised in 1999–2000, raising of prepayments in 2000–01 and incorporation of Treasury economic parameters)</i></p>	<p><i>Effectiveness:</i> Improved efficiency and effectiveness of transport facilities to assist economic and employment growth across Australia’s regions.</p> <p>Improved access through transportation across and within regional Australia.</p> <p><i>Cost:</i> Appropriation of \$819.525 million. Expenses of \$840.470 million.</p> <p><i>Change:</i> Appropriation of \$2.521 million. Expenses of -\$3.410 million.</p>

Contributing Division(s): Land Transport

Performance Achieved

To meet the Commonwealth’s commitments to fund national roads, a number of major projects were completed during the year and a number of new projects commenced.

Major projects completed in 2000–01 include:

	<i>Total project cost (\$m)</i>
– Ewingsdale Interchange on the Pacific Highway	11.30
– Sutton to ACT border duplication	43.98
– Hume to Nagambie duplication	53.00
– Stirling Avenue – NSW boarder on Federal Highway	38.67
– Gunalda Range realignment	17.00
– Thompson River bridge, Landsborough Highway	28.40
– Roe Highway to Scott Street upgrade	14.00
– Westbury to Hagley duplication	36.00
– Arnhem Highway – Elizabeth Road duplication	8.53

A number of projects commenced in 2000–01, including:

	<i>Total project cost (\$m)</i>
– Western Sydney Orbital preconstruction activities	356.00
– Yelgun – Chinderah deviation on the Pacific Highway (Commonwealth’s share)	173.01
– Yandina – Cooroy duplication	110.00
– Newell Highway upgrade	40.00
– Western Highway upgrade	22.00
– upgrading the rail underpass at Armstrong on the Victoria Highway	12.90
– Powrana crossing on the Midland Highway	4.90
– Barton Highway duplication	16.10

A number of new planning projects commenced, including:

- widening of the F5 south of Sydney
- future works on the Goulburn Valley Highway
- Midland Highway
- next stage of the duplication of the Bruce Highway
- new National Highway route into Adelaide
- Bridgewater Bridge in Hobart
- major study into eventual National Highway link in North Sydney.

13 Bridge Upgrading Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Bridge Upgrading Program. 	<p><i>Effectiveness:</i> Improved efficiency and effectiveness of transport facilities to assist economic and employment growth across Australia's regions by ensuring that national highway and strategic freight routes in the majority of States and Territories are opened to vehicles carrying higher mass limits.</p> <p><i>Cost:</i> \$15.0 million (appropriation and expenses). (Total Program of \$70 million over four years funded from the National Highway Program).</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>We established the Bridge Upgrading Program for national highway bridges with all States except NSW. We allocated funds, and upgrading works are progressing.</p> <p>We reached agreement with NSW to open the Newell Highway to higher mass limits from 1 July 2001.</p> <p>We established the program of upgrading bridges on key freight routes off the National Highway with all States except Qld and NSW. We have allocated funding for 40 bridges.</p> <p>The Commonwealth agreed to fund upgrading of substandard bridges on the Newell Highway, and preliminary works are under way.</p>

14. Interstate Road Transport Fees

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Interstate Road Transport Fees Program. 	<p><i>Effectiveness:</i> Improved road transport safety and efficiency.</p> <p><i>Quantity:</i> Thirty-two payments a year to the States and Territories.</p> <p><i>Penalties:</i> \$0.1 million* (appropriation and expenses).</p> <p><i>Registration Charges:</i> \$27.0 million* (appropriation and expenses).</p> <p><i>*Note:</i> Program is budget neutral. Registration charges and penalties are collected by jurisdictions and then returned under an agreed formula.</p>

Contributing Division(s): Land Transport

Performance Achieved
<p>To improve road transport safety and efficiency, we paid \$26.7 million to States and Territories in accordance with requirements.</p>

15. Tasmanian Rail Track Upgrading

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Tasmanian Rail Track Upgrading Program. <p><i>Contributing Division(s): Land Transport</i></p>	<p><i>Effectiveness:</i> Improved productivity of rail transport activities.</p> <p><i>Cost:</i> \$1.0 million (appropriation and expenses).</p> <p><i>Location:</i> Tas.</p>

Performance Achieved

To improve Tasmania's rail infrastructure and the productivity of rail transport activities, we made a final payment of \$1 million.

16. Alice Springs to Darwin Rail Link

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Alice Springs to Darwin Rail Link Program. <p><i>Contributing Division(s): Land Transport</i></p>	<p><i>Effectiveness:</i> Improved productivity of transport activities and enhanced accessibility and economic prosperity and employment.</p> <p><i>Cost:</i> \$10 million (appropriation and expenses).</p> <p><i>Timeliness:</i> To be completed in accordance with agreed schedule.</p> <p><i>Location:</i> NT.</p>

Performance Achieved

We made \$55 million in payments (\$10 million of which were from appropriated funding). These were initial payments to facilitate commencement of major construction activities.

17. Federation Fund Projects

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Brisbane light rail (Qld) Murray River bridges (NSW/Vic) Abt railway (Tas) Alice Springs/Darwin Railway (NT) Sydney–Canberra Very High-Speed Train (VHST) (NSW) – <i>(New activity not listed in 2000–01 PBS/PAES)</i> <p><i>(PAES – Revised estimates due to rephasing of unspent and unexpensed funds from 1999–2000, and payment of payables from 1999–2000)</i></p>	<p><i>Effectiveness:</i> Grants to Federation Fund projects will improve productivity of transport activities and enhance accessibility and economic prosperity and employment.</p> <p><i>Timeliness:</i> To be completed in accordance with agreed schedule.</p> <p><i>Location:</i> Brisbane, Murray River, Tas., NT and, NSW.</p> <p><i>Cost:</i></p> <ul style="list-style-type: none"> Qld Federation Fund (still to be settled - formerly Brisbane light rail) (\$29.0 million – appropriation and expenses). <p><i>Change:</i> \$14.0 million appropriation and expenses.</p>

Activity	Performance Targets
	<ul style="list-style-type: none"> • Murray River bridges (NSW/Vic) (\$20 million – appropriation and expenses). <i>Change:</i> \$5 million appropriation and expenses. • Abt Railway (Tas) Appropriation of \$10.231 million. Expenses of \$10.194 million. <i>Change:</i> Appropriation of \$1.231 million and expenses of \$1.194 million. • Alice Springs/Darwin Railway (NT) (\$85 million – appropriation and expenses). <i>Change:</i> \$55 million appropriation and expenses. • Very high-speed train (NSW) (\$0.450 million – appropriation and expenses). <i>Change:</i> \$0.450 million appropriation and expenses.

Contributing Division(s): Land Transport

Performance Achieved

The following activities were undertaken to improve productivity of transport activities and enhance accessibility and economic prosperity and employment:

- Funding for the Brisbane light rail project was reallocated to several projects, and payments for two projects will be administered by the Transport and Regional Services portfolio.
- \$5 million was allocated to the Beaudesert Shire railway project and \$40 million to the upgrading of the Caboolture Motorway north of Brisbane.
- Negotiations are continuing with NSW and Vic. on Deeds of Grant for the Murray River bridges.
- Abt railway, which received \$10.85 million during 2000–01, is progressing ahead of the milestones specified in the Deed of Grant; accordingly, funding from 2001–02 was brought forward to address the shortfall.
Employment: 100 direct jobs have been created by this project.
- Alice Springs to Darwin railway – Deeds of Grant were signed in October 2000 and April 2001. A total of \$55 million has been paid (\$45 million of which was Commonwealth funding). *Economic prosperity:* The consortium building the railway has let \$280 million of contracts to date.

The ANAO has concluded fieldwork on a performance audit of Centenary of Federation Fund projects. As part of this audit, the ANAO examined the Brisbane light rail, Murray River bridges and the Abt railway projects. The final report is due in late 2001.

Sydney–Canberra VHST tender process was terminated in December 2000.

18. Upgrade of Rockhampton Airport runway

Activity	Performance Targets
<ul style="list-style-type: none"> • Administration of the Rockhampton Airport runway upgrade. 	<p><i>Effectiveness:</i> Extending the runway and strengthening the pavement to take B747 jumbo jets will have the direct effect of contributing to the Capricornia region's economic prosperity and employment by enabling it to participate fully in the lucrative tourism and defence exercise markets. The initiative will also improve the transport accessibility of the region, nationally and internationally.</p> <p><i>Cost:</i> \$6 million (appropriation and expenses).</p>

Contributing Division(s): Airports

Performance Achieved

Rockhampton City Council completed the upgrade of Rockhampton Airport in June 2000, and the Commonwealth made a payment of \$6 million to the council early in the 2000–01 financial year.

19. Roads to Recovery Program

Area of Activity	Performance Targets
<ul style="list-style-type: none"> Administration of the Roads to Recovery Program. (New measure not listed in 2000–01 PBS/PAES) 	<p><i>Effectiveness:</i> Improved access through transportation across and within regional Australia and Indian Ocean Territories.</p> <p><i>Quality:</i> Percentage of recipients complying with all program conditions who receive their entitled payments in full.</p> <p><i>Location:</i> Regional Australia and Indian Ocean Territories.</p>

Contributing Division(s): Land Transport

Performance Achieved

We made strategic direct investments to achieve the national objective of providing adequate road and rail infrastructure.

In accordance with specific legislation we provided funding to 513 councils including accelerated payments to 177 councils. We funded over 3000 projects.

All councils entitled to receive funding have been paid. Eighty-five per cent of councils in all States and Territories are registered.

Roads to Recovery Program

On 27 November 2000 the Prime Minister and Minister announced a significant Commonwealth funding initiative for local roads – the \$1.2 billion Roads to Recovery Program. The Government made \$150 million available for 2000–01. The Commonwealth Government directly funds local authority spending on roads infrastructure. In recognition of their particular needs, some \$850 million (70 per cent) of the funds went to councils in rural and regional Australia. Legislation for the Program, the *Roads to Recovery Act 2000*, received royal assent on 21 December 2000.

The Roads to Recovery Section was established in the Roads Investment Branch to administer the four-year program, which entailed quarterly payments to over 700 councils for works schedules submitted by them. The first payment to councils was made on 1 March 2001. So far, over 3000 projects have been submitted for funding, and \$150 million had been paid to councils by 30 June 2001.

As part of the Government's commitment to e-commerce, the program is web-based, with councils entering their details directly into a secure website, and most communication with councils is by email. After some initial difficulties, this system is now working well and has provided valuable lessons for future projects.

Many of the projects involve maintenance work – resealing or resheeting roads – but there is also a considerable number of improvement projects including replacing bridges, widening roads, installing lighting and building new bikeways. For the Aboriginal communities of the NT the money has been very timely, making it possible to repair roads destroyed in last year's floods. A full list of the projects is available on the Department's website.

ENVIRONMENTAL PERFORMANCE

The *Environment Protection and Biodiversity Conservation Act 1999* (the Act) outlines principles of ecologically sustainable development (ESD), which are to guide Commonwealth involvement in matters of national environmental importance and actions by Commonwealth agencies and in Commonwealth administered regions. The following are the ESD principles as defined by Section 3A of the Act:

(a) decision-making processes should effectively integrate both long-term and short-term economic, environmental, social and equitable considerations;

(b) if there are threats of serious or irreversible environmental damage, lack of full scientific certainty should not be used as a reason for postponing measures to prevent environmental degradation;

(c) the principle of intergenerational equity – that the present generation should ensure that the health, diversity and productivity of the environment are maintained or enhanced for the benefit of future generations;

(d) the conservation of biological diversity and ecological integrity should be a fundamental consideration in decision making;

(e) improved valuation, pricing and incentive mechanisms should be promoted.

A significant amount of the Department's activities are concerned with the day-to-day implementation of ESD principles. For example:

- its airport environment strategies provide measures to prevent or minimise environmental pollution;

- its officers work with the National Oceans Office to progress implementation of *Australia's Oceans Policy*, and they provide input into International Maritime Organisation (IMO) Marine Protection activities; and
- it has progressed implementation of new emission standards for passenger cars, 4WDs and light-duty trucks and vans, which will take effect from 2003.

In working with other Commonwealth agencies and with other levels of government, DoTRS is active in the development of policies and implementation of programs that have a positive environmental and social impact, including:

- working with the Australian Greenhouse Office on implementation of the Greenhouse Gas Abatement Program;
- working with Agriculture, Fisheries and Forestry – Australia and Environment Australia to integrate social and community considerations into the National Action Plan on Salinity and Water Quality;
- fostering and promoting Local Agenda 21 initiatives in Australia; and
- developing the economic and social resources of regional communities in harmony with the environment.

Through collaborative arrangements with the States and Territories, including on issues progressed by the National Transport Secretariat, DoTRS works on improving the environmental performance of the transport sector.

In its own office-based activities DoTRS has developed and promoted initiatives that will result in reduced energy use and waste.

In accordance with reporting requirements under the Act, the rest of this section describes how the activities of the Department's Divisions have accorded with the principles of ESD, as well as the measures they have taken to minimise environmental impacts and contribute to ESD.

Airports

Airport environment strategies continue to provide the basis for airport lessees to manage the environmental impacts of their operations. The strategies encompass measures to prevent or minimise:

- environmental pollution at airport sites;
- impact on biota or habitat; and
- interference with sites of heritage value or sites of significance to Aboriginal or Torres Strait Islander people.

DoTRS and its airport environment officers worked actively with airport operators and airport tenants to ensure a high level of compliance with the *Airports Act 1996* and Airports (Environment Protection) Regulations 1997.

Australian Transport Safety Bureau

The Australian Transport Safety Bureau's Black Spots Program contains specific provisions in relation to protecting the environment. All project proposals with significant environmental or heritage implications have been required to comply with the provisions of the *Environment Protection (Impact of Proposals) Act 1974* and with section 30 of the *Australian Heritage*

Commission Act 1975. More generally, policies to improve transport safety accord with the intergenerational equity principle of maintaining and enhancing the health, diversity and productivity of the environment for the benefit of future generations. Improved safety has contributed to ecological sustainability through the economic, social and environmental impact of saving lives, money and resources, and reducing property damage, pollution levels and the trauma associated with accident involvement.

Aviation

In the development of aviation policy and the regulation of aviation matters, DoTRS has environmental obligations arising from the *Environment Protection and Biodiversity Conservation Act 1999*, the *Air Services Act 1995* and in standards set by the International Civil Aviation Organisation (ICAO). DoTRS is also responsible for developing policy through the ICAO. Australian domestic and international airlines all operate aircraft which comply fully with ICAO noise and engine emission standards.

Business and Information Services Groups (formerly Corporate)

As part of the 1999–2001 Certified Agreement, DoTRS agreed to develop and promote initiatives that will result in reductions in energy use and waste generation. DoTRS runs a successful paper recycling program and energy conservation awareness program through regular articles in its staff newspaper, 'Transard'. Building management systems apply to lighting and air conditioning, and daytime cleaning

obviates the need for additional lighting at night. Staff are actively encouraged to circulate documents electronically rather than in hard copy.

Cross-Modal & Maritime Transport

Safety and Environmental Protection

A Roadstead was proclaimed in the Southern Gulf of Carpentaria to ensure maritime safety and environmental protection measures and Commonwealth border control responsibilities. The Roadstead means that the anchorage, loading and unloading area resource project in the Gulf will be included in the Territorial Sea and therefore under Commonwealth jurisdiction.

Marine Protected Areas

DoTRS provided input into the development of management plans for a number of new marine protected areas.

National Oceans Office

Cross-Modal and Maritime Transport officers worked with the National Oceans Office to progress implementation of *Australia's Oceans Policy*. Work focused on the development of the South-east Regional Marine Plan to protect and manage the oceans in the region's exclusive economic zone and on the implementation of a database to monitor progress on initiatives under *Australia's Oceans Policy*.

Marine Pests

In July 2001, Australia will introduce new mandatory ballast water management arrangements to protect our marine environment from invasive marine pests.

DoTRS provides strategic input into this process by representation on the National Introduced Marine Pests Coordination Group.

DoTRS also provides input into IMO Marine Protection activities. In 2000–01 a number of issues were progressed including a draft International Convention on the Control of Harmful Anti-fouling Systems.

Economic Research and Environment

The Bureau of Transport Economics, through the provision of research and analysis, advises on policy decisions that influence transport and the environment. Of key interest are the identification and measurement of environmental externalities resulting from transport. BTE also examines the most efficient means of dealing with environmental externalities. The ultimate aim is to contribute to better informed public debate and government policy making on these issues.

Environment Group develops and analyses policies addressing the impact of the Australian transport sector on the environment, and assesses the impact of developments in environmental policy on transport and regional interests. The Group itself does not directly undertake environmental measures, but plays a key role in developing policies that promote ecologically sustainable development principles.

Environment Group, with Corporate Division, is continuing to examine the impact on the environment of the Department's direct activities, such as its office waste and energy management systems.

Land Transport

In April 2001, DoTRS released an environmental report on motor vehicles, *Comparative Vehicle Emissions Study*. The study involved a test program of recent models of light vehicles against the current and future new motor vehicle emission test cycles, which will be adopted in the new emission standards from 2003.

Results indicated that the adoption of the 'Euro 2' and 'Euro 3' emission standards in Australia in 2003 and 2005, respectively, will lead to significant reductions in pollution levels from passenger cars, 4WDs and light-duty trucks and vans. These improvements will be delivered through a combination of lower emission limits and the more demanding test procedures. The report is available on the Department's website.

Regional Services, Development and Local Government

Regional Services, Development and Local Government has taken a strong role in fostering and promoting Local Agenda 21 initiatives in Australia. Local Agenda 21 recognises the crucial role of local authorities in implementing the United Nations blueprint for action to achieve sustainable development. During 2000–01, the following Local Agenda 21 projects were funded:

- using UN Systems for Environmental and Economic Accounting based estimates for decision making in local government;
- Spatial Accounting for Environmental Performance – Phase 1: drafting a guide;

- Building Capacity and Improving Involvement in Local and Regional Agenda 21; and
- Local Agenda 21 for Remote and Indigenous Communities.

Territories and Regional Support

The Jervis Bay Territory water treatment plant uses an innovative ozone treatment phase which reduces the amount of chlorine needed. Major works in the Territory are done in accordance with environmental works guidelines.

Many of the projects funded under the Flood Recovery Fund were for the repair and reconstruction of sewage and water facilities and riverbank areas. These projects all involved the maintenance of appropriate water quality standards for the communities undertaking the projects and for downstream communities.

An assessment of Crown leasehold land on Norfolk Island for national environmental and heritage significance was carried out as part of the Commonwealth/Norfolk Island Land Initiative. The report will assist with decision making on land transfer and ensure compliance with the *Environment Protection and Biodiversity Conservation Act 1999*.

DEPARTMENTAL SERVICE CHARTER

The client service charter sets out the Department's commitment to providing a high level of service including treating clients fairly, courteously and professionally, and providing timely and accurate advice and information.

The charter was reviewed and updated in 2000. DoTRS has reinforced the client service message to staff by conducting training sessions and reviewing staff attitudes to the charter.

A copy of our client service charter is available on our website at <http://www.dotrs.gov.au/dept/charter.htm> or by contacting:

Client Service Officer
Department of Transport and Regional
Services
GPO Box 594
CANBERRA ACT 2601.

A detachable reply-paid feedback card is included with our service charter. Feedback may also be forwarded by email to clientserv@dotrs.gov.au or by calling the toll-free number 1800 075 001. Clients may also provide feedback by writing to the client service officer at the above address.

The rest of this section describes the performance of Divisions against the charter.

Airports

The Airports Division continued to deliver the Government's aircraft noise insulation programs to a high standard of satisfaction.

All clients who have their homes insulated under the Sydney Airport Noise Amelioration Program are asked to complete a customer satisfaction survey after the work is completed. In 2000–01, 178 survey forms were returned, with 86 rating the service provided as excellent, 77 as very good and one as poor. Any complaints regarding the insulation work undertaken on properties are fully investigated by our Project Manager. In addition, an extended warranty arrangement has been negotiated to cover airconditioners installed under the program. Dispute resolution procedures are in place, including provision for review of administrative decisions by an independent arbitrator. No applications for review were received during the year.

Other than for noise programs, the level of service provided to key clients is measured primarily in terms of feedback from the general public on the exercise of statutory discretions. We received no complaints during the year about the way in which we handled requests for exercise of statutory discretions (airport curfew dispensations and permissions for operation of non-noise compliant aircraft).

Australian Transport Safety Bureau

The Australian Transport Safety Bureau received 184 compliments for:

- prompt dispatch and quality of research and investigation reports,
- prompt and useful responses to requests for information,
- the usefulness of our website, and
- the professional and impartial conduct of investigations.

We received one complaint about the lack of an effective search engine on our website: a new search engine has been developed.

Aviation

During the year the Aviation Division considered 360 applications for approvals of international scheduled services. We issued 73 cabotage dispensations and approved 134 tariff applications. We carried out security inspections on all international and major domestic airlines and categorised airports with security programs. We also carried out security assessments at a number of regulated international cargo sites in 2000–01. Aviation Statistics produced 30 publications and acted on approximately 1400 hotline inquiries. During the year there were no serious breaches of the service charter parameters affecting airline operations.

We received nine compliments concerning our service and one complaint. The complaint, which related to the tender process for the RASS Program, was made to the Ombudsman who dismissed it on the basis of the Department's submission.

Cross-Modal & Maritime Transport

Tasmanian Freight Equalisation Scheme

DoTRS worked with Centrelink to administer three trials of an innovative project whereby suppliers provide Tasmanian Freight Equalisation Scheme (TFES) assistance as an up-front reduction in the freight cost of product sold to eligible customers. This saved time and out-of-pocket expense for many TFES customers – including over 1000 drought-affected

Tasmanian farmers. DoTRS processed a total of 5171 TFES assistance claims from 1427 shippers.

Bass Strait Passenger Vehicle Equalisation Scheme

The Bass Strait Passenger Vehicle Equalisation Scheme was extended in March 2001 to passengers travelling between King Island and the mainland to provide greater access for Bass Strait communities. A rebate is now available for passenger vehicles transported by sea between King Island and Victoria where the driver travels by commercial air service on or about the same day. Since the introduction of the scheme in 1996, passenger vehicles carried between the mainland and Tasmania have increased by over 100 per cent. A total of 127 040 eligible passenger vehicles was carried in 2000–01.

The Cross-Modal & Maritime Transport Division received no complaints during the year. But we did receive 10 compliments. These were for:

- prompt processing of coasting trade permits,
- implementation and consultation with industry regarding amendments to the Trade Practices Act,
- development of the Australian Freight Councils Network website,
- contribution to the Seafarers Welfare Forum,
- involving industry in APEC Transportation Working Group and Australia/Indonesia bilateral transport talks, and
- matters relating to the Stevedoring Industry Finance Committee.

Economic Research and Environment

BTE received 53 compliments for the prompt dispatch and quality of its research reports, and for prompt and useful responses to requests for information and data.

BTE received Transport Colloquium feedback forms from 59 external participants, 93 per cent of whom made positive remarks. These remarks related to issues such as the quality of the program in terms of topics and structure, the networking opportunities allowed by such an event and the BTE's organisation of the event. Four participants considered that some aspects, such as the venue and the accessibility of papers prior to the Colloquium, were not satisfactory.

Land Transport

During the year Land Transport Division issued 2371 vehicle compliance plate approvals. Of these, the Vehicle Safety Standards Branch completed 98 per cent of full-volume and trailer approvals, 95 per cent of low-volume trailer approvals and 53 per cent of low-volume vehicle approvals within its client service charter commitments.

We issued 25 001 vehicle import approvals, 76 per cent being completed within the Branch's 17-day service commitment and 95 per cent within the departmental 20-day service charter. We received 60 618 incoming phone calls relating to vehicle imports and actioned 80 per cent within the 24-hour commitment timeframe.

We received 12 written compliments about excellent service and two written complaints about delays in our processing of approvals.

In administering the Commonwealth Government's roads infrastructure program with States and Territories, DoTRS undertakes to process payments for approved projects within seven working days of receipt of the claim, where satisfactory claims are received by the 13th of each month. During 2000–01, we processed 68 per cent of satisfactory claims received by the 13th of the month within seven working days and the remainder within a further five working days.

Regional Services, Development and Local Government

Regional Services, Development and Local Government received a considerable number of written compliments, and these mainly related to the high level of assistance provided by Divisional staff on such issues as advice on approval processes to grants applicants, the Countrylink service, and program delivery and information.

We also received very good feedback on the Northern Australia Forum: our smooth running of the event, the tangible outcomes and the work to bring together a collaborative approach across the North. The praise came from a wide range of participants, including regional community representatives, government officials and politicians.

The Commonwealth Government Information Services (Countrylink Australia), a service for people living in regional, rural and remote areas of Australia, has continued to receive positive feedback from clients on the operation of its free-call telephone information and referral service.

The Service now has 360 community information stands throughout regional, rural and remote areas of Australia. These local information services are in a variety of locations including churches, community centres, neighbourhood houses, local councils and libraries. They provide booklets and pamphlets containing information on Commonwealth Government services and programs for the local community.

The Commonwealth Government Information Service attended 42 shows and field days in regional, rural or remote Australia during 2000–01. This face-to-face service, known as Countrylink's shopfront, provides information and printed material on Commonwealth Government services and programs for people attending these events.

Territories and Regional Support

A variety of mechanisms are in place to ensure that Territory communities are consulted on decisions that will affect services provided to them. These include Administrators' Advisory Committees, Community Consultative Committees, the Justice Issues Group, and more formal review mechanisms including recourse to the Commonwealth Ombudsman and Administrative Appeals Tribunal.

Client service charters are maintained by the Territory Administration of Cocos (Keeling) Islands, Christmas Island, Jervis Bay Territory (revised 2001) and the Office of the Administrator of Norfolk Island. The charters detail the range of services provided, expected standards of service,

rights and responsibilities of clients, and ways in which clients can provide feedback about the standard of service. All the service charters were developed in consultation with clients and include access to independent channels of complaint such as the Commonwealth Ombudsman. Reviews of the terms and effectiveness are being undertaken in consultation with clients.

During 2000–01 Territories and Regional Support Division received no formal complaints concerning the services provided by the Office of the Administrator of Norfolk Island. A complaint about house maintenance was made in relation to the Jervis Bay Administration. Seven complaints were received by the Cocos (Keeling) Islands Administration. Cocos (Keeling) Islands Administration has also received an unrecorded number of written and verbal complaints regarding the air services tender. Two written complaints were received by the Christmas Island Administration, one relating to housing and one relating to a job vacancy, and one oral complaint regarding health.

Formal complaints to Centrelink about decisions on Flood Assistance Package Business Grants are dealt with through the normal Centrelink process. Complaints lodged with Ministers are discussed with Centrelink and decided against the guidelines in accordance with normal Centrelink processes.

Table 1 – Ministerial Service Performance Assessment Statistics

1 July 2000 – 30 June 2001

Division	Satisfactory	Unsatisfactory	Not indicated	Total	Unsatisfactory (%)
Airports	1072	14	232	1318	1.06
Australian Transport Safety Bureau	320	4	46	370	1.08
Aviation	886	42	247	1175	3.57
Economic Research & Environment	83	3	10	96	3.13
Corporate and Business Group	124	10	17	151	6.62
Executive Services Group	42	3	3	48	6.25
Executive	2			2	0.00
Land Transport	1996	63	414	2473	2.55
Regional Services, Development & Local Government	1271	59	293	1623	3.64
Territories & Regional Support	317	18	69	404	4.46
Cross-Modal & Maritime Transport	272	45	38	355	12.68
DEPARTMENTAL TOTAL	6385	261	1369	8015	3.26

ISLAND ADMINISTRATIONS AND JERVIS BAY

Similar client service charters are in place for the administrations of Cocos (Keeling), Norfolk and Christmas Islands, and the Jervis Bay Territory. They are also available on request from the following addresses:

Christmas Island Administration
Deputy Administrator
PO Box 868
Christmas Island WA 6798
Telephone: (08) 9164 7901
Facsimile: (08) 9164 8524

Cocos (Keeling) Islands Administration
Deputy Administrator
GPO Box 93
Cocos (Keeling) Islands

Indian Ocean WA 6799
Telephone: (08) 9162 6615
Facsimile: (08) 9162 6697

Official Secretary or the Administrator
Office of the Administrator
Quality Row
Norfolk Island 2899
Telephone: (0011) 6723 22152
Facsimile: (0011) 6723 22681

Jervis Bay Territory Administration
Regional Director
Village Road
Jervis Bay NSW 2540
Telephone: (02) 4442 1217
Facsimile: (02) 4442 1036

SOCIAL JUSTICE AND EQUITY



DoTRS fosters further development of partnerships and cooperation with stakeholders, communities, other Commonwealth agencies and State, Territory and local governments on activities designed to achieve equitable access to services and diverse community input to policy development.

Publicly available information on transport, regional services, Territories and local government policy and initiatives is communicated to all Australians by publication of information in the Portfolio Budget Statements, the departmental annual report and Internet homepage. Consultation mechanisms and information provision are accessible and culturally sensitive, and diverse representation on advisory bodies is encouraged.

In order to integrate cultural diversity into its policy development and program administration in keeping with the principles of the Commonwealth's *Charter of Public Service in a Culturally Diverse Society*, the following activities were undertaken by DoTRS in 2000–01:

- In May 2001, the Regional Services, Development and Local Government Division launched GrantsLINK, a website that details Commonwealth grants funding available to communities. The site presents grants information organised by subject areas and also provides a flexible search engine to help users discover what programs are available to help meet the

needs of their local community. In recognition of the variety of issues facing regional communities and the difficulty many people face in identifying the most appropriate

Commonwealth agency to approach for funding, GrantsLINK also provides GrantsASSIST – an email-based service that allows people to ask for assistance in locating suitable funding programs.

- The Regional Services, Development and Local Government Division has also commenced work on other online initiatives including the *regional entry point* and the *gateway to northern Australia*. These initiatives form part of the Government's *customer-focused portals* framework and will bring together information from across the Commonwealth into a single online entry point specifically targeted at regional and rural Internet users. The regional entry point will provide the capacity for regional communities to:
 - promote events in their local area;
 - access case studies offering practical examples of dynamic communities and innovative solutions; and
 - discuss common issues in an online forum.

The gateway to northern Australia will focus attention on the potential of Australia's north and will draw together Internet sites relevant to that region. These initiatives will come online during the second half of 2001.

- In the Airports Division, new aircraft noise descriptors are being developed in a non-technical form, to enable much greater community access to vital information.

- The Australian Transport Safety Bureau Research Management and Strategy Team developed, on behalf of the Australian Transport Council, a National Road Safety Strategy for the period 2001–10 and Action Plan 2001 and 2002. The strategy contains the strategic objective of improving equity among road users, noting that not all users enjoy the same level of safety. The action plan contains measures available to jurisdictions to achieve the strategic objectives. The groups identified include indigenous people who have been estimated to be at least three times more likely to be involved in road trauma. The Aboriginal and Torres Strait Islander Commission was consulted in the development of the strategy and supports the measures relevant to this group.
- The Australian Transport Safety Bureau Communications and Information Team developed a strategy to provide road safety information to community language groups through the Bureau Internet website. If funding allows, information will be provided on child restraints, drink driving, fatigue and bicycle safety.
- In August 2000, the Cross-Modal and Maritime Transport Division sponsored a national forum on seafarers' welfare, with one of the major outcomes being the proposed establishment of a *port welfare committee* in each State and the Northern Territory. DoTRS will make available \$50 000 per annum for two years from 2001–02 to assist in establishing and building port welfare committees in each State and the Northern Territory. Port welfare committees will assist port welfare agencies to improve access to their services by foreign and Australian seafarers at Australian ports.
- Drawing on its transport economic skills, the Bureau of Transport Economics has been developing a database on regional socioeconomic information and sources for investigation. This will be used to underpin future regional research work in DoTRS.
- The value of diversity and inclusiveness is emphasised in the conduct of the Regional Services, Development and Local Government Division's activities – for example in policy development, regional impact statements, grants program guidelines and assessments, local government legislation and communications.
- Legal Aid funding is provided to Norfolk Island to ensure that all Norfolk Islanders have access to legal representation.
- DoTRS convenes the Jervis Bay Territory Justice Issues Group, comprising both public officials and representatives of the Wreck Bay Aboriginal Community Council. The group has the broad objective of ensuring that the range and nature of justice outcomes available to Jervis Bay residents are comparable to those available to residents of the ACT and the surrounding Shoalhaven region of NSW. Aboriginal persons comprise roughly one-third of the population of Jervis Bay Territory, and services provided are sensitive to the

community's differing needs.

- The Indian Ocean Territories' administrations continue to liaise closely with community groups to ensure that the services provided by the Commonwealth reflect the principles of social justice. Some 1500 people are usually resident on Christmas Island, with an ethnic composition of approximately 70 per cent Chinese, 20 per cent of European extraction and 10 per cent Malay. The total population of the Cocos (Keeling) Islands is around 600, composed of about 85 per cent Cocos Malay people and 15 per cent of European extraction.

DoTRS has ensured that its recruitment guidelines comply with the requirements of the charter and the diversity requirements of the *Public Service Act 1999* and the *Equal Employment Opportunity (Commonwealth Authorities) Act 1987*.

Staff induction programs include information about the DoTRS Workplace Diversity Program and its legislative framework.

Where training is provided by an external provider, that provider is required to meet the *MAB Ethical Standards and Values in the Australian Public Service 1996* under the conditions of the DoTRS Standard Consultancy Agreement. These standards include:

- the promotion of equity and elimination of discrimination in employment; and
- the recognition of the diversity of the Australian community.

Part four



**Management and
accountability**

ORGANISATIONAL GOVERNANCE

EXTERNAL SCRUTINY

MANAGEMENT OF HUMAN RESOURCES

COMPETITIVE TENDERING, CONSULTANTS AND PURCHASING

THE ORGANISATIONAL GOVERNANCE STRUCTURES OF THE DEPARTMENT

The Department's structures and processes are designed to ensure it delivers its stated outcomes and outputs in an accountable, ethical and timely fashion. Organisational governance information is disseminated to staff via the Intranet site and issues of note are also featured in the weekly staff newsletter.

DoTRS commenced an external review of its corporate governance arrangements this year to ensure that they are keeping pace with developments in management practices and conventions in the modern public service. This review focused on identifying and providing advice on the implementation of improvements required to achieve better practice. The initial findings of the review indicate that DoTRS has a sound base with all of the major building blocks of good organisational governance in place, but also identify some areas that need attention. The final component of the analysis, which is yet to be delivered, will provide DoTRS with guidance on addressing those issues and will be detailed in next year's annual report.

DEPARTMENT-WIDE MANAGEMENT COMMITTEES

Portfolio Business Meeting

The weekly Portfolio Business Meeting with the Ministers and their senior advisers, reinforces the link between the Ministers

and the Department. These meetings address both administrative and policy issues facing the portfolio.

Portfolio Chief Executives Forum

The Portfolio Chief Executives Forum was established in July 2000 to provide an opportunity for high-level interaction across the transport and regional services portfolio on matters of common interest. It comprises the Secretary of DoTRS and the Chief Executives of the Civil Aviation Safety Authority, Airservices Australia, Australian Maritime Safety Authority and National Capital Authority. Meetings are generally held quarterly.

Executive Board

The Executive Board supports the Secretary in discharging his statutory responsibility of promoting the efficient and ethical use of departmental resources. Members of the Executive Board are responsible for advising the Secretary on matters of corporate governance, direction, priorities and policy.

Departmental Executive Meeting

Weekly departmental executive meetings focus on the upcoming week, with members reporting on issues facing the Divisions and Ministers. The meetings provide an opportunity for senior staff to exchange views on issues, alert the executive to upcoming events and foster a collegiate and cross-divisional ethos.

Table 2 – Department-wide Management Committees

Membership as at 30 June 2001

	Members	Responsibility	Meetings
Portfolio Business Meeting	Ministers, Senior Advisers, Secretary, Deputy Secretaries	Address both administrative and policy issues facing the portfolio	Weekly
Portfolio Chief Executives Forum	Secretary and Chief Executives of the Civil Aviation Safety Authority, Airservices Australia, Australian Maritime Safety Authority and National Capital Authority	Discuss issues of common interest across the portfolio	Quarterly
Executive Board	Secretary, Deputy Secretaries, Division and Bureau Heads and CFO	Advise the Secretary on matters of corporate governance, direction, priorities and policy	Fortnightly
Departmental Executive Meeting	Secretary, Deputy Secretaries, all FAS, AS Executive Services Group, CFO, General Counsel and Director Legal Services	Discuss issues currently facing Divisions and Ministers	Weekly
Departmental Audit Committee	Deputy Secretary, FAS Economic Research & Environment, FAS Regional Services, Development & Local Government, GM Information Services Group, AS High-Speed Train Branch, Mr Paul McGrath AM as an independent member	Provide advice to the Secretary on the governance of DoTRS	Six times per year
People Management Committee	Deputy Secretary, GM Business Group, FAS Economic Research & Environment, AS People & Strategy, AS Cross-Modal Maritime, AS Territories and Regional Support, AS Environment, Director Land Transport, Director Regional Services, Development & Local Government, Co-Chairs RTP Taskforce, Director HR Programs	Align people management activities and departmental business objectives, including future business needs; provide executive support and guidance to RTP Taskforce	Every six to eight weeks
Results Through People Taskforce	Divisional representatives	Formulate and promote RTP initiatives in DoTRS	As required (approximately every month)
Health and Safety Committee	GM Business Group, Manager People and Strategy, Director Employee Services, one divisional FAS, union representatives and departmental health and safety representatives	Consider the Department's OH&S strategy and policy and performance issues; improve the Department's health and safety environment	Quarterly
Departmental Consultative Committee	Elected representatives from each Division, regional office and union that is party to the CA, as well as a management representative nominated by the Secretary	Make recommendations and oversee the implementation of the Certified Agreement	Every six to eight weeks

Departmental Audit Committee

The Audit Committee is a high-level panel that provides advice to the Secretary on the governance of DoTRS. It is accountable to the Secretary and operates under a charter prepared in line with the Australian National Audit Office's *Better Practice Guide*. The Audit Committee focused on:

- fostering growth of the trust-based system throughout DoTRS;
- finalisation of the Departmental Fraud Risk Assessment and Fraud Plan (consistent with the Fraud Control Policy of the Commonwealth);
- finalisation of the Departmental Risk Management Policies and Procedures and Risk Register; and
- department-wide training in risk management and incorporation of risk management into the annual business planning process.

People Management Committee

The People Management Committee works as a committee of the Executive Board to advance key people-related activities and programs, to provide an advisory role to the People and Strategy Branch and to enhance the design of human resource projects. Committee members work within their respective branches to design specific projects based on the Department's human resource framework, to act as an executive committee for the results through people (RtP) taskforce and to provide strategic advice to the Executive Board on people management issues.

Results through People Taskforce

The main function of the RtP taskforce is to act as a bottom-up feedback mechanism on corporate initiatives and business performance for the executive group. The mechanism for providing this feedback is a report delivered to the Secretary and the Executive Board specifying staff perceptions of performance against key result areas, including examples of best practice observed within and external to DoTRS.

The People Management Committee has replaced the RtP Steering Committee as the executive reference group for the taskforce.

Health and Safety Committee

The Health and Safety Committee meets regularly to consider the Department's occupational health and safety strategy and policy and performance issues, with the aim of improving the Department's health and safety environment.

Departmental Consultative Committee

The Departmental Consultative Committee is a body established by the Certified Agreement (CA) to make recommendations and oversee the implementation of the CA. It functions to establish workplace relations that value communication, consultation, cooperation and input from employees on matters that affect their workplace.

The committee is comprised of elected representatives from each Division, a representative of regional offices, a representative of each union party to the CA and senior executive representatives nominated by the Secretary. It meets every six to eight weeks and is chaired by the Secretary.

CORPORATE AND OPERATIONAL PLANNING

Corporate and Operational Planning

The Department's planning procedures, illustrated below, indicate the connection between the different levels of planning within the organisation. The key planning document, the Portfolio Budget Statements (PBS), sets out the Government's intentions in relation to the portfolio and the allocation of resources to DoTRS. The PBS underlies the development of internal planning documents, such as the divisional plans, which in turn guide the development of lower-level work plans.

In aligning the Department's operational planning documents the organisation has instituted a 'line of sight' approach between the individual staff member's planning process (the plan on a page) and the Department's formal planning document, the PBS. This line of sight approach involves maintaining the connection from the PBS through the corporate plan and the divisional plans to the development of the

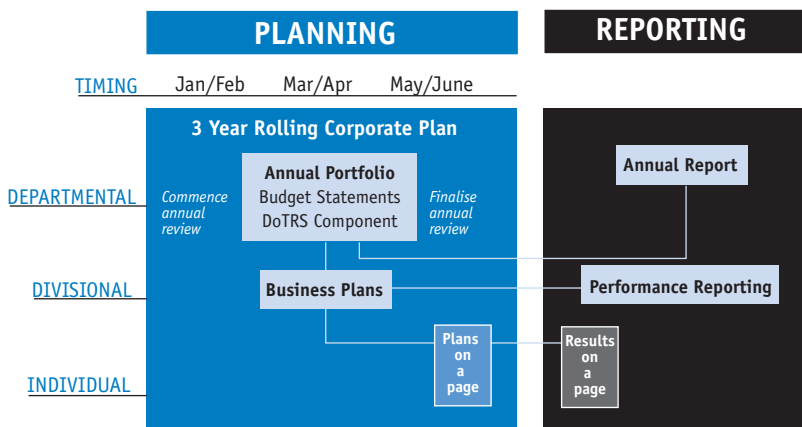
individual's plan on a page. In this way, all members of the organisation should be able to determine where their work sits in relation to the delivery of the Department's outcomes and the Government's objectives.

A further key planning document is the Secretary's Statement of Future Skills Requirements, which is available to staff through the Intranet. In this document the Secretary identifies the Department's ongoing skill requirements to assist management and staff in planning and undertaking training and development. This key planning document feeds into the individual plans on a page.

Departmental Corporate Plan

A new departmental corporate plan for the period 2000–01 to 2002–03 commenced on 1 July 2000. As the highest-level document in the Department's planning hierarchy, the new corporate plan guides the Department's operations and describes its purpose, role and values. It also considers changes that may affect work over the period and identifies what we will do differently.

Figure 6 – Relationship between the Department's planning and reporting



The plan is reviewed each year and revised so that it continues to look three years ahead. The current plan is available on the Department's website at: <http://www.dotrs.gov.au/corpplan/index.htm>.

INTERNAL AUDIT, RISK MANAGEMENT AND ETHICS

Internal Audit

From May 2000 internal audit services have been provided by one consultant rather than by a panel, as had been the case for several years. This arrangement is providing more consistent audit quality. Matters selected for internal audit are based on risk analysis, which includes the size and nature of the functional area, the inherent risk in the operations, the period since the last audit, and the results of prior reviews.

Risk Management

To manage risk, DoTRS has established an overarching risk-management plan and promoted a risk-management culture. The procedures outlined in the risk-management plan deal with all areas of risk management, including fraud risk and continuity planning. This plan will be updated annually as part of the business planning process. In addition, a series of risk management workshops and seminars have been run for staff on appropriate risk management practices.

The fraud risk assessment and control plans were updated and have been approved by the Commonwealth Fraud Control Evaluation Committee, which consists of representatives of the Attorney-General's Department and the Australian Federal Police. The fraud risk plan is available to staff via the Department's Intranet.

Ethics, Values and Code of Conduct

As part of the Introduction Program (outlined in 'Human Resource Management'), new staff members are given a copy of the APS values and code of conduct, the DoTRS Service Charter and workplace diversity information. The Secretary also addresses new staff on the Department's culture and corporate values. All people management initiatives are designed to promote ethical codes of conduct consistent with APS values.

Whistleblowing

In line with Public Service Regulation 10, DoTRS provides a comprehensive policy allowing employees to present evidence of fraud, waste or misconduct within the Department without harassment. There have been no cases to date.

LEGAL ACTION*Bruno Colombin v. Commonwealth of Australia*

In January 2001 Mr Colombin, a former employee of the South Australian Railways between 1956 and 1964, sought compensation from the Commonwealth for an asbestos dust injury he incurred during his employment prior to the statutory transfer of the non-metropolitan railways of South Australia to the Commonwealth in 1978. The NSW Dust Diseases Tribunal held that the transfer included the transfer of all liabilities arising out of those operations.

DoTRS appealed this decision on the grounds that the transfer was distinguishable from the circumstances before the High Court in *Crimmins v Stevedoring Industry Finance Committee* [1999] HCA 59. On 7 March 2001 the Court of Appeal of the NSW Supreme Court dismissed the appeal.

**AUSTRALIAN NATIONAL AUDIT OFFICE
ACTIVITY IN THE DEPARTMENT**

During 2000–01 the following Australian National Audit Office (ANAO) audit reports, which included recommendations on the operations of DoTRS, were tabled in Parliament.

Audit Report number 1 – *Commonwealth Assistance to the Agrifood Industry*

This was an across-agency audit that included DoTRS. The ANAO made four recommendations directed at improving the planning, monitoring and reporting of Commonwealth assistance to the agrifood industry. DoTRS agreed with the three

recommendations that related to more effective planning, evaluation and monitoring of performance and instituted appropriate action within the corporate and business planning process.

Audit Report number 9 – *Implementation of the Whole-of-Government Information Technology Infrastructure Consolidation and Outsourcing*

This was an across-agency audit. The ANAO made recommendations identifying opportunities for improvement in the management and ongoing implementation of IT outsourcing. Many of the recommendations related to the Office of Asset Sales and IT Outsourcing. DoTRS has noted recommendations, such as the use of probity auditing services for future tender processes.

Audit Report number 14 – *Benchmarking the Internal Audit Function*

This was an across-agency audit which took place over three years and in which DoTRS participated. The ANAO made two broad-based recommendations related to reviewing the internal audit function, which DoTRS has implemented.

Audit Report number 15 – *Agencies' Performance Monitoring of Commonwealth Government Business Enterprises*

This was an across-agency audit, which referred to the Australian Rail Track Corporation Limited. The ANAO made three recommendations, two of which related to other agencies. The third proposed that all agencies review the adequacy of their oversight procedures. The recommendation resulted from a failure in another agency; nevertheless, DoTRS has taken measures to enhance its government business enterprise oversight practices.

Audit Report number 17 –*Administration of the Waterfront Redundancy Scheme*

The report found that there was substantial compliance with the relevant legislation and that a high level of efficiency has been achieved in the design and implementation of administrative and financial controls governing the provisions of payments. The ANAO made some recommendations to enhance monitoring, which DoTRS is putting into effect.

Audit Report number 21 – *Management of the National Highways System*

The report made a number of recommendations on the administration of the roads program. The administration of the roads program is being reviewed in light of the ANAO recommendations.

Audit Report number 23 – *Audits of Financial Statements of Commonwealth Entities for the Period ended 30 June 2000*

The report raised some control issues in relation to DoTRS, and these have been resolved.

Audit Report number 53 – *Commonwealth Management of Leased Office Property*

This was an across-agency audit. No issues were raised in relation to DoTRS.

INQUIRIES BY PARLIAMENTARY COMMITTEES AND THE PRODUCTIVITY COMMISSION

During 2000–01 DoTRS provided submissions to the following committees and inquiries:

- Joint Standing Committee on the National Capital and External Territories, *Inquiry into Norfolk Island Electoral Matters*
- Joint Standing Committee on Foreign Affairs, Defence and Trade, *Australia's Relations with the Middle East, including the Gulf Region*
- Joint Standing Committee on Migration, *Not the Hilton – Immigration Detention Centres: Inspection Report*
- House of Representatives Standing Committee on Family and Community Affairs, *Inquiry into Substance Abuse in Australian Communities*
- Joint Standing Committee on the National Capital and External Territories, *Christmas Island Casino Inquiry*
- Parliamentary Standing Committee on Public Works, *Submission in relation to the Rumah Baru project on Cocos (Keeling) Island*
- Joint Standing Committee on the National Capital and External Territories, *Inquiry into Norfolk Island Health Services* (the formal submission was lodged in the previous financial year.)
- Joint Standing Committee on Foreign Affairs, Defence and Trade, Trade Subcommittee, *Inquiry into Enterprising Australia – Planning, Preparing and Profiting from Trade and Investment*

- House of Representatives Communications, Transport and the Arts Committee, *Inquiry into Fatigue Management in the Transport Industry*
- Senate Rural and Regional Affairs and Transport Legislation Committee, *Inquiry on CASA Administration – Air Operator Maintenance, Regulation and Oversight*
- Joint Standing Committee on Foreign Defence and Trade, *Inquiry into Australia's Relations with the Middle East*
- Joint Committee of Public Accounts and Audit, *Contract Management in the Australian Public Service*
- The Senate Rural and Regional Affairs and Transport Legislation Committee, *Inquiry into the Sydney Airport Demand Management Amendment Bill 2001*
- Response of the Federal Government to the Report of the Senate Rural and Regional Affairs and Transport References Committee, *Inquiry into the Development of the Brisbane Airport Corporation Master Plan*
- Productivity Commission's *Review of Price Regulation of Airport Services*.
- **Reports Tabled by Parliamentary Committees on Matters Relating to DoTRS**
- House of Representatives Standing Committee on Communications, Transport and the Arts, *Beyond the Midnight Oil – Managing Fatigue in Transport* (tabled October 2000)
- Senate Rural and Regional Affairs and Transport Legislation Committee, *Administration of the Civil Aviation Safety Authority: Matters related to ARCAS Airways* (tabled October 2000)
- Senate Rural and Regional Affairs and Transport References Committee, *Air Safety and Cabin Air Quality in the Bae 146 Aircraft* (tabled October 2000)
- Senate Rural and Regional Affairs and Transport References Committee, *Airspace 2000 and related issues* (tabled April 2001)
- House of Representatives Standing Committee on Communications, Transport and the Arts, *Back on Track* (tabled April 2001)
- Senate Rural and Regional Affairs and Transport Legislation, *Aviation Legislation Bill (No. 1) 2001*.

COMMENTS BY THE OMBUDSMAN

In 2000–01 the Ombudsman received 65 complaints about the Department's actions, with 71 separate issues identified. Of the 61 complaints addressed during the year with 63 separate issues identified, the Ombudsman's Office exercised its discretion not to investigate in 36 cases, and 4 cases were withdrawn by the complainant or lapsed. Of the 23 issues investigated, the

Ombudsman's Office found an agency defect in 6 cases, no agency defect in 11 cases, and 6 cases indeterminate. There were no formal reports to the Minister under the provisions of the *Ombudsman Act 1976*.

DoTRS received no complaints under the *Privacy Act 1988* in 2000–01.

FREEDOM OF INFORMATION

Section 8 of the *Freedom of Information Act 1982* (the FOI Act) requires Commonwealth Government agencies to make available information about their organisation, functions and operations, and about rules and practices used in making decisions that affect members of the public.

How to get information

Under section 15 of the FOI Act, any person is entitled to apply for access to documents that fall within its scope. If you need further information or wish to lodge a formal request for information under the FOI Act, please contact:

Freedom of Information Coordinator

Department of Transport and

Regional Services

GPO Box 594

CANBERRA ACT 2601

Telephone: (02) 6274 7844

Fax: (02) 6274 6775

Email: foi@dotrs.gov.au.

A request under the FOI Act must be in writing (email is acceptable), accompanied by a \$30 application fee, and stating an address in Australia to which notices under the FOI Act can be sent. In certain instances

the fee is not required or can be remitted. For a quick response, provide as much information as possible about the document/s you are seeking. It is advisable to include a telephone number in case clarification of your request is necessary.

For the purposes of the FOI Act, the records of the Australian Transport Safety Bureau, the Bureau of Transport Economics and the administrations of Jervis Bay Territory, Christmas Island, the Cocos (Keeling) Islands and Norfolk Island are records of DoTRS.

Table 3 – Freedom of information statistics, 2000–01

<i>Requests received</i>	<i>No.</i>
On hand at 1 July 2000	8
Received 1 July 2000 – 30 June 2001	64
<i>Response time (days)</i>	
0–30	17
31–60	16
61–90	6
91+	1
<i>Withdrawn</i>	17
<i>On hand at 30 June 2001</i>	15

MANAGEMENT OF HUMAN RESOURCES

STAFFING OVERVIEW

DoTRS employed 861 staff as at 30 June 2001 (see Table 4). This was a decrease of 18 from the previous year. The table provides a breakdown of employees into ongoing and non-ongoing, full-time and part-time, and male and female.

There were 74 non-ongoing employees at 30 June 2001, a rise of 16 from the previous year. Representation of women in DoTRS

increased from 44 per cent in 1999–2000 to 45.6 per cent in 2000–01.

The turnover rate for ongoing employees was 15.6 per cent, significantly higher than the previous year's figure of 9.1 per cent.

Since 1999–2000, the largest decrease in number of personnel has been in the Australian Public Service (APS) 1–4 group (including graduate recruits), which fell by 32. The Executive Level 1 group decreased slightly (by four). The APS 5–6 group rose by six, the Executive Level 2 group rose by seven and the Senior Executive Service (SES) rose by five.

Table 4 – Ongoing and non-ongoing full-time and part-time employees (not including inoperatives or Indian Ocean Territories), by gender

Gender	Ongoing full-time		Ongoing part-time		Non-ongoing full-time		Non-ongoing part-time		Total	
	99–00	00–01	99–00	00–01	99–00	00–01	99–00	00–01	99–00	00–01
Male	453	427	7	14	28	25	4	2	492	468
Female	337	321	24	25	22	41	4	6	387	393
Total	790	748	31	39	50	66	8	8	879	861

Table 5 – Employees by classification level and location

Location	APS 1–4		APS 5–6		EL1		EL2		SES*/ SEC		Total	
	99–00	00–01	99–00	00–01	99–00	00–01	99–00	00–01	99–00	00–01	99–00	00–01
ACT	223	192	237	246	182	176	161	168	43	48	846	830
NSW			2	2			3	2			5	4
Qld	1	1	2	2	2	2	4	5			9	10
SA			1	1	1	1					2	2
Vic			1	1	1	1					2	2
WA	5	4	5	2	3	5	2	2			15	13
Total	229	197	248	254	189	185	170	177	43	**48	879	861

Key

APS 1–4: Australian Public Service Levels 1 to 4, including graduates

APS 5–6: Australian Public Service Levels 5 to 6

EL1: Executive Level 1 including Legal and Public Affairs equivalents

EL2: Executive Level 2

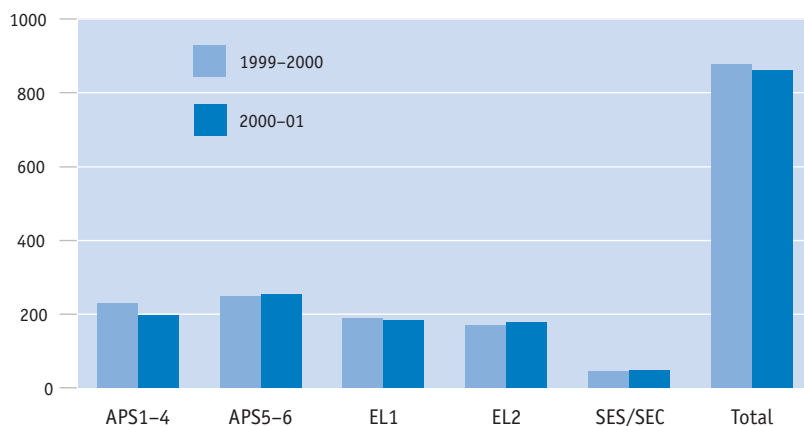
SES: Senior Executive Service

SEC: Secretary

* Includes nominal and long-term acting SES officers.

** The SES numbers shown here are different from those shown in note 17 to the financial statements as those numbers exclude some people who served for only part of the year.

Figure 7 – Total staffing figures, 1999–2000 compared with 2000–01



Of the Public Service Act employees (ongoing and non-ongoing) 96 per cent were located in the Australian Capital Territory. Employees in State offices

generally worked in aviation security, air safety investigation or administration of the Indian Ocean Territories. There were no major changes to employee numbers in State offices.

Table 6 – Indian Ocean Territories staff: ongoing and non-ongoing full-time and part-time employees (not including inoperatives), by gender

Gender	Ongoing full-time	Ongoing part-time	Non-ongoing full-time	HPO*	Casual	Non-ongoing part-time	Total
Male	49		9	1	3	1	63
Female	29	7	16		9	7	68
Total	78	7	25	1	12	8	131

* Holder of a Public Office

Table 7 – Indian Ocean Territories staff: employees by classification group and location

Location	APS 1-4	APS 5-6	EL1	EL2	HPO*	Casual	Total
IOT	87	16	4	9	1	12	129
WA	1	1					2
Total	88	17	4	9	1	12	131

* Holder of a Public Office

PEOPLE MANAGEMENT APPROACH

People Management Structure

The purpose of the people management function is to help ensure that DoTRS has a satisfied, capable and productive workforce that achieves business results. Figure 3 below outlines how we aim to achieve this purpose.

The approach outlined in Figure 3 was developed after wide consultation with clients and stakeholders including the Secretary, Deputy Secretaries, Division Heads, Branch Heads and Divisional Support Units, and takes into account better practice in the APS and internationally. A qualitative review showed that our performance was strong in the areas of employee support and human resource (HR) program delivery. Three examples of this include: consistent provision of accurate

advice in relation to employee services, quick turnaround time for processing of pay and the significant reduction of compensation premiums due to long term occupational health and safety strategy. Our increased focus on the other two areas of strategy and policy development and performance improvement yielded positive results and are described in the following paragraphs.

Strategy and Policy Development

People Management Framework

The *results through people* people management framework was developed to ensure that the work of the People and Strategy Branch was aligned with business needs. The framework describes the people management function in an outcomes/outputs framework and forms part of the toolkit for business planning processes.

Figure 8 – HR Functional Framework



The Secretary's Statement of Future Skills Requirements

The *Secretary's Statement of Future Skills Requirements* was launched in April 2001 to establish the basis for skills development in DoTRS over the next three years. The statement lists 16 skill areas categorised as work practice skills and work culture skills. The skills identified were those considered by staff and managers as core learning and development needs for DoTRS over the next three years. The statement has the Secretary's personal commitment.

A Learning and Development Program was designed on the basis of the Skills Statement. The program included the following workshops delivered by external

facilitators on skills identified in the statement:

- policy development and program delivery;
- contract management;
- financial management;
- governance accountability and legal issues;
- representation and media skills;
- performance management and exchange; and
- IT training.

IT training for staff comprises training workshops, as well as:

- *roaming IT support*, where staff from the IT training area are available on-site to assist staff in standard applications;
- the establishment of the *Very Fast Learning Centre*, that is an in-house IT training facility for staff to learn specific skills;
- online learning, available to staff at their work stations or in learning booths; and
- IT induction training for new staff.

To complement the delivery of training through workshops, an electronic learning and development system is being developed and will be piloted from July–December 2001.

Performance Improvement

Investors in People

DoTRS is committed to ensuring that its people have the right skills to do their job well and to helping them achieve future career goals. Investors in People (IiP) is a framework, with a set of indicators, enabling DoTRS to align its corporate, business and

individual goals with development activities for ongoing improvement.

Further work was undertaken in 2000–01 to ensure we continue to meet the IiP standards. New activities that help address the IiP standards include:

- release of the new corporate plan;
- improvement of the methodology used to evaluate training and development;
- increased focus on performance improvement in the people management team; and
- review of the performance management system.

People Management Information

Improving the quality of reporting on HR performance was targeted for improvement in 2000–01. Implementation of InfoHRM, an online benchmarking program run by HRM Consulting commenced. This will enable DoTRS to compare performance against both the public and private sector.

Additionally, a monthly report on demographics and performance indicators is circulated to the Executive Board, with a bimonthly report examining some of the issues raised in more depth using time-series analysis, benchmarking, case studies and better practice research. These reports have focused on accuracy and timeliness in order to assist strategic decision making and performance improvement.

Programs

The Introduction Program

The Introduction Program is held every eight weeks to assist new staff to understand the different portfolio functions.

The key aspects of the program are:

- a half-day workshop with presentations provided by the executive and senior staff on the current policy and management agenda and support facilities; and
- a folder that is given to all new recruits, containing a range of useful information such as the Corporate Plan, relevant business plan, individual performance management form, organisational chart and *Secretary's Statement of Future Skills Requirements*.

Mobility Program

The Mobility Program is an important aspect of the Department's people development philosophy. Its primary purpose is to provide staff with the opportunity to develop new skills and knowledge through placements, at level, within DoTRS.

In 2000–01 the Mobility Program has been reinforced as a development and vacancy management tool, with employees on the Mobility List considered for vacancies of more than three months before any other action to fill the vacancy is undertaken.

Staff voluntarily participate in the mobility program with the exception of those who have been identified as excess.

Vacancy Management Panel

The role of the Vacancy Management Panel is to promote the use of internal mobility. The panel scrutinises submissions for filling vacancies for periods greater than three months to ensure that the internal labour market is surveyed and seriously considered in the first instance. The panel consists of the Deputy Secretary, General Manager Business Group and a representative from the People and Strategy Branch.

Graduate Program

Twenty-two graduates completed their training program at the end of 2000 and a further 19 are participating in the 2001 program, including 3 internal candidates. All graduates participate in a comprehensive development program, structured work placements and an industry tour.

The 2000 graduate program involved graduates studying for their Graduate Certificate in Public Administration. This year the development program comprised in-house seminars and coursework that was tailored to the business of DoTRS, an elective professional development program and a workplace group project.

DoTRS attracts high-performing graduates from a wide range of disciplines. Its online information and application facilities have attracted a strong applicant response for the 2002 graduate program.

Performance Exchange Program

Performance exchanges are conducted six-monthly and are a one-to-one exchange between a manager and team member to review the past business cycle and plan for the coming six months. The end result of the process is the plan on a page.

The performance exchange and plan on a page link individual and team performance at all levels with the corporate plan and the Department's business. The plan on a page was reviewed in 2001 and the approach was expanded to include results on a page, which aims to increase the focus on performance standards.

Leadership Initiatives

Since 1998, DoTRS has focused on generic leadership programs for staff at different levels in the organisation.

New leadership initiatives were developed in 2000–01 to improve performance culture. They included:

- a *leadership profile*;
- the Leading in DoTRS Program;
- a 360-degree feedback system and a leadership diagnostic for all staff; and
- one-to-one coaching and mentoring for members of the Executive Board.

Leadership Profile

The *leadership profile* was developed in consultation with staff and managers as the basis for other leadership initiatives. The profile reflects characteristics, behaviour and values considered by staff to be important for leadership.

The Leading in DoTRS Program, 360-degree feedback and diagnostic, and one-to-one coaching and mentoring for the Executive Board are all based on the profile.

Leading in DoTRS Program

'Leadership at all levels' is identified as a core skill area in the Secretary's Statement of Future Skills Requirements. The Leading in DoTRS Program aims to make our

organisation more productive by maximising the capacity of staff at all levels to lead. It commenced in June 2001 and will operate for all staff over the next 18 months. The program provides participants with the opportunity to develop and extend their leadership capabilities in a range of areas including:

- influencing others;
- developing and understanding the impact of ethics and values on decision making; and
- developing capacity to manage the changes affecting the work environment.

The key objectives of the program are to assist staff to:

- understand major policy priorities for DoTRS and recent management initiatives;
- be more confident in dealing with change;
- understand leadership in the context of ethical behaviour and the values of the APS and DoTRS;
- extend networks and build relationships across DoTRS; and
- understand how leadership can be demonstrated at all levels.

The program will focus on the behavioural change required for every member of staff to play a stronger leadership role in the Department's work environment.

360-Degree Feedback and Leadership Diagnostic

Work commenced on designing a 360-degree feedback system and a leadership diagnostic for all staff. These tools assist staff to base their learning and development/leadership training on the basis of multi-sourced feedback.

One-to-one coaching program

A one-to-one coaching program was developed for members of the Executive Board to enhance their individual leadership capability. The coaching program will assist the Board to operate effectively as a group and as the key decision-making body for DoTRS.

Senior Women in Management

Senior Women in Management (SWIM) is an initiative specifically targeted at developing leadership potential in women at middle-management level in the APS. Two women managers at the Executive 2 level were selected to participate in SWIM this year.

CERTIFIED AND AUSTRALIAN WORKPLACE AGREEMENTS

Certified Agreement

The Department's Certified Agreement 1999–2001 (the CA) was certified by the Australian Industrial Relations Commission on 23 March 2000 and has a nominal expiry date of 31 December 2001.

The CA, covering non-SES employees, was made with the Community and Public Sector Union and the Media Entertainment and Arts Alliance of Australia under section 170LJ of the *Workplace Relations Act 1996*. As part of the consultative process, extensive negotiations with unions took place and all staff were given the opportunity to express views and provide input.

The underlying objective of this CA is to achieve a modern, high-performing organisation through cooperation, a shared vision, transparent information sharing, appropriate devolution of responsibility, and

accountability. The CA contains a package of salaries, allowances, terms and conditions aimed at making DoTRS competitive and an attractive place to work. The CA establishes a number of pay rises for employees over its life. The last 1 per cent pay rise took effect in the pay period beginning 21 June 2001, subject to DoTRS meeting productivity targets. The CA can be accessed at www.dotrs.gov/dept/cert.htm.

DoTRS is working towards having a new agreement in place by the end of 2001.

Australian Workplace Agreements

All SES employees have their salary and conditions set by an Australian Workplace Agreement (AWA). In addition, a number of non-SES employees are also covered by either comprehensive AWAs or AWAs which are read in conjunction with the CA.

Table 8 – Number of staff covered by various agreements

Classification	CA	AWA
SES	Nil	*33
Non-SES	802	25

* Figure includes permanent SES officers only.

Salaries

Table 9 – Range of base annual salaries paid to employees under the CA and AWA by classification, 30 June 2001

Classification	Minimum Salary \$	Maximum Salary \$
APS Level 1	26 395	29 364
APS Level 2 and Graduate APS	29 893	33 333
APS Level 3	33 910	38 473
APS Level 4	37 789	41 473
APS Level 5	42 188	45 486
APS Level 6 (inc. TSI)	45 741	60 114
Executive Level 1 (inc. TSI)	58 333	80 302
Executive Level 2 (inc. TSI)	67 312	*93 260
SES Band 1	89 000	99 500
SES Band 2	107 000	121 500
SES Band 3	132 000	147 000

TSI – Transport Safety Investigator

* This figure does not include the maximum salary range of \$140 000 payable to one EL2 with highly specialised skills undertaking a specific role relating directly to those skills.

Non-salary Benefits

Both the CA and AWA are characterised by a range of leave provisions and flexible working arrangements to assist employees balance work and family commitments – that is, by a mutual commitment to the personal and professional development of employees. They embody:

- flexible working hours available for all staff, subject to operational requirements;
- home-based work;
- study assistance;

Table 10 – Performance-related additional payments

Classification	Number	Aggregate Amount \$	Average Amount \$	Range \$
APS Level 6	1	2 181	2 181	2 181
Executive Level 1	1	3 000	3 000	3 000
Executive Level 2	4	28 417	7 104	874 – 9 699

- family leave (five days);
- annual close-down over the Christmas–New Year period;
- child-caring facilities (a carers room and a nursing parents room);
- paid paternity leave (one week); and
- paid maternity leave (twelve weeks).

In addition, SES employees and some non-SES employees on AWAs have access to such benefits as:

- a privately plated car;
- a free car park; and
- home-computing equipment.

PERFORMANCE PAY

The CA enables employees to progress through a series of salary points to a maximum level for each classification. Salary progression is usually payable after 12-months service at a particular salary point where an employee has continued to meet the requirements of the position, including satisfactory performance and behaviour.

Many of the non-SES AWAs contain payments in addition to base salary in recognition of the individual's particular skills, work performance and experience. These payments vary considerably in amount and frequency but are payable on condition that the employee maintains a high standard of performance.

Table 11 – Pay at risk payments

Classification	Number	Aggregate Amount \$	Average Amount \$	Range \$
SES Band 1	28	104 432	3 729	*1 977 – 4 975
SES Bands 2 & 3 (1 SES B3)	11	44 600	4 054	*2 025 – 6 075

*Figures include pro-rata amounts for employees who ceased during the year.

SES employees, through their AWA negotiations, are offered pay at risk in addition to base salary. Pay at risk is an annual bonus payment to a maximum of 5 per cent of salary, payable on assessment of the employee's performance against their agreed performance plans, the SES Leadership Framework and their contribution to corporate development over the course of the year.

OCCUPATIONAL HEALTH AND SAFETY (OH&S)

DoTRS maintains an occupational health and safety (OH&S) agreement with relevant unions in accordance with the *Occupational Health and Safety (Commonwealth Employment) Act 1991*.

Under the agreement, the Health and Safety Committee is the key consultative forum between DoTRS and unions on OH&S issues. The committee meets quarterly and in 2000–01 considered:

- statistics on the Department's performance in relation to injury prevention, incident reports, and compensation and rehabilitation;
- OH&S inspections and activities; and
- new and ongoing OH&S policies and programs.

The Health and Safety Committee determines Health and Safety Work Groups. Work Groups generally reflect the

Department's structure and appoint Health and Safety Representatives through election or direct appointment (depending on the number of nominations and available positions). Representatives are provided with appropriate training.

DoTRS has an ongoing Health Awareness Program for staff to promote good health. This involves engaging health professionals to provide individual private assessments on cardiac health for staff who nominate for testing, arranging in-house seminars on health issues and disseminating health and lifestyle information.

DoTRS also continued its strategy of prevention and rehabilitation to reduce the incidence and cost of higher-impact injuries. Key elements were:

- continuing budget commitment to promote a safe and healthy work environment;
- promoting the Employee Assistance Program to managers and staff to assist with personal and work-related problems; and
- early intervention to prevent injury.

DoTRS accepted 12 claims for compensation for staff injuries during 2000–01. No incidents required a report to Comcare under the incident reporting regulations of the *Occupational Health & Safety (Commonwealth Employment) Act 1991*.

WORKPLACE DIVERSITY

DoTRS has demonstrated its commitment to workplace diversity during 2000–01 through the continued implementation of its Workplace Diversity Program, *Encouraging WISDOM*.

The goals of the program are to:

- attract a diverse range of people to work in the organisation;
- encourage staff to develop diverse skills in order to realise their maximum potential;
- recognise and make use of the diverse skills and cultural values and backgrounds of people; and
- ensure workplace structures, systems and procedures recognise the diverse circumstances of staff and assist them to balance their work and personal lives.

Workplace diversity achievements for the year included:

- providing ongoing support for the Department's women's network and its initiatives;
- establishing a revised set of guidelines for home-based work and encouraging staff to make use of this facility;
- promoting flexible working arrangements and encouraging the use of this facility;
- establishing a new carers room;
- establishing a workplace harassment contact officer network;
- establishing a Workplace Diversity Committee with responsibility for promoting program initiatives to staff;
- providing regular articles in the staff newsletter to generate increased

awareness of APS workplace diversity issues;

- providing online and other training to relevant staff on workplace discrimination and harassment; and
- raising awareness of the values of the APS and DoTRS and encouraging the application of these values in policies and programs.

EQUAL EMPLOYMENT OPPORTUNITY INFORMATION

The data in Table 12 provides information on equal employment opportunity (EEO) groups in DoTRS by APS-equivalent classification. The information is based on ongoing employees and includes 30 inoperative staff members. The data does not include Indian Ocean Territories Staff.

At 30 June 2001, DoTRS had EEO information on 85.9 per cent of its employees. Of those who volunteered information, the percentage of people with a disability remained low. The number of Aboriginal and Torres Strait Islander people has been maintained. The proportion of people with a non-English-speaking background decreased from 15.3 per cent to 11.3 per cent. The representation of women from EL1 to SES level increased by 2.3 per cent during the year.

Table 12 – EEO groups by classification for permanent positions, including inoperative employees

Level	All employees			EEO Groups identified			Employees who have volunteered EEO information
	Men	Women	Total	NESB	ATSI	PWD	Total
APS 1/2	13	15	28	7		4	27 96%
APS3	27	36	63	11		1	56 88%
APS4	13	65	78	7	1	7	74 95%
APS5	53	39	92	6			78 85%
APS6	77	73	150	16		2	120 80%
EL1	103	77	180	16		6	172 96%
EL2	135	44	179	13	1	3	140 78%
SES	31	16	47	5			35 74%
Total	452	365	817	81 11.5%	2 0.3%	23 3.3%	702 85.9%

Key

NESB – Non-English-speaking background

ATSI – Aboriginal and Torres Strait Islander people

PWD – People with a disability

COMPETITIVE TENDERING, CONSULTANTS AND PURCHASING

COMPETITIVE TENDERING AND CONTRACTING

Market-testing Corporate Services

In November 1999 the Government decided that all its agencies must market test relevant activities and services, starting with corporate services. The main objective is to improve performance in service delivery.

As a first step in fulfilling the Government's policy, specialist skills were pooled by combining Divisional Support Units and the Corporate Division on 21 May. All Legal, Financial, Human Resources, Property and Office Services are now provided by the Business Group, and the Information Services Group is responsible for library, records management and IT management services.

An open request for tender (RFT) for legal services was issued on 29 June 2001. The RFT provides for involvement by regional legal firms. Other corporate services are scheduled for market testing later in 2001.

Remote Air Subsidy Scheme

In 2000–01 DoTRS had five contracts with air operators providing services to remote areas of Australia under the Remote Air Service Subsidy (RASS) scheme, with a total of \$1 588 089 having been paid to RASS operators (\$1.866 million was commissioned for RASS in 2000–01).

From 1 July 2000 to 31 December 2000 a total of \$706 374 was paid to Airlines of

South Australia, Chartair, Cape York Air, Air Mount Isa and Ord Air.

From 1 January 2001, new RASS operators were engaged following a competitive tender process. Hence from 1 January 2001 to 30 June 2001 a total of \$881 715 was paid to Airlines of South Australia, Chartair, Cape York Air, West Wing Aviation and Golden Eagle Airlines.

CONSULTANCY SERVICES

The selection and engagement of consultants is based on obtaining competitive public or restricted offers through open and effective competition, observing accountability requirements and achieving value for money.

During 2000–01, the Department's total expenditure on consultancy services was \$10.7 million for 158 consultancy services contracts, some of which were let in previous financial years. A list summarising all consultancy contracts let to the value of \$10 000 or more, including the consultant's name, task, contract price, selection process and reason for engagement can be found at Appendix B. All amounts have been rounded to the nearest dollar. Consultancies costing less than \$10 000 were excluded.

PURCHASING

The Department's purchasing practices and procedures are consistent with *Commonwealth Procurement Guidelines*, and are pragmatic to help achieve program objectives efficiently.

General purchasing is fully devolved to Divisions, and acquisitions and expenditure are monitored at divisional level to ensure program objectives are met. DoTRS

encourages the participation of small to medium Australian and New Zealand enterprises in its purchasing activities.

ASSET MANAGEMENT

DoTRS has developed a Strategic Asset Management Plan which is consistent with the *Australian National Audit Office's Asset Management Handbook*, and provides the fundamentals for the ongoing management of assets.

The Strategic Asset Management Plan provides a detailed analysis of planned expenditures on assets in Australia's non-self-governing Territories and in particular for the Indian Ocean Territories of Christmas Island and Cocos (Keeling) Islands. This plan is being reviewed on an annual basis.

The management of assets is devolved to Divisions, which monitor capital and recurrent maintenance expenditures to ensure they are aligned with program objectives.

The Asset Management Strategy includes new asset accounting policies approved by the Executive Board within the year. The policies included an increase in the asset recognition threshold from \$2000 to \$5000, a change taken in consultation with the Australian National Audit Office.

Territories Asset Management

The total book value of the Department's assets located in the non-self-governing Territories of Christmas Island, the Cocos (Keeling) Islands and the Jervis Bay Territory is around \$190 million. Of these assets, \$160 million are located in the Indian Ocean Territories of Christmas Island and Cocos (Keeling) Islands. There are also

administered assets on Norfolk Island with a value of \$15 million.

The Territories and Regional Support Division finalised a five-year strategic asset management plan as part of the overall departmental asset management planning process. The plan applies strategic asset management planning principles to all Territories' assets. The planning process for the Indian Ocean Territories was based around the recommendations of the Commonwealth Grants Commission.

Almost \$22.5 million was spent on capital works in the Territories. This expenditure included around \$14 million on Christmas Island, around \$8 million on Cocos (Keeling) Islands and \$0.5 million on Norfolk Island. This was in line with the 1999 Commonwealth Grant's Commission Report on the level of expenditure required to provide the Indian Ocean Territories with infrastructure that is aligned with that in comparable communities on the mainland.

Christmas Island

Some of the major projects that have been completed on Christmas Island include the 44 single persons units at Poon Saan, Smith Point Road reconstruction, Police Station upgrade and demolition of four blocks of units in the Kampong as part of the Rockfall Risk Reduction Strategy. Work is under way on the wharf upgrade, the continuation of the rockfall barrier fencing at Flying Fish Cove and the final stage of public housing units in the Kampong and Taman Sweetland is nearing completion.

Cocos (Keeling) Islands

Major projects which have commenced on the Cocos (Keeling) Islands include the Waste Water and Sewage Treatment Plants for Home and West Islands and the continuation of the sea wall on West Island to protect the foreshore and residential buildings.

During August 2000, Cocos (Keeling) Islands experienced a major fire in the power station on Home Island. The fire completely destroyed the building and the power generator sets. Since that time power has been provided to the Home Island community by two hired 375-kW stand-by generator sets.

The temporary power supply has adequate capacity to meet the current Home Island demand; however, there is little capacity to meet any increased demand. DoTRS, in consultation with all stakeholders, is currently looking at options to replace the burnt-out power station on a permanent basis.

Environmental and feasibility studies have been completed on the Rumah Baru freight and passenger facility on Cocos (Keeling) Islands. This project will provide a safe, efficient and all-weather port and offloading

facility to the community. The project was referred to the Parliamentary Standing Committee on Public Works by motion in Parliament on 5 April 2001. A public hearing on the Islands was held by the Committee in early July 2001.

Jervis Bay Territory

In the Jervis Bay Territory an upgrade of the sewage treatment plant was completed. The plant now meets occupational health and safety standards. Major maintenance was carried out on the water supply reservoirs. Modifications were also carried out to the water treatment control system to prevent partially treated water from entering the system in the event of a fault occurring.

Norfolk Island

DoTRS provided \$469 000 in 2000–01 for ongoing restoration of items of heritage significance in the Kingston and Arthur's Vale Historic Area. The KAVHA Management Board, of which DoTRS is a member, oversees this restoration. We also provided \$70 000 for an ongoing program of restoration for Norfolk Island Government House, the residence of the Administrator.

Part five



Financial performance

5

FINANCIAL DISCUSSION

SUMMARY RESOURCE TABLES

FINANCIAL STATEMENTS

FINANCIAL DISCUSSION

An overview of the Department's financial performance for the 2000–01 financial year is provided below. The Department's financial statements begin at page 207 and the resource summary of the Department's price of outputs and administered programs is provided at page 203.

Operating result

Departmental

Reduced operating surplus – down \$9.8 million from 1999–2000 and from budget – due to increased expenses.

DoTRS incurred an operating surplus for 2000–01 of \$14.7 million before allowing for the \$27.3 million capital use charge (CUC) for assets employed. This outcome was \$9.8 million less than the budget figure before CUC of \$24.5 million.

Table 13 – Summary of the 2000–01 result in comparison with the 1999–2000 result and the 2000–01 budget

	Result \$'000	Variation 1999-2000 (%)	Budget \$'000	Variation on Budget (%)
Appropriation for Outputs	190 697	2	190 482	0
Other Revenues	20 583	40	10 773	91
Total Revenue	211 280	5	201 255	5
Employee Expenses	68 775	6	67 269	2
Supplier Expenses	86 221	6	93 677	-8
Other Expenses	41 602	35	15 801	163
Total Expenses	196 598	11	176 747	11
Operating Result	14 682	-40	24 508	-40

Revenue increased by 5 per cent from 1999–2000 due to...

Total operating revenue of \$211.3 million, up \$9.3 million from 1999–2000 and \$10 million from budget, consists of Government Appropriations of \$190.7 million and own source revenue, comprising sales of goods and services and interest, of \$20.6 million. Each of these revenue items increased over the previous financial year:

- Appropriation revenue increased by \$3.5 million from 1999–2000 due to:

...new measures,
...supplementation for
Comcover and

...interest, insurance recovery
and proceeds from the disposal
of assets.

Total Expenses increased by
11 per cent from 1999–2000
and budget due to the write-
down of assets.

Administered

DoTRS administers programs on behalf of its Ministers with a budget of \$2781.9 million in 2000–01.

Operating revenue increased by
\$86.2 million due to increased
appropriation.

- new funding for the Regional Solutions Program (\$2.4 million); and
- supplementation for Comcover payments in relation to insurable risks in the Australian Territories (\$1.4 million).
- Other revenue increased by \$5.8 million from 1999–2000 and \$9.8 million from budget due largely to interest earned by DoTRS (\$3.5 million), an insurance recovery for the Cocos (Keeling) Islands' power station fire (\$2.5 million); and proceeds from the disposal of assets (\$3.6 million).

Total operating expenses of \$196.4 million increased by 11 per cent from 1999–2000 and from budget as a result of the write-down of assets (\$16.1 million). The main items comprising total operating expenses are employee expenses (\$68.8 million, up 2 per cent from budget) and payments to suppliers (\$86.2 million, down 8 per cent from budget).

Table 14 – Summary of budget and actual expenses by appropriation

Administered Appropriations	2000-01	2000-01
	Budget	Actual
	\$'000	Expenses \$'000
Appropriation Acts 1 & 3	303 670	530 047
Appropriation Acts 2 & 4	60 378	44 838
Special Appropriations	2 249 255	2 276 792
Special Accounts	168 587	235 041
Total Administered Expenses	2 781 890	3 086 718

Total operating revenue for 2000–01 was \$2898.7 million, an increase of \$86.2 million from budget. This is largely due to increased appropriation revenue, up \$76.3 million to \$2657.6 million, for the introduction of new measures (funding for new measures totalled \$167.1 million, of which \$150 million related to the Roads to Recovery program). The increased appropriation for new measures was partially offset by the rephasing of funding for programs from 2000–01 to 2001–02 and later years.

Operating expenses increased due to the write-down of assets.

Total operating expenses of \$3086.7 million represented a \$304.8 million increase against budget, due to a \$542.9 million write-down of assets for the Australian National Railway Commission (\$325 million), Federation Fund Projects (\$164.8 million) and the Rural Transactions Centres Program (\$52.6 million), and the introduction of new measures. This was offset by a reduction due to changes in timing of implementation and completion of programs in 2000–01 for which funds were rephased to 2001–02 and later years (\$254.4 million).

Balance Sheet

Departmental

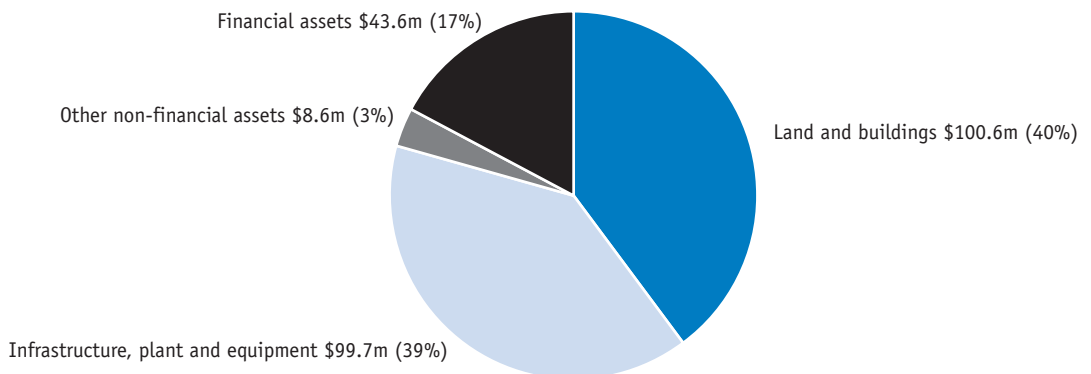
Net equity position decreased due to an increase in liabilities.

The Department's net equity position reduced to \$214.5 million, representing a decrease of \$4.6 million from 1999–2000. The reduction was as a result of an increase in liabilities.

Total assets decreased marginally by \$1.0 million.

Total assets remained virtually unchanged at \$252.5 million, a \$0.2 million reduction from 1999–2000. Land and buildings increased by \$5.6 million and infrastructure, plant and equipment decreased by \$6.8 million.

Figure 9 – Departmental assets as at 30 June 2001



5

Primary liability, employee entitlements, decreased to \$22.8 million.

Total liabilities increased by \$3.6 million from 1999–2000 to \$38.0 million. The Department’s primary liability continues to be employee provisions, as a result of accruing leave entitlements for staff. This liability decreased by \$0.8 million to \$22.8 million. The increase in liabilities is primarily due to increases in accrued supplier expenses (\$4.3 million).

Administered

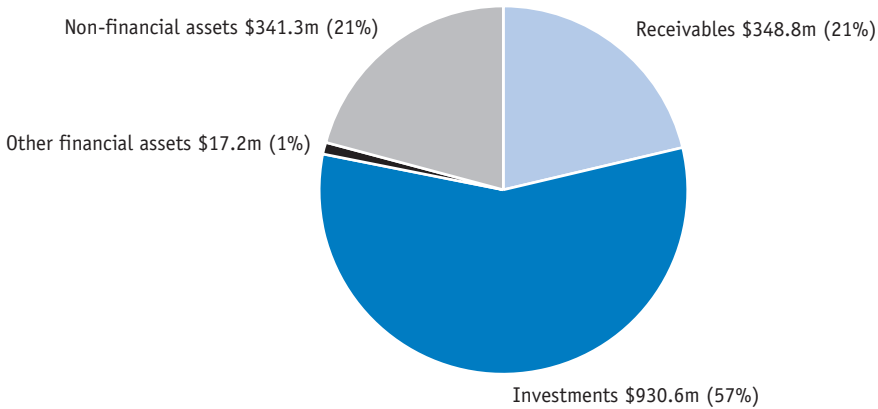
Total assets decreased by \$197.6 million due to a decrease in investments.

Total administered assets decreased by \$197.6 million from budget to \$1637.9 million, mostly due to a \$326.6 million write-down of investments for the Australian National Railway Commission and a \$85.2 million reduction in receivables due to a change in the accounting treatment for Special Accounts. These reductions were partially offset by a \$207.8 million increase in other assets, primarily prepayments.

Total liabilities increased by \$28.5 million due to an increase in grants and other payables.

Total administered liabilities were \$157 million, representing an increase of \$28.5 million against budget due to an increase in grants and other payables by administered programs.

Figure 10 – Administered assets as at 30 June 2001



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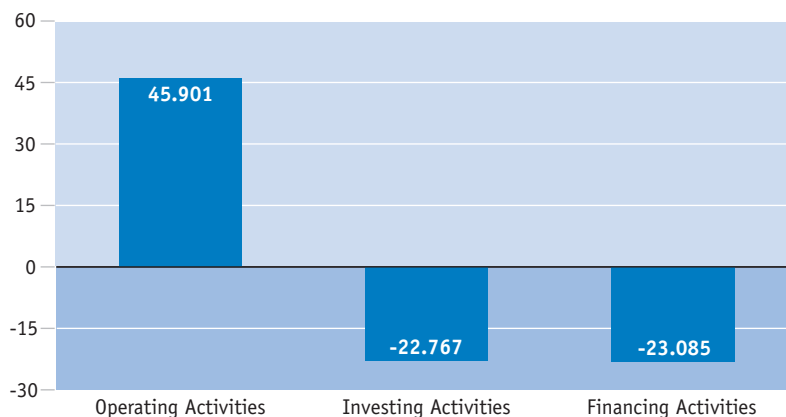
Cash flow statement

Departmental

Cash held increased marginally to \$36.8 million.

DoTRS marginally increased its cash balance to \$36.8 million during the year. This cash will be required to fund ongoing operating activities across DoTRS and the purchase of property, plant and equipment to maintain the delivery of services to the Indian Ocean Territories.

Figure 11 – Departmental net cash flows

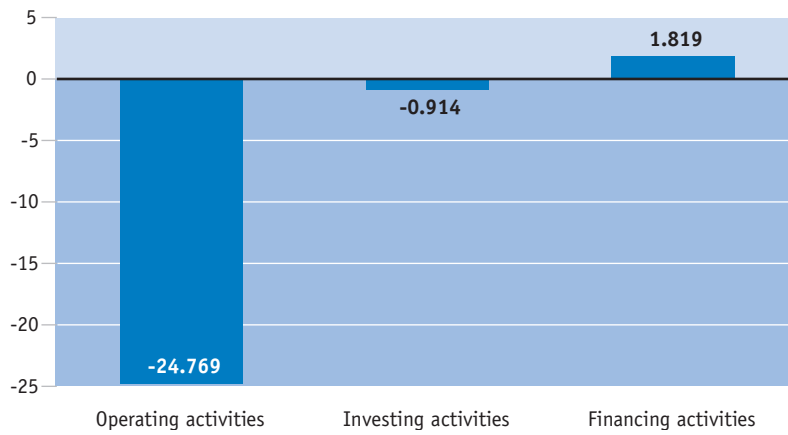


Administered

Cash held decreased by \$23.9 million to \$0.5 million.

The administered cash balance decreased by \$23.9 million to \$0.5 million, \$0.1 million greater than budget, attributable to net cash outflows from operating activities of \$24.8 million. Administered cash is held at year-end to acquit closing creditors due and payable early in the new financial year.

Figure 12 – Administered net cash flows



SUMMARY RESOURCE TABLES

Table 15 – Summary of operating expenses and capital resources

	2000–01 Budget ^(a)	2000–01 Actual Result
	\$'000	\$'000
Operating Expenses		
Price of outputs	204 354	223 91
Administered programs	2 781 890	3 086 718
Capital Resources		
Departmental capital	4 829	4 829
Administered capital	3 811	614
Total	2 994 884	3 316 052

Table 16 – Operating expenses – price of outputs

		2000–01 Budget (a) Result	2000–01 Actual
		\$'000	\$'000
Output Group 1	Policy advice and ministerial services	56 407	60 126
1.1	Policy advice and ministerial services	56 407	60 126
Output Group 2	Regulatory, investigative and safety services	26 435	27 824
2.1	Approvals and monitoring of directions, rules and regulations	16 856	17 315
2.2	Safety and security investigations	9 579	10 509
Output Group 3	Services to communities	104 913	117 236
3.1	Provision of State and local government level services to Christmas and the Cocos (Keeling) Islands	81 472	91 597
3.2	Provision of State and local government level services to the Jervis Bay Territory and other services to the self-governing Territories	4 033	4 159
3.3	Services to regional communities, including administration of programs and grants for communities	19 408	21 480
Output Group 4	Services to industry	16 143	18 255
4.1	Trade facilitation	1 674	1 857
4.2	Safety and security education and information	7 611	8 151
4.3	Economic research and data	4 647	5 683
4.4	Administration of programs and grants for industry	2 211	2 564
Output Group 5	Revenue administration	456	450
5.1	Collections of taxes and levies on behalf of the Commonwealth	456	450
Price of Outputs		204 354	223 891

Table 17 – Operating expenses – Administered Programs

	2000–01 Budget (a)	2000–01 Actual Result
	\$'000	\$'000
Administered Program Group 1: Services to communities administered on behalf of the Commonwealth		
1.1 Services to communities		
Implementation of Noise Amelioration for Adelaide Airport	10 270	1 851
Implementation of Noise Amelioration for Sydney Airport	69 331	37 202
Subsidy for transition to location-specific pricing for airport control towers	7 000	7 000
Remote Air Services Subsidy Scheme	2 556	1 484
Sydney West Airports – Land Acquisition and Works	500	165
Restructuring of Australian National Railway Commission (AN)	13 000	2 510
Oil Pollution Compensation Fund	5 900	13 909
2002 – Year of the Outback	0	0
Rural Communities Program	4 214	4 167
Rural Plan	4 762	4 809
Understanding Rural Australia	800	476
Rural Domestic Violence	62	42
Regional and Rural Development Grant	320	115
Regional and Rural Research Information and Data	77	13
Rural Transactions Centres	23 943	6 303
Foundation for Rural and Regional Renewal	980	37
Regional Solutions	12 600	2 591
Special Structural Adjustment Package for the South West Forests Region of Western Australia	5 000	0
Compensation payment to SACL for the sale of Sydney Airport land	2 000	0
Flood Recovery Fund	0	953
Flood Assistance Package – Small Business Grants	0	3 353
Newcastle Structural Adjustment Fund	0	735
Act of Grace Payment	0	100
Total	163 315	87 815
1.2 Grants to States, Territories and local government		
Road Safety Black Spot Program	39 566	39 194
Local Government Incentive Program	4 490	760
Local Government Development Program	205	625
Local Government Financial Assistance Grants	1 320 767	1 328 013
Payment to ACT – assistance for water and sewerage services	8 271	8 271
Payment to ACT – compensation for the effects of national capital influence on the costs of providing municipal services	20 572	20 572
Regional Flood Mitigation Program	9 854	6 874
Total	1 403 725	1 404 309
Total Administered Program Group 1	1 567 040	1 492 124

	2000-01 Budget (a)	2000-01 Actual Result
	\$'000	\$'000
Administered Program Group 2: Services to industry administered on behalf of the Commonwealth		
2.1 Services for industry and economic development		
International Civil Aviation Organisation – contribution	1 418	1 508
OECD Road Transport – contribution	42	32
International Maritime Organisation – contribution	300	237
National Road Transport Commission	1 240	1 239
Upgrade of the Mainline Interstate Railway Track	83 889	46 099
Payments to MIFCO	452	475
Tasmanian Freight Equalisation Scheme	65 000	68 811
Bass Strait Passenger Vehicle Equalisation Scheme	16 543	15 070
Supermarket to Asia	1 067	900
Airport Lessees – Reimbursement of Parking Fines	0	0
Upgrade of Canberra Airport to international wide-bodied jet standard	0	3 175
Total	169 951	137 546
2.2 Grants to States, Territories and local government		
National Highway and Roads of National Importance	855 470	834 925
Interstate Road Transport Fees	27 100	26 615
Tasmanian Rail Track Upgrading	1 000	1 000
Alice Springs to Darwin Rail Link	10 000	0
Federation Fund Projects	144 644	11 264
Upgrade of Rockhampton Airport Runway	6 000	6 000
Roads to Recovery Program	0	33 661
Roads to Recovery Program – Indian Ocean Territories and unincorporated areas	0	0
Total	1 044 214	913 465
Total Administered Program Group 2	1 214 165	1 051 011
Expenses not allocated to programs		
Depreciation	685	723
Net write-down of assets	0	542 860
Total Administered Operating Expenses	2 781 890	3 086 718

Table 18 – Capital resources

	2000-01 Budget (a)	2000-01 Actual Result
	\$'000	\$'000
Departmental Capital Injections		
Capital works	4 151	4 151
Appropriation of previous year's carryover	678	678
Total	4 829	4 829
Administered Capital Injections		
1. Administered capital injections		
Loan to Norfolk Island Government – Cascade Cliff Safety Project	730	359
Sydney West Airports – Land Acquisition and Works	2 799	0
2. Administered Items expensed but unspent in 1998-99		
Local Government Development Program	127	110
Rail Reform	155	145
Total	3 811	614

Notes:

(a) The revision to the 2000-01 Budget reflects accrual estimates as opposed to cash estimates which were reported in the *Portfolio Additional Estimates Statements 2000-01*.



INDEPENDENT AUDIT REPORT

To the Minister for Transport and Regional Services

Scope

I have audited the financial statements of Department of Transport and Regional Services for the year ended 30 June 2001. The financial statements comprise:

- Statement by the Chief Executive;
- statements of Financial Performance, Financial Position and Cashflows;
- schedules of Contingencies and Commitments;
- schedules of administered Revenues and Expenses, Assets and Liabilities, Cashflows, Contingencies and Commitments; and
- Notes to and forming part of the Financial Statements.

The Department's Chief Executive is responsible for the preparation and presentation of the financial statements and the information they contain. I have conducted an independent audit of the financial statements in order to express an opinion on them to you.

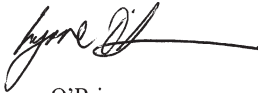
The audit has been conducted in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards, to provide reasonable assurance as to whether the financial statements are free of material misstatement. Audit procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards, other mandatory professional reporting requirements and statutory requirements in Australia so as to present a view of the Department which is consistent with my understanding of its financial position, its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion,

- (i) the financial statements have been prepared in accordance with Schedule 1 of the Financial Management and Accountability (Financial Statements 2000-2001) Orders;
- (ii) the financial statements give a true and fair view in accordance with applicable Accounting Standards, other mandatory professional reporting requirements and Schedule 1 of the Financial Management and Accountability (Financial Statements 2000-2001) Orders, of:
 - the financial position of the Department of Transport and Regional Services as at 30 June 2001 and the results of its operations and its cash flows for the year then ended; and
 - the Commonwealth assets and liabilities as at 30 June 2001 and the revenue, expenses and cash flows of the Commonwealth for the year then ended, which have been administered by the Department.



Lynne O'Brien
Executive Director

Delegate of the Auditor-General
Canberra
22 August 2001

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
Statement by the Chief Executive

In my opinion, the attached financial statements give a true and fair view of the matters required by Schedule 1 of the Financial Management and Accountability (Financial Statements 2000-2001) Orders made under section 63 of the *Financial Management and Accountability Act 1997*.



Ken Matthews
Chief Executive

21 August 2001

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
AGENCY STATEMENT OF FINANCIAL PERFORMANCE

for the period ended 30 June 2001

Budget			Actual	Actual
2000–2001			2000–2001	1999–2000
\$'000		Notes	\$'000	\$'000
Revenues from ordinary activities				
190 482	Revenues from government	4A, 15	190 697	187 205
10 773	Sales of goods and services	4B	7 244	7 963
0	Interest		3 485	2 068
	Proceeds from disposals of assets	4C	3 636	2 944
	Other	4D	6 218	1 772
201 255	Total revenues from ordinary activities		211 280	201 952
Expenses from ordinary activities				
67 269	Employees	5A	68 775	64 856
93 677	Suppliers	5B	86 221	81 712
14 681	Depreciation and amortisation	5C	11 953	12 644
1,120	Net write down of assets	5D	16 299	3 707
	Disposals of assets	4C	2 463	6 308
	Other	5E	10 733	8 192
176 747	Total expenses from ordinary activities		196 444	177 419
	Borrowing costs expense	6	154	30
24 508	Net Operating surplus (deficit) from ordinary activities		14 682	24 503
24 508	Net surplus (deficit)		14 682	24 503
Equity Interests				
24 508	Net surplus/(deficit) attributable to the Commonwealth	13,14	14 682	24 503
-	Transitional adjustments affected 1 July	7	-	(8 300)
	Net credit (debit) to asset revaluation reserve		2 328	(7 412)
	Total revenues, expenses and valuation adjustments recognised directly in equity		2 328	(15 712)
Total changes in equity other than those resulting from				
24 508	transactions with owners as owners		17 010	8 791

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

5

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
AGENCY STATEMENT OF FINANCIAL POSITION

for the period ended 30 June 2001

Budget 2000–2001 \$'000		Notes	Actual 2000–2001 \$'000	Actual 1999–2000 \$'000
	Assets			
	Financial assets			
1 232	Cash		3 781	5 232
2 261	Receivables	8A	3 866	1 549
18 376	Investments	8B	33 000	31 500
766	Accrued Revenue		2 980	766
22 635	Total financial assets		43 627	39 047
	Non-financial assets			
96 970	Land and buildings	9A,D	100 590	94 968
123 485	Infrastructure, plant and equipment	9B,D	99 701	106 504
3 416	Intangibles	9C,D	4 109	3 418
2 450	Inventories	9E	2 063	2 450
5 131	Other	9F	2 414	6 331
231 452	Total non-financial assets		208 877	213 671
254 087	Total assets		252 504	252 718
	Liabilities			
	Interest Bearing Liabilities			
1 580	Other	10	2 580	433
1 580	Total debt		2 580	433
	Provisions			
	Capital use charge		-	621
24 641	Employees	11	22 787	23 612
24 641	Total provisions		22 787	25 099
	Payables			
6 240	Suppliers	12A	11 746	7 478
738	Other	12B	896	1 416
6 978	Total payables		12 642	8 894
33 199	Total liabilities		38 009	33 560
	Equity			
176 704	Accumulated results	13	167 983	179 803
34 225	Capital	13	34 225	29 396
9 959	Reserves	13	12 287	9 959
220 888	Total equity	13	214 495	219 158
254 087	Total liabilities and equity		252 504	252 718
	<i>Agency liabilities and assets can be classified as follows:</i>			
	Current liabilities		35 683	33 870
	Non-current liabilities		2 326	556
	Total Liabilities		38 009	34 426
30 216	Current assets		48 104	47 828
223 871	Non-current assets		204 400	204 890
254 087	Total Assets		252 504	252 718

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

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
STATEMENT OF CASHFLOWS

for the period ended 30 June 2001

Budget		Actual	Actual
2000–2001		2000–2001	1999–2000
\$'000	Notes	\$'000	\$'000
OPERATING ACTIVITIES			
Cash received			
190,482	Appropriations for outputs	190 482	185 510
10 761	Sales of goods and services	6 578	8 032
	Interest received	3 880	1 653
4,377	Other	6 530	1 772
205 620	Total cash received	207 470	196 967
Cash used			
66 240	Employees	69 602	62 355
94 054	Suppliers	77 343	74 850
5 389	Other	13 417	6 742
	GST	1 207	-
165 683	Total cash used	161 569	143 947
39 937	Net cash from/(used by) operating activities	45 901	53 020
INVESTING ACTIVITIES			
Cash received			
	Proceeds from sales of property, plant and equipment	1 660	2 768
13 124	Other	-	-
13 124	Total cash received	1 660	2 768
Cash used			
33 662	Purchase of property, plant and equipment	24 427	22 666
	Purchase of investments	-	-
33 662	Total cash used	24 427	22 666
(20 538)	Net cash from/(used by) investing activities	(22 767)	(19 898)
FINANCING ACTIVITIES			
Cash received			
	Capital injection appropriation	4 829	29 396
4 829	Total cash received	4 829	29 396
Cash used			
28 228	Capital use dividend paid	27 914	26 464
	Repayment of debt	-	-
28 228	Total cash used	27 914	26 464
(23 399)	Net cash from/(used by) financing activities	(23 085)	2 932
(4 000)	Net increase/(decrease) in cash held	49	36 054
5 232	Cash at the beginning of reporting period	36 732	770
	Transitional adjustments	-	(92)
1 232	Cash at the end of reporting period	36 781	36 732
<i>Consisting of:</i>			
	Cash at Call	3 781	5 232
	Term Deposits	33 000	31 500
		36 781	36 732

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

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
SCHEDULE OF AGENCY COMMITMENTS

for the period ended 30 June 2001

	2000–2001 \$'000	1999–2000 \$'000
BY TYPE		
CAPITAL COMMITMENTS		
Land and buildings	-	4 669
Infrastructure, plant and equipment	-	369
Other capital commitments ¹	376	-
Total capital commitments	376	5 038
OTHER COMMITMENTS		
Operating leases ²	60 858	48 548
Project commitments ³	798	16
Other commitments ⁴	43 215	46 372
Total other commitments	104 871	94 936
COMMITMENTS RECEIVABLE⁵	8 429	313
	96 818	99 661
BY MATURITY		
All net commitments		
One year or less	32 184	40 457
From one to two years	14 873	13 589
From two to five years	24 762	32 399
Over five years	24 999	13 216
Net commitments	96 818	99 661
Operating Lease Commitments		
One year or less	8 259	7 882
From one to two years	6 678	7 331
From two to five years	18 473	20 119
Over five years	27 448	13 216
Net commitments	60 858	48 548

Notes

- ¹ Other capital commitments were in respect of the upgrading of the Department's existing financial management information system.
- ² Operating leases are effectively non-cancellable and comprise leases for office accommodation, agreements for the provision of motor vehicles to senior executive officers and leases of computer equipment.
- ³ Project commitments include costs related to IT system developments.
- ⁴ Other commitments relates to the provision of goods and services to the Department.
- ⁵ Commitments receivables include GST recoveries in relation to the commitments payable.

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

Nature of lease

Leases for office accommodation

General description of leasing arrangement

- * The Department has entered into 18 operating leases for office accommodation purposes.
- * Most Departmental leases contain a clause permitting market indexation, subject to agreement by both parties. In general the rent reviews take place at least once every two years.

Agreement for the provision of motor vehicles to senior executive officers

- * DASFleet is the provider of vehicles for senior executive officers of the Department. The existing contract spans from 1 September 1997 to 30 August 2002.
- * Leases are for a minimum period of three months and may be extended for up to three months from the originally specified expiry date.
- * There are no existing contingent rental agreements between the Department and DASFleet.
- * There are no renewal or purchase options available on the Agreement.

Lease of Computer Equipment

- * The Department has entered into an operating lease with Advantra Pty Ltd for the supply of computer equipment, software and other communication support services.
- * The initial contract is for a period of five years plus a further two years at the Group's discretion on the same terms and conditions then in effect.
- * The Department may vary its operating requirements; smaller items on a daily basis, larger items require up to three months notification.

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES**SCHEDULE OF UNQUANTIFIABLE AGENCY COMMITMENT***for the period ended 30 June 2001*

The following departmental commitment is not disclosed in monetary terms as the contracted cost is expected to vary each year and can only be determined at that point of time.

The operating lease with Advantra Pty Ltd for IT and other Communication support services is dependent on a number of variables. An estimated fee of \$18m is calculated for the remaining period of the contract which will expire on the 14 April 2004.

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
SCHEDULE OF AGENCY CONTINGENCIES

for the period ended 30 June 2001

	Agency	
	2001–2000	1999–2000
	\$'000	\$'000
CONTINGENT LOSSES		
Claims for damages/costs ¹	1 630	6 160
Other	-	361
Total Contingent Losses	1 630	6 521
CONTINGENT GAINS		
Claims for damages/costs	-	481
Net Contingencies	1 630	6 040

Details

¹ This amount represents an estimate of the Department's liability based on precedent cases. The Department is defending the claims.

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
SCHEDULE OF ADMINISTERED REVENUES AND EXPENSES

for the period ended 30 June 2001

Budget			Actual	Actual
2000–2001		Notes	2000–2001	1999–2000
\$'000			\$'000	\$'000
Revenues from ordinary activities				
Taxation				
156 376	Levies, fees and fines	22	169 915	147 767
156 376	Total taxation		169 915	147 767
Non-taxation				
2 581 294	Revenue from government	23A	2 657 593	2 578 916
12 680	Interest	23C	12 676	13 081
33 089	Dividends	23D	45 850	15 221
	Sales of goods and services	23B	7 238	7 373
29 088	Other	23E	5 437	7 464
2 656 151	Total non-taxation		2 728 794	2 622 055
2 812 527	Total revenues from ordinary activities		2 898 709	2 769 822
Expenses from ordinary activities				
84 099	Subsidies	25A	85 365	147 134
2 608 153	Grants	25B	2 398 074	2 290 455
685	Depreciation and amortisation	24A	723	632
	Net write down of assets	24B	542 860	390
	Net losses from sale of assets	24C	-	51
80 601	Suppliers	25C	41 959	68 706
8 352	Other	25D	17 737	12 202
2 781 890	Total expenses from ordinary activities		3 086 718	2 519 570
(281 035)	Transfers to Official Public Account	32	(283 316)	(204 932)
-	Net credit (debit) to asset revaluation reserve	30	(1 999)	-
(250 398)	Net increase/(decrease) in administered net assets other than those resulting from transactions with owners as owners		(473 324)	45 320

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

Darker shading indicates administered items

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
SCHEDULE OF ADMINISTERED ASSETS AND LIABILITIES

for the period ended 30 June 2001

Budget 2000–2001 \$'000		Notes	Actual 2000–2001 \$'000	Actual 1999–2000 \$'000
	Assets	37		
	Financial assets			
403	Cash	26A	529	24 458
434 039	Receivables	26B	348 808	641 154
1 257 255	Investments	26C	930 624	1 301 155
7 384	Accrued revenues	26D	16 716	7 384
1 699 081	Total financial assets		1 296 677	1 974 151
	Non-financial assets			
71 127	Land and Buildings	27A,E	69 794	68 624
3	Infrastructure, plant and equipment	27B,E	1	4
6 623	Intangibles	27C,E	4 958	7 011
58 730	Other	27D	266 505	90 737
136 483	Total non-financial assets		341 258	166 376
1 835 564	Total assets		1 637 935	2 140 527
	Liabilities			
	Payables			
128 549	Subsidies		129 966	158 146
0	Grants	28B	8 692	21 653
0	Other	28A	18 358	6 844
128 549	Total payables		157 016	186 643
128 549	Total liabilities		157 016	186 643
	Equity			
14 098	Capital	30	10 928	10 569
425 855	Accumulated results	30	545 459	676 253
1 267 062	Reserves	30	924 532	1 267 062
1 707 015	Total equity	30	1 480 919	1 953 884
1 835 564	Total liabilities and equity		1 637 935	2 140 527
	<i>Liabilities and assets can be classified as follows:</i>			
	Current liabilities		57 050	51 448
	Non-current liabilities		99 966	135 195
	Total Liabilities		157 016	186 643
	Current assets		204 863	190 814
	Non-current assets		1 433 072	1 949 713
	Total Assets		1 637 935	2 140 527

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

Darker shading indicates administered items

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
ADMINISTERED CASH FLOWS

for the period ended 30 June 2001

Budget		Actual	Actual
2000–2001		2000–2001	1999–2000
\$'000	Notes	\$'000	\$'000
OPERATING ACTIVITIES			
Cash received			
TAXATION			
156 376	Levies, fees and fines	112 956	94 472
156 376	Total taxation	112 956	94 472
NON-TAXATION			
-	Sales of goods and services	7 792	7 780
45 769	Interest	13 131	12 726
-	Dividends	45 850	15 221
2 783 40	Cash from Official Public Account	2 727 597	2 472 021
46 571	Other	4 285	24 780
2 875 740	Total non-taxation	2 798 655	2 532 528
3 032 116	Total cash received	2 911 611	2 627 000
Cash used			
113 696	Subsidies	113 545	103 608
2 597 799	Grants	2 585 694	2 276 737
-	Suppliers	33 284	-
236 765	Cash to Official Public Account	184 623	154 292
20 129	Goods and Services Tax paid	1 497	-
95 797	Other	17 737	81 715
3 064 186	Total cash used	2 936 380	2 616 352
(32 070)	Net cash from/(used by) operating activities	(24 769)	10 648
INVESTING ACTIVITIES			
Cash received			
43 900	Equity repayments	40 552	1 950
5 903	Repayment of loans	5 936	4 935
2 200	Proceeds from sales of land, PP&E and intangibles	-	-
52 003	Total cash received	46 488	6 885
Cash used			
2 799	Purchase of property, plant and equipment	685	-
730	Advances made	359	3 461
44 270	Cash to Official Public Account	46 358	-
47 799	Total cash used	47 402	3 461
4 204	Net cash from/(used by) investing activities	(914)	3 424
FINANCING ACTIVITIES			
Cash received			
3 811	Cash from Official Public Account	359	10 274
-	GST Appropriations	8 503	-
3 811	Total cash received	8 862	10 274
Cash used			
-	Return of GST Appropriations to OPA	7 043	-
-	Total cash used	7 043	-
3 811	Net cash from/(used by) financing activities	1 819	10 274
(24 055)	Net increase/(decrease) in cash held	(23 864)	24 346
24 458	Cash at the beginning of reporting period	24 458	636
	Write off	(65)	-
	Transitional adjustment	-	(524)
403	Cash at the end of reporting period	529	24 458

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

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
SCHEDULE OF COMMITMENTS

for the period ended 30 June 2001

	Administered	
	2001–2001	1999–2000
	\$'000	\$'000
BY TYPE		
CAPITAL COMMITMENTS		
Land and buildings	-	3 729
Infrastructure, plant and equipment	-	-
Other capital commitments	-	-
Total capital commitments	-	3 729
OTHER COMMITMENTS		
Operating leases	-	-
Project commitments ¹	3 556 900	2 865 207
Other commitments ²	165	32 975
Total other commitments	3 557 065	2 898 182
COMMITMENTS RECEIVABLE	2 462	-
Net commitments	3 554 603	2 901 911
BY MATURITY		
All net commitments		
One year or less	1 138 830	724 524
From one to two years	756 594	776 832
From two to five years	1 652 929	1 400 555
Over five years	6 250	-
Net commitments	3 554 603	2 901 911

Details

¹ Project commitments are comprised of grants to/through State, Territory and/or Local Governments under the National Highway and Roads of National Importance programs.

² Other commitments relate to the provision of goods and services.

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

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
SCHEDULE OF CONTINGENCIES

for the period ended 30 June 2001

	Administered	
	2001–2000	1999–2000
	\$'000	\$'000
CONTINGENT LOSSES		
Claims for damages/costs ¹	2 799	1 729
Total Contingent Losses	2 799	1 729
CONTINGENT GAINS		
Claims for damages/costs	-	-
Net Contingencies	2 799	1 729
Remote contingencies are disclosed in Note 33		

Details

¹ This amount includes compensation claims relating to a number of properties acquired under the *Land Acquisitions Act 1989* for the proposed second Sydney Airport at Badgerys Creek

DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES
SCHEDULE OF UNQUANTIFIABLE CONTINGENCIES

for the period ended 30 June 2001

Administered

Australian Capital Territory (ACT) funding agreements

As at 30 June 2001 the Commonwealth is party to ongoing funding agreements with the Australian Capital Territory (assistance for water and sewerage, and compensation for national capital influences).

The future liabilities of these agreements cannot be reliably measured.

Federal Airports Corporation (FAC) transfer of liabilities to the Commonwealth

On 24 September 1998 the Commonwealth assumed responsibility for all remaining assets, liabilities and contracts of the Federal Airports Corporation on the wind-up of the Corporation. All of the known liabilities have been settled, however there is a risk that undisclosed liabilities remain.

The Commonwealth assumed responsibility on 1 July 1998 for a contingent liability of the Corporation which relates to debtors of the Federal Airports Corporation who are challenging the validity of network charges made under the *Federal Airports Corporation Act 1986*. If the network charging approach is found to be invalid, this raises the prospect of further claims from other airport users who have previously paid network-based charges to the Corporation. There is no basis for quantifying potential claims.

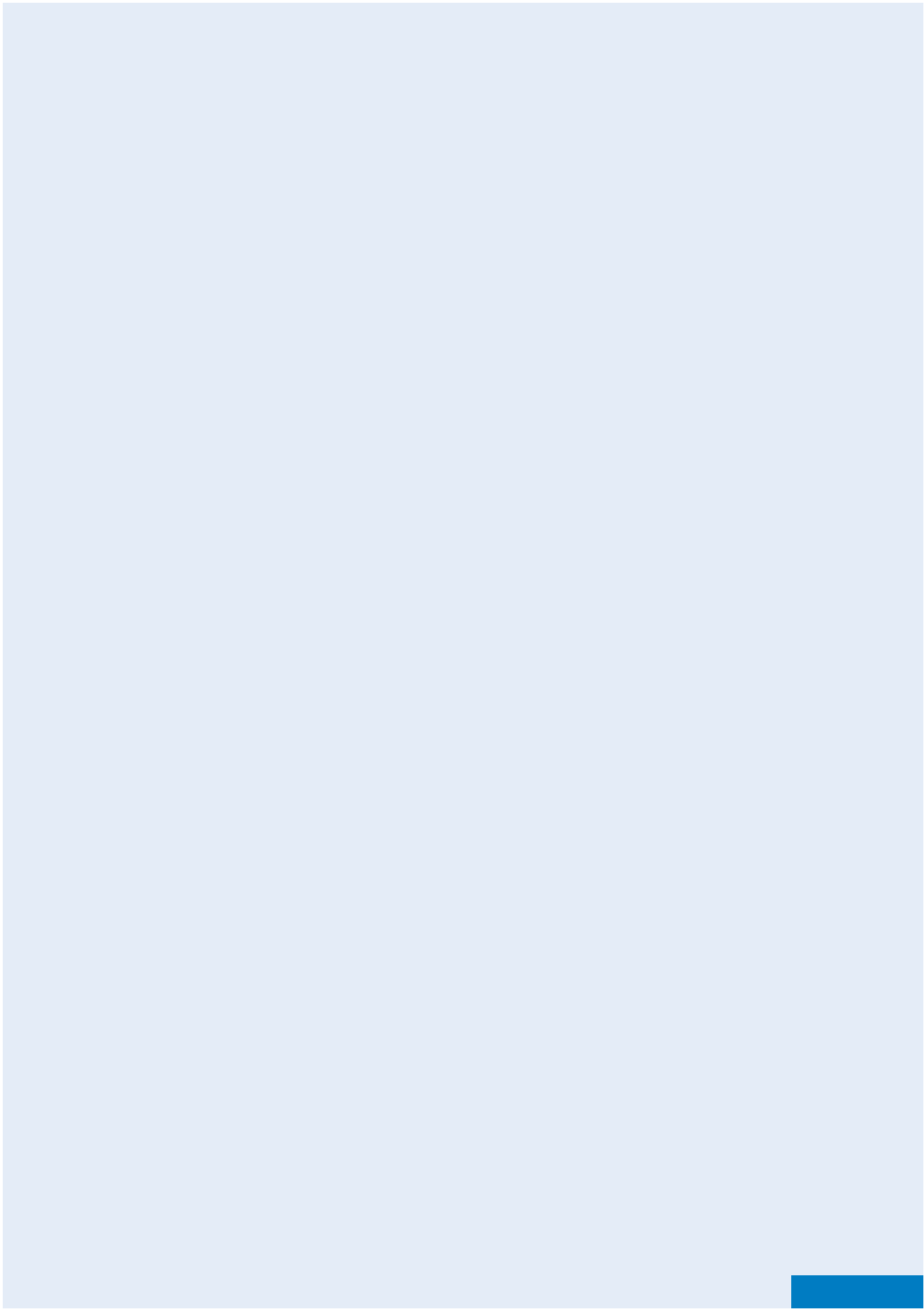
Stevedoring Industry Finance Committee (SIFC)

The Stevedoring Industry Finance Committee (SIFC) faces an uncertain number of claims for asbestos related damage. These claims were inherited from the Australian Stevedoring Industry Authority. Costs that may arise from these claims can not be determined. The number of claims likely to be made in the future is also unknown.

Australian National Railways Commission (AN) – transfer of liabilities

As a result of the wind-up of the Australian National Railways Commission, all associated contracts, assets and liabilities become the responsibility of the Commonwealth. At this stage, it is not possible to quantify liabilities as they involve uncertain legal processes and ex-employee claims (including asbestos-related claims).

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



NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

for the period ended 30 June 2001

Note	Description
1	Agency Objectives
2	Summary of Significant Accounting Policies
3	Events Occurring after Balance Date
4	Operating Revenues
5	Cost of Sale of Goods
6	Borrowing Costs Expense
7	Transitional adjustments
8	Financial Assets
9	Non-financial Assets
10	Interest Bearing Liabilities
11	Provisions
12	Payables
13	Equity
14	Cash Flow Reconciliation
15	Appropriations
16	Reporting of Outcomes
17	Executive Remuneration
18	Services provided by the Auditor-General
19	Act of Grace Payments and Waivers
20	Average Staffing Levels
21	Financial Instruments
22	Administered Taxation Revenue
23	Administered Non-Taxation Revenues
24	Administered Expenses from Ordinary Activities
25	Administered Expenses from Ordinary Activities (Programme Expenses)
26	Administered Financial Assets
27	Administered Non-Financial Assets
28	Administered Liabilities
29	Administered Transitional Arrangements
30	Administered Equity
31	Administered Cash Flow Reconciliation
32	Administered Assets not recognised
33	Administered Remote Contingencies
34	Administered Act of Grace Payments and Waivers and Defective Administration Scheme
35	Administered Appropriations
36	Administered Programmes
37	Administered Financial Instruments

Note 1 – Department Objectives

For the 2000–01 financial year the Department of Transport and Regional Services (DOTRS) objective in program delivery was expressed through the outcome statement of *Linking Australia through Transport and Regional Services*.

DOTRS activities contributing towards this outcome are classified as either departmental or administered. Departmental activities involve the use of assets, liabilities, revenues and expenses controlled or incurred by DOTRS in its own right. Administered activities involve the management or oversight by DOTRS on behalf of the Government of items controlled or incurred by the Government.

In meeting the Department's objective four key result areas have been identified:

- Output Group 1: Transport systems which are safer, more efficient, internationally competitive, sustainable and accessible.
- Output Group 2: Regional communities which have better access to opportunities and services and which are able to take the lead in their own planning and development.
- Output Group 3: Local governments which serve their communities more effectively and efficiently.
- Output Group 4: Territories in which residents will have the same opportunities and responsibilities as other Australians enjoy in comparable communities.

Note 2 – Summary of Significant Accounting Policies

Note 2A – Basis of Accounting

The financial statements are required by section 49 of the *Financial Management and Accountability Act 1997* and are a general purpose financial report.

The statements have been prepared in accordance with:

- Schedule 1 of the Financial Management and Accountability (Financial Statements 2000–2001) Orders made by the Finance Minister for the preparation of Financial Statements in relation to financial years ending on 30 June 2001;
- Australian Accounting Standards and Accounting Interpretations issued by Australian Accounting Standards Boards;
- Other authoritative pronouncements of the Boards; and
- The Consensus Views of the Urgent Issues Group.

The statements have been prepared having regard to:

- Statements of Accounting Concepts; and
- The Explanatory Notes to Schedule 1, and Guidance Notes issued by the Department of Finance and Administration.

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

Assets and liabilities are recognised in the Agency Statement of Financial Position when and only when it is probable that future economic benefits will flow and the amounts of the assets or liabilities can be reliably measured. Assets and liabilities arising under agreements equally proportionately unperformed are however not recognised unless required by an Accounting Standard. Liabilities and assets which are unrecognised are reported in the Schedule of Commitments and the Schedule of Contingencies (other than remote contingencies, which are reported at note 33).

Note 2 – Summary of Significant Accounting Policies (continued)

Revenues and expenses are recognised in the Agency Statement of Financial Performance when and only when the flow or consumption or loss of economic benefits has occurred and can be reliably measured.

The continued existence of DOTRS in its present form, and with its present outputs and programs, is dependent on the Government's policy and on continuing appropriations by Parliament for the Department's operations and programs.

Note 2B – Changes in Accounting Policy

Amounts appropriated, but not received, from the Special Account of \$280 224 172 were recognised as an Administered Receivable of appropriation at 30 June 2000. The balance of this receivable as at 30 June 2001, \$217 473 638 has been written down to nil and is included as an expense in the Schedule of Administered Revenues and Expenses (refer note 24B). The Special Account balance remains available for intended purposes, refer note 35C for details.

DOTRS asset recognition threshold has been increased from \$2 000 to \$5 000 and this change in policy has been implemented with effect from 1 July 2000 with a consequent write down to the Infrastructure, Plant and Equipment class of \$1 090 356.

There have been no other material changes in accounting policy during the period.

Note 2C – Agency and Administered Items

Agency assets, liabilities, revenues and expenses are those items that are controlled by the Department. They are used by DOTRS in producing its outputs and include:

- computers, plant and equipment used in providing goods and services;
- liabilities for employee entitlements;
- revenues from appropriations or independent sources in payment for outputs; and
- employee, supplier and depreciation expenses incurred in producing agency outputs.

Administered items are those items incurred in providing programs that are controlled by the Government, but managed, or oversighted, by DOTRS on behalf of the Government. These items include grant payments and levies, fees and fines.

The purpose of the separation of agency and administered items is to enable assessment of the administrative efficiency of DOTRS in providing goods and services.

The basis of accounting described in Note 2A applies to both agency and administered items.

Administered items are distinguished from agency items by shading in the financial statements.

Note 2D – Reporting by Outcomes

Note 16 provides an attribution of DOTRS actual revenues and expenses for 2000–01, to the Output Groups applicable to DOTRS from 2001–02 (as per the 2001–02 Portfolio Budget Statements). The percentages applied in the attribution of expenses are consistent with those used in the development of the budget and rely upon management estimation.

The table at Note 36 is a summary of revenues and expenses applicable to the Administered programmes specified in the Appropriation Acts.

Both notes include intra-government costs that are eliminated in calculating the actual budget outcome for the Government overall.

Note 2E – Revenues from Government

Revenues from Government are revenues relating to the core operating activities of DOTRS. Policies for accounting for revenue from the Government follow.

Note 2 – Summary of Significant Accounting Policies (continued)

Agency Appropriations

From 1 July 1999, the Commonwealth Budget has been prepared under an accruals framework.

Appropriations to DOTRS for its outputs are recognised as revenue to the extent they have been received into its bank account or are entitled to be received by the Department at year end.

Appropriations to DOTRS for capital items are recognised directly in equity, to the extent that the appropriation has been received into the Department's bank account.

The appropriations for capital items for 2000–2001 include the re-appropriation to DOTRS of certain unspent amounts from 1999–00.

Administered Appropriations

Appropriations for administered expenses may be unlimited or limited as to amount. Where the appropriation is an annual appropriation and limited as to amount, revenue is recognised to the extent of the lesser of

- The amount appropriated by the Parliament; or
- An amount determined by the Finance Minister – this amount is determined having regard to the expenses incurred for the reporting period.

Where an appropriation is unlimited, revenue is recognised to the extent that expenses have been incurred. Similarly, appropriations credited to administered special accounts are recognised as revenue to the extent that expenses have been incurred.

Appropriations for capital are recognised as the amount appropriated by Parliament and received.

Resources Received Free of Charge

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

Contributions of assets at no cost of acquisition or for nominal consideration are recognised at their fair value when the asset qualifies for recognition.

Note 2F – Other Revenue

Revenue from the sale of goods is recognised upon the delivery of goods to customers. Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets. Dividend revenue is recognised when the right to receive a dividend has been established. Revenue from disposal of non-current assets is recognised when control of the asset has passed to the buyer.

Agency revenue from the rendering of a service is recognised to the stage of completion of contracts or other agreements to provide services.

The stage of completion is determined according to the proportion that costs incurred to date bear to the estimated total costs of the transaction.

Levies, fees and fines are recognised at the time they are imposed upon customers.

All revenues described in this note are revenues relating to the core operating activities of the Agency, whether in its own right or on behalf of the Commonwealth. Details of revenue amounts are given in Note 4B and 23E.

Note 2G – Grants (Administered)

DOTRS administers a number of grant programs on behalf of the Commonwealth.

Grant liabilities are recognised to the extent that (i) the services required to be performed, by the grantee have been performed or (ii) the grant eligibility criteria have been satisfied. A commitment is recorded when the Commonwealth has a binding agreement to make the grants but services have not been performed, or criteria satisfied. Where grant moneys are paid in advance of performance or eligibility, a prepayment is recognised.

Note 2 – Summary of Significant Accounting Policies (continued)

Note 2H – Employee Entitlements

Leave

The liability for employee entitlements includes provision for annual leave and long service leave. No provision has been made for sick leave as all sick leave is non-vesting and the average sick leave taken by employees of DOTRS is estimated to be less than the annual entitlement for sick leave.

The liability for annual leave reflects the value of total annual leave entitlements of all employees at 30 June 2001 and is recognised at the nominal amount.

The non-current portion of the liability for long service leave is recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at 30 June 2001. In determining the present value of the liability, DOTRS has taken into account attrition rates and projected pay increases through promotion and inflation.

Separation and Redundancy

Provision is also made for separation and redundancy payments in circumstances where DOTRS has formally identified positions as excess to requirements and a reliable estimate of the amount of the payments can be determined.

Superannuation

Staff of DOTRS contribute to the Commonwealth Superannuation Scheme or the Public Sector Superannuation Scheme, as well as non-government superannuation funds in certain cases. Employer contributions amounting to \$6 338 658 in relation to these schemes have been expensed in these financial statements.

No liability is shown for superannuation in the Statement of Financial Position as the employer contributions fully extinguish the accruing liability which is assumed by the Commonwealth.

Employer Superannuation Productivity Benefit contributions totalled \$1 638 183 (1999–00 \$1 163 486).

Note 2I – Leases

DOTRS entered into a sale and leaseback operating lease in 1999–2000 for IT equipment. Operating lease payments are charged to the Agency Statement of Financial Performance on a basis which is representative of the pattern of benefits derived from the leased assets. The lessor effectively retains the risks and benefits incidental to ownership.

The carrying amounts of relevant assets were written down to fair value with effect from 1 July 1999 with the consequent loss on sale of \$3.4m is being amortised over three years.

The net present value of future net outlays in respect of surplus space under non-cancellable lease agreements is expensed in the period in which the space becomes surplus.

Lease incentives taking the form of 'free' leasehold improvements and rent holidays are recognised as liabilities. These liabilities are reduced by allocating lease payments between rental expense and reduction of the liability over the estimated useful life or the unexpired period of the lease.

Note 2J – Cash

Cash includes notes and coins held, deposits held at call with a bank or financial institution, and term deposits with a bank or financial institutions.

Note 2K – Financial Instruments

Accounting policies for financial instruments are summarised at Note 37.

Note 2 – Summary of Significant Accounting Policies (continued)

Note 2L – Acquisition of Assets

Assets are recorded at cost on acquisition except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken.

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and revenues at their fair value at the date of acquisition, unless acquired as a consequence of restructuring administrative arrangements. In the latter case, assets are initially recognised at the amounts at which they were recognised in the transferor agency's accounts immediately prior to the restructuring.

Note 2M – Property, Plant and Equipment

Asset Recognition Threshold

Purchases of property, plant and equipment are recognised initially at cost in the Statement of Financial Position, except for purchases costing less than \$5000. These are expensed in the year of acquisition.

Items of plant and equipment acquired as part of a leasehold fitout are capitalised in the year of acquisition regardless of historical cost. Leasehold improvements are valued on a project basis and therefore include items of plant and equipment with a unit value of less than \$5000.

Revaluations

Schedule 1 to the Finance Management and Accountability (Financial Statements 2000–2001) Orders requires that land and buildings, plant and equipment be progressively revalued in accordance with the 'deprival' method of valuation in successive 3 year cycles.

DOTRS is implementing this cyclical asset valuation requirement on a geographical basis and in 2000–2001, valuations were completed for assets within the Indian Ocean Territories and Jervis Bay.

Assets in each class acquired after the commencement of the progressive revaluation cycle will be reported on the basis of the value initially recognised on acquisition for the duration of the progressive revaluation then in progress.

The application of the deprival method means DOTRS values its land at its current market buying price and its property, plant and equipment at its depreciated replacement cost. Any assets which would not be replaced or are surplus to requirements are valued at net realisable value. As at 30 June 2001, DOTRS had no such assets in this situation.

All valuations are independent.

Airport Land

The Department has not placed a monetary valuation on freehold land at airports leased by the Commonwealth to private sector interests. This policy takes account of the fact that land at the 20 civilian airports owned by the Commonwealth is subject to lease arrangements whereby the land is leased for 50 years with a 49 year extension option in consideration of upfront payments from the lessors and without any subsequent annual lease payments. For the purpose of financial reporting the land at these airports is therefore assessed as having no deprival value because of the extended period before which any future revenue stream will accrue.

Infrastructure built on the freehold land is an asset of the lessor and is also not reflected in the accompanying financial statements.

Recoverable amount test

Schedule 1 requires the application of the recoverable amount test to agency non-current assets in accordance with *AAS 10 Accounting for the Revaluation of Non-Current Assets*. The carrying amounts of these non-current assets have been reviewed to determine whether they are in excess of their recoverable amounts. In assessing recoverable amounts, the relevant cash flows have been discounted to their present value.

Note 2 – Summary of Significant Accounting Policies (continued)

Revaluations are accounted for by separately stating the gross amount and the related accumulated depreciation of the revalued asset, except for buildings that have been accounted for using the net value.

Depreciation and Amortisation

Depreciable property plant and equipment assets are written-off to their estimated residual values over their estimated useful lives. In all cases, the straight-line method of depreciation is used by DOTRS. Leasehold improvements are amortised on a straight line basis over the lesser of the estimated useful life of the improvements or the unexpired period of the lease.

Depreciation/amortisation rates (useful lives) and methods are reviewed at each balance date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate. Residual values are re-estimated for a change in price only when assets are revalued.

Depreciation and amortisation rates applying to each class of depreciable asset are as follows:

	2000–2001	1999–00
Buildings on freehold land	25 to 60 years	25 to 60 years
Leasehold improvements	Lease term	Lease term
Infrastructure, plant and equipment	3 to 80 years	3 to 80 years
Intangible assets	5 years	5 years

The aggregate amount of depreciation allocated for each class of asset during the reporting period is disclosed in the Notes.

Note 2N – Inventories

Inventories held for resale are valued at the lower of cost and net realisable value.

Inventory not held for resale is valued at cost, unless it is no longer required, in which case it is valued at net realisable value.

Costs incurred in bringing each item of inventory to its present location and condition are assigned as follows:

- raw materials and stores – purchase cost on a 'First In First Out' basis; and
- finished goods and work in progress – cost of direct materials and labour plus attributable costs that are capable of being allocated on a reasonable basis.

Note 2O – Administered Investments

Administered investments in controlled entities are not consolidated because their consolidation is relevant only at the whole-of-government level.

The Commonwealth's investment in other controlled authorities and companies in this portfolio is valued at the aggregate of the Commonwealth's share of the net assets or net liabilities of each entity fixed at 30 June 1997, as adjusted for any subsequent capital injections or withdrawals.

Note 2P – Contingencies

Contingencies are conditions that may give rise to an asset or liability on the occurrence or non-occurrence of uncertain future events. They do not satisfy the recognition criteria for assets or liabilities and are not incorporated into the Statement of Financial Position.

Note 2Q – Taxation

DOTRS is exempt from all forms of Commonwealth taxation except fringe benefits tax and the goods and services tax.

Note 2 – Summary of Significant Accounting Policies (continued)

Note 2R – Capital Use Charge (CUC)

A CUC of 12% is imposed by the Commonwealth on the net agency assets of DOTRS. The charge is adjusted to take account of asset gifts and revaluation increments during the financial year.

The format of the Statement of Financial Performance has been revised in 2000–01 to exclude such direct equity adjustments, as the CUC from the face of the statement to comply with Schedule 1 to the Finance Management and Accountability (Financial Statements 2000–2001) Orders.

Note 2S – Foreign Currency

Transactions denominated in a foreign currency are converted at the exchange rate at the date of the transaction.

Note 2T – Insurance

The Commonwealth's insurable risk managed fund, 'Comcover', commenced operations in 1998–99. DOTRS has insured with the fund for assets and other risks. Workers compensation is dealt with via continuing arrangements with Comcare.

Note 2U – Comparative Figures

Comparative figures for 2000–01 have been adjusted to conform with changes in presentation in these financial statements where required. In some instances, the notes include a comparative total only because reclassification or identification at a more detailed level is not practical.

Note 2V – Budget

To assist in meeting the responsibilities of the Government to public accountability, these financial statements present Budget comparatives as presented in the Portfolio Additional Estimates Statements (PAES). The PAES supplement the original Portfolio budget statements for the year to support the Parliament's consideration of DOTRS Budget.

Note 2W – Rounding

Amounts have been rounded to the nearest \$1 000 except in relation to the following:

- act of grace payments and waivers;
- remuneration of executives; and
- remuneration of auditors.

Totals are the rounded sums of unrounded figures.

Note 3 – Events Occurring after Balance Date

No material events occurring after balance date warrant reporting.

	2000–2001	1999–2000
	\$'000	\$'000

Note 4 – Operating Revenues

Note 4A – Revenues from Government

Appropriation for outputs	190 482	185 510
Resources received free of charge	215	1 695
Total	190 697	187 205

Note 4B – Sale of Goods and Services

Revenues from Community Services		
Airport/Marine	838	835
Electricity, water and sewerage	4 470	4 572
Health/Housing	795	774
Other	1 141	1 782
Total	7 244	7 963

Note 4C – Proceeds and Expense from Sale of Assets

Non-financial assets – Land and Buildings		
Revenue (proceeds) from sale	3 556	2 863
Expense from sale	1 134	4 138
Total	2 422	(1 275)
Non-financial assets – Infrastructure, plant and equipment		
Revenue (proceeds) from sale	80	81
Expense from sale	1 329	2 170
Total	(1 249)	(2 089)

Note 4D – Other Revenue

Insurance Recoveries	2 500	-
Other	3 718	1 772
Total	6 218	1 772

	2000–2001	1999–2000
	\$'000	\$'000

Note 5 – Operating Expenses

Note 5A – Employee Expenses

Remuneration (for services provided)	50 097	50 237
Separation and redundancy	3 473	1 278
Superannuation	8 107	7 428
Recreation leave	3 271	2 720
Long service leave	319	275
Other employee expenses	3 508	2 918
Total	68 775	64 856

Note 5B – Suppliers Expenses

Road works	3 992	4 728
Property operating costs	14 467	16 205
Repairs & maintenance	2 283	3 680
Transport	3 184	2 359
Communication	9 998	8 517
Professional services	25 046	22 489
Fuel & electricity	5 645	4 621
Law enforcement	2 343	2 226
Travel	5 306	5 016
Housing rental	335	269
Health care	2 319	850
Education	7 854	8 312
Other	3 449	2 440
Total	86 221	81 712

Note 5C – Depreciation and Amortisation

Depreciation of property, plant and equipment	11 198	11 988
Amortisation of intangibles	755	656
Total	11 953	12 644

The aggregate amounts of depreciation or amortisation expensed during the reporting period for each class of depreciable assets are as follows:

Buildings	2 867	2 681
Infrastructure, plant and equipment	8 331	9 307
Intangibles	755	656
Total	11 953	12 644

No depreciation/amortisation was allocated to the carrying amounts of other assets.

	2000–2001	1999–2000
	\$'000	\$'000

Note 5 – Operating Expenses (continued)

Note 5D – Write-Down of Assets

Non-financial assets

Infrastructure, plant and equipment	15 615	427
Intangibles	253	7
Land & buildings	431	3 273
Total	16 299	3 707

Note 5E – Other Expenses

Local government grants	4 104	3 756
Rebates and subsidies	769	693
Insurance	2 558	2 111
Other operating expenses	3 302	1 632
Total	10 733	8 193

Note 6 – Borrowing Costs expense

Leases	154	30
Total	154	30

Note 7 – Transitional Adjustments

Corrections made to amounts previously recognised as assets and liabilities:

Land & buildings	-	(7 272)
Infrastructure, plant & equipment	-	(1 136)
Intangibles	-	10
Prepayments	-	7
Debtors	-	466
Inventory	-	381
Liabilities & creditors	-	251
Cash at bank	-	(770)
FBT expense	-	(237)
Total	0	(8 300)

	2000–2001	1999–2000
	\$'000	\$'000

Note 8 – Financial Assets (see note 21)

Note 8A – Receivables

Capital Use Charge	791	-
Goods and services	3 582	1 837
less: Provision for doubtful debts	(507)	(288)
Total	3 866	1 549

Receivables (gross) are aged as follows:

Not Overdue	3 214	1 143
Overdue by:		
less than 30 days	268	116
30 to 60 days	91	93
more than 60 days	800	485
Total	4 373	1 837

Note 8B – Investments

Term Deposits	33 000	31 500
Total	33 000	31 500

Note 9 – Non-Financial Assets

Note 9A – Land and Buildings

Land – at valuation (30 June 1996, 1998 & 2000)	-	3 045
Land – at valuation (up to 30 June 2001)	4 674	-
Total Land	4 674	3 045
Buildings on freehold land – at cost	1 211	14 301
Accumulated depreciation	(3)	(73)
	1 208	14 228
Buildings on freehold land – at valuation (30 June 1996, 1998 & 2000)	-	82 056
Accumulated depreciation	-	(4 361)
	0	77 695
Buildings on freehold land – at valuation (up to 30 June 2001)	88 092	-
Accumulated depreciation	(373)	-
	87 719	0
Leasehold Improvements – at cost	7 786	301
Accumulated depreciation	(797)	(301)
	6 989	-
Total Buildings	95 916	91 923
Total Land and Buildings	100 590	94 968

Revaluations were made as at 30 April 2001 for the Indian Ocean Territories, and 30 June 2001 for all other revaluations, in accordance with the progressive revaluation policy stated at Note 2. Valuations were completed by independent valuers, John Harvey (AAPI) of the Valuer General's Office of WA, and Peter Crawford (AAPI) of the Australian Valuation Office. A revaluation decrement of \$1 472 146 for land and buildings was transferred to the asset revaluation reserve.

	2000–2001	1999–2000
	\$'000	\$'000

Note 9 – Non-Financial Assets (continued)

Note 9B – Infrastructure, Plant and Equipment

Infrastructure, plant and equipment – at cost	10 774	20 396
Accumulated depreciation	(369)	(256)
	10 405	20 140
Infrastructure, plant and equipment – at valuation (30 June 1996 to 2000)	2 526	184 890
Accumulated depreciation	(732)	(107 619)
	1 794	77 271
Infrastructure, plant and equipment – at valuation (up to 30 June 2001)	88 368	9 093
Accumulated depreciation	(866)	-
	87 502	9 093
Total infrastructure, plant and equipment	99 701	106 504

Revaluations were made as at 30 April 2001 for the Indian Ocean Territories, and 30 June 2001 for all other revaluations, in accordance with the progressive revaluation policy stated at Note 2. Valuations were completed by independent valuers, John Harvey (AAPI) of the Valuer General's Office of WA, and Peter Crawford (AAPI) of the Australian Valuation Office. A revaluation increment of \$3 800 718 for infrastructure plant and equipment was transferred to the asset revaluation reserve.

Note 9C – Intangibles

Intangibles – computer software – at cost	5 457	4 092
Accumulated depreciation	(1 348)	(674)
	4 109	3 418
Total intangibles	4 109	3 418

Note 9 – Non-Financial Assets (continued)

Note 9D – Analysis of Property, Infrastructure, Plant and Equipment, and Intangibles

TABLE A – Movement Summary 2000–2001 for all assets irrespective of valuation basis

Item	Land \$'000	Buildings \$'000	Buildings– Leasehold Improvements \$'000	Total land and buildings \$'000	Infrastructure, plant and equipment \$'000	Intangibles \$'000	TOTAL \$'000
Gross value as at							
1 July 2000	3 045	96 358	301	99 704	215 249	4 092	319 045
Additions	1 468	3 221	7 485	12 174	12 395	1 694	26 264
Revaluations: write-ups/(downs)	247	(8 566)	-	(8 319)	(72 305)	-	(80 624)
Other	-	-	-	-	(18)	-	(18)
Write-offs	(2)	(524)	-	(526)	(51 524)	(330)	(52 380)
Disposals	(84)	(1 186)	-	(1 270)	(2 128)	-	(3 398)
Gross value as at 30 June 2001	4 675	89 303	7 786	101 764	101 669	5 456	208 889
Accumulated depreciation/ amortisation as at 1 July 2000							
Depreciation/amortisation charge for the year		(4 435)	(301)	(4 736)	(108 089)	(674)	(113 499)
Additions	n/a	(2 689)	-	(2 689)	(8 055)	(761)	(11 505)
Revaluations	n/a	-	(496)	(496)	-	-	(496)
Other	n/a	6 593	-	6 593	76 105	-	82 698
Write-offs	n/a	-	-	-	-	-	-
Disposals	n/a	154	-	154	37 032	88	37 119
Accumulated depreciation/ amortisation as at 30 June 2001	-	(377)	(797)	(1 174)	(1 967)	(1 348)	(4 489)
Net book value as at 30 June 2001	4 675	88 926	6 989	100 590	99 701	4 109	204 400
Net book value as at 1 July 2000	3 045	91 923	0	94 968	107 160	3 418	205 546

Note 9 – Non-Financial Assets (continued)

Note 9D – Analysis of Property, Infrastructure, Plant and Equipment, and Intangibles

TABLE B – Summary of balances of assets held at valuation as at 30 April 2001

Item	Land \$'000	Buildings \$'000	Buildings– Leasehold Improvements \$'000	Total land and buildings \$'000	Infrastructure, plant and equipment \$'000	Intangibles \$'000	TOTAL \$'000
As at 30 June 2001							
Gross value	4 675	89 303	7 786	101 764	101 669	5 456	208 889
Accumulated depreciation /amortisation	-	(377)	(797)	(1 174)	(1 967)	(1 348)	(4 489)
Net book value	4 675	88 926	6 989	100 590	99 701	4 109	204 400
As at 30 June 2000							
Gross value	3 045	96 358	301	99 704	215 249	4 092	319 045
Accumulated depreciation /amortisation	-	(4 435)	(301)	(4 736)	(108 089)	(674)	(113 499)
Net book value	3 045	91 923	-	94 968	107 160	3 418	205 546

	2000–2001	1999–2000
	\$'000	\$'000

Note 9 – Non-Financial Assets (continued)

Note 9E – Inventories

Finished goods held for sale (at cost)	22	18
Stores not held for sale (at cost)	2 041	2 432
Total	2 063	2 450

Note 9F – Other

Prepayments	2 062	4 872
Other assets – deferred loss	352	1 459
Total	2 414	6 331

Note 10 – Interest Bearing Liabilities

Note 10 – Other

Lease incentives (12 months or less)	325	57
Lease incentives (more than 12 months)	2 255	376
Total	2 580	433

Note 11 – Provisions

Note 11 – Employees

Salaries and wages	1 454	1 379
Annual leave	8 314	7 855
Long service leave	12 164	13 194
Superannuation	218	208
Separation and redundancy	-	-
Aggregate employee entitlement liability	22 150	22 636
Other	637	976
Total	22 787	23 612
Current	5 899	5 558
Non-current	16 888	18 054

Note 12 – Payables

Note 12A – Suppliers

Trade creditors	3 686	3 580
Accrued expenses	7 877	3 062
Operating lease rentals	7	7
Other	176	829
Total	11 746	7 478

Note 12B – Other

Surplus Lease Space Liability (12 months or less)	109	709
Surplus Lease Space Liability (more than 12 months)	71	180
Unearned Income	716	527
Total	896	1 416

Note 13 – Equity

Item	Capital		Accumulated Results		Asset Revaluation Reserve		TOTAL EQUITY	
	2000–2001 \$'000	1999–2000	2000–2001 \$'000	1999–2000	2000–2001 \$'000	1999–2000	2000–2001 \$'000	1999–2000
Balance 1 July	29 396	11 974	179 803	190 685	9 959	17 371	219 158	220 030
Net surplus after extraordinary items	-	-	14 682	24 503	-	-	14 682	24 503
Equity appropriation	4 829	17 422	-	-	-	-	4 829	17 422
Capital use charge	-	-	(26 502)	(27 085)	-	-	(26 502)	(27 085)
Net Revaluation increase/(decrease)	-	-	-	-	2 328	(7 412)	2 328	(7 412)
Transitional adjustments	-	-	(8 300)	(8 300)	-	-	-	(8 300)
Balance 30 June	34 225	29 396	167 983	179 803	12 287	9 959	214 495	219 158

Refer to Note 7 in relation to Transitional adjustments

	2000–2001	1999–2000
	\$'000	\$'000

Note 14 – Cash Flow Reconciliation

Reconciliation of operating surplus/(deficit) to net cash provided by operating activities:

Net surplus/(deficit)	14 682	24 503
Revenues from government	-	(1 695)
Other revenue (Discovered Assets)	(1 851)	-
Depreciation/Amortisation	11 953	12 644
(Profit)/Loss on sale of non-current assets	837	3 364
Assets write down	16 299	3 707
Resources received free of charge	-	1 695
<i>Changes in assets/liabilities:</i>		
Decrease/(increase) in receivables	(1 673)	(276)
Decrease/(increase) in accrued revenue	(2 214)	(469)
Decrease/(increase) in inventories	387	544
Decrease/(increase) in other assets	2 411	1 090
(Decrease)/increase in other debt	2 147	-
(Decrease)/increase in payables	4 268	4 089
(Decrease)/increase in employee provisions	(825)	2 501
(Decrease)/increase in unearned income	(520)	1 323
Net cash provided by operating activities	45 901	53 020

Note 15 – Appropriations

Note 15 – Agency Appropriations

	2000–01	1999–00
<i>Annual Appropriations for Departmental Items (Price of Outputs)</i>	\$'000	\$'000
<i>Add: Appropriation Acts Nos 1 & 3 credits:</i>		
Section 7 – Act 1 – basic appropriation (Budget)	186 735	181 992
Section 7 – Act 3 – basic appropriations	3 747	3 518
Total Current Appropriation Acts	190 482	185 510
<i>Add: FMA Act</i>		
s30A appropriations (GST recoverable)	4 717	0
s31 appropriations	18 594	14 225
Total appropriated in the year	213 793	199 735
Balance brought forward from previous period	36 054	0
Total appropriations available for payment	249 847	199 735
Expenditure for the period	213 744	163 681
Balance of appropriations (unspent) for outputs at 30 June carried to next period	36 103	36 054

Annual Appropriation for Departmental Capital Items

	Equity Injections		Carryovers		Total	
	2000–01	1999–00	2000–01	1999–00	2000–01	1999–00
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<i>Appropriation Acts No 2 & 4</i>						
Section 10 – Act No 2	4 151	5 974	0	6 000	4 151	11 974
Section 10 – Act No 4	678	0	0	17 422	678	17 422
Total appropriated in the year	4 829	5 974	0	23 422	4 829	29 396
Balance available at 1 July brought forward from previous period	0	0	0	0	0	0
Total appropriations available for payment	4 829	5 974	0	23 422	4 829	29 396
Payments during the year	4 829	5 974	0	23 422	4 829	29 396
Balance of appropriations carried to next period	0	0	0	0	0	0

Note 16 – Major Agency Revenue and Expenses by Outcome

	OUTCOME 1				Total	
	Output/Output	Output/Output	Output/Output	Output/Output		
	Group 1	Group 2	Group 3	Group 4		
	Actual	Actual	Actual	Actual	Actual	Budget
	\$(‘000)	\$(‘000)	\$(‘000)	\$(‘000)	\$(‘000)	\$(‘000)
Operating revenues						
Revenue from Government	80 920	22 809	3 677	83 291	190 697	186 735
Revenue from Independent Sources	5 542	1 534	219	13 288	20 583	10 077
Total operating revenues	86 462	24 343	3 896	96 579	211 280	196 812
Operating expenses						
Employee expenses	42 398	11 376	1 916	13 085	68 775	67 007
Supplier expenses	34 961	10 533	1 704	39 023	86 221	78 200
Other expenses	6 103	2 323	305	32 871	41 602	23 586
Total operating expenses	83 462	24 232	3 925	84 979	196 598	168 793

Note:

1. Budget estimates as per 2000–01 Portfolio Budget Statements in accordance with the FMO's. Please note this is inconsistent with all other references to "Budget" in the financial statements, which refer to Portfolio Additional Estimates Statements.
2. The methodology adopted is consistent with the 2001–02 Portfolio Budget Statements and involves management estimates of percentage of expenditure and revenue attributable to each output group.
3. The Capital Use Charge, although reflected in Revenue from Government, it is not reflected in the Total Expenses in accordance with accounting policy.

	2000–2001	1999–2000
Note 17 – Executive Remuneration		
<i>The number of executives who received or were due to receive total remuneration of \$100,000 or more:</i>		
\$100 000 to \$110 000	1	4
\$110 001 to \$120 000	3	6
\$120 001 to \$130 000	2	6
\$130 001 to \$140 000	5	6
\$140 001 to \$150 000	1	6
\$150 001 to \$160 000	13	4
\$160 001 to \$170 000	6	2
\$170 001 to \$180 000	1	2
\$180 001 to \$190 000	1	1
\$190 001 to \$200 000	4	2
\$200 001 to \$210 000	-	1
\$210 001 to \$220 000	-	-
\$230 001 to \$240 000	-	1
\$330 001 to \$340 000	1	-
	38	41

The aggregate amount of total remuneration of Executives shown above:

\$5 975 268	\$5 843 742
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The aggregate amount of separation and redundancy payments during the year to Executives shown above:

\$315 510	\$137 383
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In prior years, this note reported on the number of executive positions earning total remuneration of \$100,000 or more.

In 2000–2001, the note has been revised to report on the remuneration accruing to individual executives. Comparative information has been adjusted accordingly.

A determination in respect of performance pay of the Chief Executive had not been made at the time of finalisation of these statements.

Note 18 – Services provided by the Auditor-General

Financial statement audit services are provided free of charge to the Department. The fair value of audit services provided was \$215 000 (1999–00: \$215 000).

No other services were provided to the Department by the Auditor-General.

Note 19 – Act of Grace Payments and Waivers and Defective Administration Scheme

No Act of Grace Payments were made during the reporting period.

No waivers of amounts owing to the Commonwealth were made pursuant to subsection 34(1) of the *Financial Management and Accountability Act 1997*.

\$	-	\$ 10 000.00
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No payments were made under the Defective Administration Scheme during the reporting period.

Note 20 – Average Staffing Levels

Average staffing levels for the Agency in 2000–2001 were 971 (1999–2000 : 971).

Note 21 – Financial Instruments

Note 21A – Terms, Conditions and Accounting Policies

Financial Instrument	Notes	Accounting Policies and Methods (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 Assets			
Cash	14	Deposits are recorded at their nominal amounts. Interest is credited to revenue as it accrues.	The Department invests funds at call with a commercial bank.
Receivables for goods and services	8A	Financial assets are recognised when control over future economic benefits is established and the amount of the benefit can be reliably measured. These receivables are recognised at the nominal amounts due, less any provision for bad and doubtful debts. Collectability of debts is reviewed at balance date. Provisions are made when collection of the debt is judged to be less rather than more likely.	All receivables are with entities external to the Commonwealth. Credit terms are net 30 days (1999–2000: 30 days).
Investments	8B	Term deposits are recorded at their nominal amounts. Interest is credited to revenue as it accrues.	The Department invests term deposits with a commercial bank.
Accrued revenue		Revenues are recognised as the Department becomes entitled to the revenue.	Accrued revenue reflects \$2.5m of an insurance recovery following the loss of an asset due to fire damage.

Note 21 – Financial Instruments (continued)

Financial liabilities

Lease incentives	10	Financial liabilities are recognised when a present obligation to another party arises and the amount of the liability can be reliably measured.	<p>The Department has received the following lease incentives:</p> <ul style="list-style-type: none"> • a rent-free period on the transfer of a property operating lease to the Department in June 1999 • contributions towards the cost of fitting-out two buildings, August and November 2000
Surplus lease Space Liability	12B	When a lease incentive is recognised as a liability on receipt of the incentive. The amount of the liability is reduced on a straight-line over the life of the lease by allocating lease payments between rental expense and reduction of the liability for financial leases and against the rental expense for operating leases.	<p>At the reporting date, the Department had surplus lease space liability with terms averaging 3 years and a maximum term of 5 years. The incremental borrowing rate used averaged 5.63%. The lease assets secure the lease liabilities.</p>
Trade creditors	12A	Creditors and accruals are recognised at their nominal amounts, being the amounts at which the liabilities will be settled. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced).	<p>All creditors are entities that are not part of the Commonwealth legal entity. Settlement is usually made net 30 days.</p>

Note 21 – Financial Instruments (continued)

Financial Instrument	Notes	Interest Rate				Fixed Interest Rate				Non-Interest Bearing				Total	Weighted Average Effective Interest Rate		
		Floating		1 to 2 years		2 to 5 years		>5 years		00-01		99-00				00-01	
		00-01	99-00	00-01	99-00	00-01	99-00	00-01	99-00	00-01	99-00	00-01	99-00	00-01	99-00	00-01	99-00
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%	%
Financial Assets																	
Cash		-	-	3 781	5 232	-	-	-	-	-	-	-	-	3 781	5 232	2	2
Receivables	8A	-	-	-	-	-	-	-	-	-	-	3 866	1 549	3 866	1 549	n/a	n/a
Investments	8B	-	-	33 000	31 500	-	-	-	-	-	-	-	-	33 000	31 500	5	7
Accrued Revenue		-	-	-	-	-	-	-	-	-	-	2 980	766	2 980	766	n/a	n/a
Total Financial Assets (Recognised)		-	-	36 781	36 732	-	-	-	-	-	-	6 846	2 315	43 627	39 047		
Total Assets														252 504	252 718		
Financial Liabilities																	
Suppliers	11B	-	-	-	-	-	-	-	-	-	-	11 746	7 478	11 746	7 478	n/a	n/a
Unearned income	11C	-	-	-	-	-	-	-	-	-	-	716	527	716	527	n/a	n/a
Total Financial Liabilities (Recognised)		-	-	-	-	-	-	-	-	-	-	12 462	8 005	12 462	8 005		
Total Liabilities														38 009	34 426		

Note 21 – Financial Instruments (continued)

Note 21C – Net Fair Values of Financial Assets and Liabilities

	Note	2000–2001		1999–2000	
		Total Carrying Amount \$'000	Aggregate Net Fair Value \$'000	Total Carrying Amount \$'000	Aggregate Net Fair Value \$'000
Financial Assets					
Cash at Bank		3 781	3 781	5 232	5 232
Receivables for goods and services	8A	3 866	3 866	1 549	1 549
Investments	8B	33 000	33 000	31 500	31 500
Accrued Revenue		2 980	2 980	766	766
Total Financial Assets		43 627	43 627	39 047	39 047
Financial Liabilities					
Suppliers	11B	11 746	11 746	7 478	7 488
Unearned income	11C	716	716	527	527
Total Financial Liabilities		12 462	12 462	8 005	8 015

Note 21C – Net Fair Values of Financial Assets and Liabilities (continued)

Financial Assets

The net fair values of cash and non-interest bearing monetary financial assets approximate their carrying amounts.

Financial Liabilities

The net fair values of the surplus lease space and lease incentive liabilities are based on discounted cash flows using current interest rates for liabilities with similar risk profiles.

The net fair values for trade creditors are approximated by their carrying amounts.

Note 21D – Credit Risk Exposures

The Department's maximum exposure 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 Performance.

The Department has no significant exposures to any concentrations of credit risk.

All figures for credit risk referred to do not take into account the value of any collateral or other security.

	2000–2001	1999–2000
	\$'000	\$'000
Note 22 – Taxation Revenue		
<i>Administered Levies, Fees and Fines</i>		
Levies	138 123	121 268
Licence and registration fees	28 291	23 566
Fines	2 784	1 650
Royalties	717	1 283
	169 915	147 767
Note 23 – Non-taxation Revenues		
<i>Note 23A – Administered Revenues from Government</i>		
Transfers from Official Public Account – Cash	2 693 850	2 463 148
Transfers from Official Public Account – Non-Cash	4 246	5 943
	2 698 096	2 469 091
Movement in Appropriation Receivable – Increase/(Decrease)	(40 503)	109 825
Total	2 657 593	2 578 916
<i>Note 23B – Administered Sales of Goods and Services</i>		
Sales of vehicle compliance plates	7 192	7 262
Other services	46	111
Total	7 238	7 373
<i>Note 23C – Administered Interest</i>		
Interest from other governments on state and territory loans	12 671	13 072
Interest from other sources:		
Commonwealth authorities	5	9
Total	12 676	13 081
<i>Note 23D – Administered Dividends</i>		
Commonwealth Authorities	45 850	15 221
<i>Note 23E – Other Administered Revenue</i>		
Rental from leased properties	1 213	1 219
SIFC payable write-back	-	1 925
Other	4 224	4 320
Total	5 437	7 464

	2000–2001 \$'000	1999–2000 \$'000
Note 24 – Expenses from ordinary activities		
Note 24A – Administered Depreciation and Amortisation		
Depreciation of property, plant and equipment	374	262
Amortisation of intangibles	349	370
Total	723	632
<i>The aggregate amounts of depreciation or amortisation expensed during the reporting period for each class of depreciable assets are as follows:</i>		
Buildings	372	259
Infrastructure, plant and equipment	2	3
Intangibles	349	370
Total	723	632
No depreciation/amortisation was allocated to the carrying amounts of other assets.		
Note 24B – Write-Down of Administered Assets		
Financial assets		
Receivables	217 823	14
Cash	65	-
Non-financial assets		
Write Down of Investment	324 972	-
Inventory not for re-sale	-	376
Total	542 860	390
Note 24C – Net losses from Sale of Administered Assets		
Non-financial assets		
Land and buildings	-	51
Total	-	51

	2000–2001	1999–2000
	\$'000	\$'000

Note 25 – Expenses from ordinary activities (Program Expenses)

Note 25A – Administered Subsidies

Tasmanian Freight Equalisation Scheme	68 811	61 221
Bass Strait Passenger Vehicle Equalisation Scheme	15 070	13 119
Remote Air Subsidy Services Scheme	1 484	1 304
Maritime Industry Finance Company Limited	-	71 490
Total	85 365	147 134

Note 25B – Administered Grants

Non-profit institutions	13 463	6 631
Commonwealth Authorities	56 847	52 572
Private sector	9 515	14 660
State and Territory governments	2 275 425	2 208 381
Local governments	41 046	6 684
Overseas entities	1 778	1 527
Total	2 398 074	2 290 455

The nature of the grants are as follows:

Regional services and Local Government	1 464 212	1 362 800
Air transport	11 682	33 058
Land transport	921 042	893 534
Maritime transport	1 138	1 063
Total	2 398 074	2 290 455

Note 25C – Administered Suppliers

Airport Noise Amelioration Program	39 013	60 659
Land Transport Research & Education	2 642	-
Other	304	2 104
Total	41 959	62 763

Note 25D – Other

Protection of the Sea	13 909	5 943
Flood Assistance	3 353	-
Stevedoring Costs	475	-
Compensation payments for compulsory acquisition	-	12 202
Total	17 737	12 202

Note 26 – Financial Assets (see note 37)

Note 26A – Administered Cash

Cash at bank and on hand	529	24 458
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	2000–2001 \$'000	1999–2000 \$'000
Note 26 – Financial Assets (continued)		
<i>Note 26B – Administered Receivables</i>		
Other taxes, fees and fines	6 463	6 309
less: Provision for doubtful debts	(15)	(22)
	6 448	6 287
Loans to State and Territory Governments	184 787	190 364
less: Provision for waiving of debts	-	-
	184 787	190 364
Other loans	1 600	1 600
less: Provision for doubtful debts	(1 600)	(1 600)
	-	-
Special Appropriations	145 514	439 695
Annual Appropriations	10 523	4 170
Proceeds from land sales		-
Other	2 775	3 376
less: Provision for doubtful debts	(2 738)	(2 738)
	37	638
Add: Net GST Receivable	1 499	-
Net Receivables	348 808	641 154
<i>Maturity schedule for loans to State and Territory governments:</i>		
within one year	9 617	8 675
one to two years	6 960	6 617
two to five years	20 970	21 295
over five years	147 240	153 777
Total	184 787	190 364
Taxes, Fees and Fines receivables (gross) are aged as follows:		
Not Overdue	6 448	6 287
Overdue by:		
less than 30 days	-	-
30 to 60 days	-	-
60 to 90 days	-	-
more than 90 days	15	22
Total	6 463	6 309

		2000–2001 \$'000	1999–2000 \$'000
Note 26 – Financial Assets (continued)			
<i>Note 26C – Administered Investments</i>			
	C'wlth		
Shares in Commonwealth companies:	Interest		
Australian River Company	100%	37 965	37 965
National Rail Corporation Limited	73%	293 615	293 615
Commonwealth authorities:			
Airservices Australia	100%	353 203	378 203
Albury Wodonga Development Corporation	99%	99 783	99 783
Australian Maritime Safety Authority	100%	54 617	59 617
Australian National Rail Commission	100%	-	340 531
Civil Aviation Safety Authority	100%	18 670	18 670
National Road Transport Commission	35%	200	200
Australian Maritime College	100%	58 518	58 518
Australian Rail Track Corporation	100%	-	-
Stevedoring Industry Finance Committee	100%	14 053	14 053
Maritime Industry Finance Company Limited	100%	-	-
Total		930 624	1 301 155

The principal activities of each of the investments of controlled entities listed above are as follows:

Australian River Company – established to manage residual matters and obligations remaining after the sale of the maritime shipping activities of the Australian National Line Limited.

National Rail Corporation Limited – conducts national interstate rail freight operations.

Airservices Australia – provides services to national air transport including air traffic control and navigation facilities, as well as airport firefighting services.

Albury Wodonga Development Corporation – facilitates an orderly sale of the corporation's assets, in particular land development holdings.

Australian Maritime Safety Authority – provides regulation and oversight of Australian shipping; maritime navigation facilities; and search and rescue services.

Australian National Rail Commission – ceased rail operations and has been wound up.

Civil Aviation Safety Authority – responsible for setting aviation safety standards, registration of aircraft, licensing, and compliance with safety regulations.

National Road Transport Commission – provides advice to Australian governments on road transport issues and reform, including safety, uniformity and environmental policies.

Australian Maritime College – provides education and training for the shipping and fishing industries.

Australian Rail Track Corporation – manages access to the national interstate rail track and infrastructure network, as well as train control services.

Stevedoring Industry Finance Committee – manages residual matters and obligations arising from its former functions to oversee and control the disposal of levies imposed on the stevedoring industry.

Maritime Industry Finance Company Limited – provides financial assistance in connection with the reform and restructuring of the maritime (shipping and stevedoring) industry.

	2000–2001	1999–2000
	\$'000	\$'000
Note 26 – Financial Assets (continued)		
<i>Note 26D – Administered Accrued Revenue</i>		
Interest	1 726	2 180
Taxes, fees and fines	5 282	5 204
Oil Pollution Fund	9 708	-
Total	16 716	7 384

Note 27 – Non-Financial Assets

Note 27A – Administered Land and Buildings

Land – at valuation (30 June 1999)	42 500	42 500
Land – at valuation (30 June 2000)	11 919	12 387
Land – at valuation (30 June 2001)	400	-
Total Land	54 819	54 887
Buildings on freehold land – at cost	439	200
	439	200
Buildings on freehold land – at valuation (30 June 1998)	19	19
Accumulated depreciation	-	-
	19	19
Buildings on freehold land – at valuation (30 June 2000)	13 364	13 518
Accumulated depreciation	(349)	-
	13 015	13 518
Buildings on freehold land – at valuation (30 June 2001)	1 502	-
Accumulated depreciation	-	-
	1 502	0
Total Buildings	14 975	13 737
Total Land and Buildings	69 794	68 624

Revaluations were made as at 30 April 2001 in accordance with the progressive revaluation policy stated at Note 2, and were completed by an independent valuer, Mr J Harvey (AAPI) (VAL) (P&M), of the Valuer General's Office. A revaluation decrement of \$318 000 for land and buildings was transferred to the asset revaluation reserve. (1999–2000: increment of \$7 897 109)

Note 27B – Administered Infrastructure, Plant and Equipment

Infrastructure, plant and equipment – at cost	12	12
Accumulated depreciation	(11)	(8)
Total infrastructure, plant and equipment	1	4

	2000–2001 \$'000	1999–2000 \$'000
Note 27 – Non-Financial Assets (continued)		
Note 27C – Administered Intangibles		
Intangibles – phosphate mine licence – at valuation (30 April 2001)	5 000	7 750
Accumulated depreciation	(42)	(739)
Total intangibles	4 958	7 011
Revaluations were made as at 30 April 2001 in accordance with the progressive revaluation policy stated at Note 2, and were completed by an independent valuer, Mr J Harvey (AAPI) (VAL) (P&M), of the Valuer General's Office. A revaluation increment of \$2 750 000 for Intangibles was transferred to the asset revaluation reserve.		
Note 27D – Other Administered Assets		
Prepayments:		
National Highway and Roads of National Importance Program	72 576	73 020
Road Safety Blackspot Program	6 807	5 084
Roads to Recovery Program	116 339	-
Alice Springs to Darwin Railway	55 000	-
Regional Solutions	6 002	-
Canberra Airport Upgrade	5 625	-
Local Government Incentive Program	3 286	-
Other prepayments	870	12 633
	266 505	90 737
Note 28 – Administered Liabilities		
Note 28A – Other Administered Payables		
Goods and services	16 627	6 844
Unearned income	269	-
Appropriation Payable for GST	1 462	-
	18 358	6 844
Note 28B – Administered Grants Payable		
Private Institutions	247	-
State and Territory governments	8 445	21 581
Local governments	-	72
	8 692	21 653
Note 29 – Transitional Adjustments		
Corrections made to amounts previously recognised as assets and liabilities:		
Cash at bank	-	(524)
Assets transferred from the Department to the Commonwealth	-	6 158
Assets identified during stocktakes	-	4 098
Write back of loan from OPA for on-lending	-	-
Recognise prepayment for grants	-	-
Total	0	9 732

Note 27 – Non-Financial Assets (continued)

Note 27E – Analysis of Property, Infrastructure, Plant, Equipment and Intangibles – Administered

TABLE A – Movement Summary 2000–2001 for all assets irrespective of valuation basis

Item	Land	Buildings	Total land and buildings	Infrastructure, plant and equipment	Intangibles	TOTAL
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Gross value as at 1 July 2000	54 887	13 737	68 624	12	7 750	76 386
Additions	-	1 837	1 837	-	-	1 837
Revaluations: write-ups/(downs)	(68)	(250)	(318)	-	(2 750)	(3 068)
Write-offs	-	-	-	-	-	-
Disposals	-	-	-	-	-	0
Gross value as at 30 June 2001	54 819	15 324	70 143	12	5 000	75 155
Accumulated depreciation/amortisation as at 1 July 2000	n/a	-	-	8	739	747
Depreciation/amortisation charge for assets held 1 July 2000	n/a	368	368	3	349	720
Depreciation/amortisation charge for additions	n/a	4	4	-	-	4
Revaluations	n/a	(23)	(23)	-	(1 046)	(1 069)
Write-offs	n/a	-	0	-	-	0
Disposals	n/a	-	0	-	-	0
Accumulated depreciation/amortisation as at 30 June 2001	n/a	349	349	11	42	402
Net book value as at 30 June 2001	54 819	14 975	69 794	1	4 958	74 753
Net book value as at 1 July 2000	54 887	13 737	68 624	4	7 011	75 639

TABLE B – Summary of balances of assets held at valuation as at 30 June 2001

Item	Land	Buildings	Total land and buildings	Infrastructure, plant and equipment	Intangibles	TOTAL
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
As at 30 June 2001						
Gross value	400	1 502	1 902	-	5 000	6 902
Accumulated depreciation /amortisation	n/a	-	-	-	(42)	(42)
Net book value	400	1 502	1 902	-	4 958	6 860
As at 30 June 2000						
Gross value	12 387	13 518	25 905	-	-	25 905
Accumulated depreciation /amortisation	n/a	-	-	-	-	-
Net book value	12 387	13 518	25 905	-	-	25 905

Note 30 – Administered Equity

Item	Capital		Accumulated Results		Administered Investments Reserve		Asset Revaluation Reserve		Total Reserves		TOTAL EQUITY	
	2000–2001	1999–2000	2000–2001	1999–2000	2000–2001	1999–2000	2000–2001	1999–2000	2000–2001	1999–2000	2000–2001	1999–2000
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Balance 1 July	10 569	8 388	676 253	621 201	1 245 637	1 245 637	21 425	13 530	1 267 062	1 259 167	1 953 884	1 888 756
Injection of Capital	359	2 181	-	-	-	-	-	-	-	-	359	2 181
Net change in Administered net assets from operations	-	-	(188 009)	250 252	-	-	-	-	-	-	(188 009)	250 252
Amount to Official Public Account	-	-	(283 316)	(204 932)	-	-	-	-	-	-	(283 316)	(204 932)
Transitional adjustments	-	-	-	9 732	-	-	-	-	-	-	0	9 732
Transfers to/(from) reserves	-	-	340 531	-	(340 531)	-	-	-	(342 530)	7 895	-	-
Net Revaluation Increments/Decrements	-	-	-	-	-	-	(1 999)	7 895	-	-	(1 999)	7 895
Balance 30 June	10 928	10 569	545 459	676 253	905 106	1 245 637	19 426	21 425	924 532	1 267 062	1 480 919	1 953 884

Refer to Note 25 in relation to Transitional adjustment

	2000–2001 \$'000	1999–2000 \$'000
Note 31 – Cash Flow Reconciliation		
Reconciliation of Cash per Schedule of Administered Assets and Liabilities to Statement of Administered Cash Flows		
Cash at year end per Statement of Cash Flows	529	24 458
Schedule of Administered Asset and Liability items comprising above cash: 'Financial asset-Cash'	529	24 458
Reconciliation of 'Net change in administered net assets' from Schedule of Administered Revenues and Expenses to net cash provided by operating activities:		
Net increase/(decrease) in administered net assets after transfers between administered functions	(473 324)	45 320
Cash to OPA (relates to Financing Activities)	51 358	-
Depreciation	723	632
Net write down of assets	544 859	390
(Profit)/Loss on sale of property, plant and equipment	-	51
Other revenue (discovered assets)	(1 152)	-
<i>Changes in assets/liabilities:</i>		
Increase/(Decrease) in supplier provisions and payables	(31 089)	59 429
(Increase)/Decrease in prepayments	(175 766)	(11 028)
(Increase)/Decrease in accrued revenue	(9 332)	(320)
(Increase)/Decrease in receivables	68 954	(83 826)
Net cash from operating activities	(24 769)	10 648
Note 32 – Transfers to Official Public Account		
Cash transfers	230 981	154 293
Non-cash transfers	52 335	50 639
Transfers to Official Public Account	283 316	204 932

Note 33 – Remote Contingencies

Guarantees

Tripartite Deed relating to the sale of Core Regulated Airports

Tripartite Deeds apply to the 12 Core Regulated Airports (Sydney, Melbourne, Brisbane, Perth, Canberra, Coolangatta, Townsville, Adelaide, Hobart, Launceston, Darwin and Alice Springs). The Tripartite Deeds between the Commonwealth, airport lessees and lessee's financiers provide for the Commonwealth to usurp control as airport operator in defined circumstances. The Deeds also provide protection to secured financiers where a lease termination event occurs.

The potential liability of the Commonwealth would vary considerably with the specific factors leading to a lease termination. If the Commonwealth entered into possession of an airport site it could seek to recover its costs from a number of sources, including airport revenues, the Airport lessee company and potentially, from the financiers themselves.

Where the Commonwealth takes action to terminate the Airport Lease, secured financiers can recover their loans from funds obtained by the Commonwealth from reselling the airport lease. If not resold, the Commonwealth and the financiers are to obtain a valuation of the airport lease that will set the basis for a repayment of financier's loans by the Commonwealth.

State and Territory Governments

The following borrowings have been guaranteed by the Commonwealth in respect of State and Territory Governments.

Borrower	Legislation Authorising Guarantee	Principal Covered by Guarantee	Balance Outstanding 2000–01	Balance Outstanding 1999–2000
		\$	\$	\$
	<i>Northern Territory</i>			
	<i>(Self-Government)</i>			
Northern Territory Government	<i>Act 1978 s47A</i>	148 100 000	142 100 000	153 433 100

Maritime Industry Reform

On 18 August 1998 the Commonwealth provided a guarantee to cover borrowings made by the Maritime Industry Finance Company (MIFCo) to finance redundancy related payments in the stevedoring and maritime industries. MIFCo's borrowing facility, negotiated with its bankers, was \$220 million, of which approximately \$193 million had been drawn down as at 31 March 2000. The *Stevedoring Levy (Collection) Act 1998* has been amended to increase the expenditure cap in the Legislation from \$250 million to \$300 million.

Note 33 – Remote Contingencies (continued)

Indemnities

Maritime Industry Finance Company Limited – board members’ indemnity

Indemnities for MIFCo board members have been provided to protect against civil claims relating to employment and conduct as directors of MIFCo. These indemnities are unquantifiable and no expiry date has been set.

National codes of practice for railways – Industry Advisory Committee

Under an Inter-Governmental Agreement on Rail Operational Uniformity, an advisory committee has been formed to provide advice to the Australian Rail Operations Unit on all aspects of the development and implementation of uniform operational codes for the defined interstate rail network. The Commonwealth indemnifies members of the Advisory Committee as if they were Commonwealth employees. It is not possible to quantify liability risk.

Note 34 – Act of Grace Payments and Waivers and Defective Administration Scheme

One Act of Grace Payment was made during the reporting period.	\$100 000	\$10 000
No waivers of amounts owing to the Commonwealth were made pursuant to subsection 34(1) of the <i>Financial Management and Accountability Act 1997</i> .	-	-
No waivers of amounts owing to the Commonwealth were made pursuant to the acts administered.	-	-
No payments were made under the Defective Administration Scheme during the reporting period.	-	-

Note 35 – Appropriations

Note 35A – Administered Appropriations Annual Appropriations for Administered Expense Items – 2000–2001

OUTCOME – LINKING AUSTRALIA THROUGH TRANSPORT AND REGIONAL SERVICES

	Administered Expense		Other Administered Expense		Specific Purpose Payment Expenses	
	2000–01 \$'000	1999–00 \$'000	2000–01 \$'000	1999–00 \$'000	2000–01 \$'000	1999–00 \$'000
Appropriation Acts credits						
Basic appropriations specified Acts 1/2 (budget)	234 431	114 171	-	145 937	59 414	29 555
Basic appropriations specified Acts 3/4	57 254	23 562	-	26 406	315	44 750
Total Current Appropriation Acts	291 685	137 733	-	172 343	59 729	74 305
<i>Add: FMA Act</i>						
s30A appropriations (GST recoverables)	6 445	-	-	-	506	-
Total appropriated in the year	298 130	137 733	-	172 343	60 235	74 305
Less: amounts lapsed by Ministerial determination ¹	(85 783)	(29 337)	-	(35 691)	(2 253)	(25 404)
Balance available at 1 July brought forward from previous year	1 183	-	4 928	-	-	-
Total appropriations available for payment	213 530	108 396	4 928	136 652	57 982	48 901
Payments during the year	(203 150)	(107 213)	(4 785)	(131 724)	(57 424)	(48 901)
Balance of appropriations carried to next period	10 380	1 183	143	4 928	558	-

¹ The Appropriations lapsing figure is an estimation made at financial year end.

Annual Appropriations for Administered Capital Items – 2000–2001

	2000–01 \$'000	1999–00 \$'000
Appropriation Acts No 2 & 4		
Section 10 – Act No 2 (Budget)	3 500	2 100
Section 10 – Act No 4	29	9 200
Total appropriated in the year	3 529	11 300
Balance available at 1 July brought forward from previous period	316	0
Total appropriations available for payment	3 845	11 300
Payments during the year	(614)	(10 274)
Balance unspent	3 231	1 026
Appropriations lapsing¹	(61)	(710)
Balance of appropriations carried to next period	3 170	316

¹ The Appropriations lapsing figure is an estimation made at financial year end.

Note 35 – Appropriations (continued)**Note 35B – Special Appropriations***Expenditure under Special Appropriations for Administered Items–2000–2001*

Special Appropriation (Act)	2000–01	1999–00
	\$'000	\$'000
<i>Australian Land Transport Development Act 1988</i>		
Budget	875 707	807 101
Actual Expenditure	(875 443)	(855 893)
<i>Interstate Road Transport Act 1985</i>		
Budget	27 100	20 000
Actual Expenditure	(26 570)	(21 805)
<i>Local Government (Financial Assistance) Act 1995</i>		
Budget	1 322 493	1 269 585
Actual Expenditure	(1 322 493)	(1 264 536)
<i>Roads to Recovery Act 2000</i>		
Budget	150 000	-
Actual Expenditure	(150 000)	-
<i>Protection of the Sea (Oil Pollution Compensation Fund) Act 1993</i>		
Budget	5 900	4 600
Actual Expenditure	(13 909)	(5 943)
<i>Stevedoring Levy Collection Act 1998</i>		
Budget	29 940	24 980
Actual Expenditure	(29 940)	(28 259)

	2000–2001	1999–2000
	\$'000	\$'000

Note 35 – Appropriations (continued)

Note 35C – Special Accounts

Special appropriations which are included in the administered financial statements:

Australian Land Transport Development

Legal authority – *Australian Land Transport Development Act 1988*

Purpose – to provide assistance to the States & Territories for land transport upgrading and maintenance, including funding for urban public transport and land transport research.

Balance as at 1 July	2	2
add: appropriations credited during the year	875 443	855 893
Total available funds for expenditure	875 445	855 895
less: expenditure	(875 443)	(855 893)
Appropriations available at year end	2	2

Interstate Road Transport Charges

Legal authority – *Interstate Road Transport Act 1985*

Purpose – to provide for payments to the States or Territories for maintenance and upkeep of roads from registration charges received from vehicles engaged in interstate trade & commerce.

Balance as at 1 July	0	22
add: appropriations credited during the year	26 570	21 805
Total available funds for expenditure	26 570	21 827
less: expenditure	(26 570)	(21 827)
Appropriations available at year end	-	-

Rural Transaction Centres

Legal authority – *Telstra (Further Dilution of Public Ownership) Act 1999*

Purpose – enabling people in rural areas to have access to services and technology that enable them to obtain information or carry out transactions.

Balance as at 1 July	59 097	-
add: appropriations credited during the year	0	61 657
Total available funds for expenditure	59 097	61 657
less: expenditure	(6 225)	(2 560)
Appropriations available at year end	52 872	59 097

	2000–2001	1999–2000
	\$'000	\$'000

Note 35 – Appropriations (continued)

Federation Fund Reserve

Legal authority – *Financial Management and Accountability Act 1997; s20*

Purpose – to fund projects of national significance to mark the Centenary of Federation.

Balance as at 1 July	221 131	230 004
add: appropriations credited during the year	-	-
Total available funds for expenditure	221 131	230 004
less: expenditure	(56 301)	(8 873)
appropriation withdrawn	(20 000)	-
Appropriations available at year end	144 830	221 131

Moneys which are held on behalf of third parties:

Christmas Island Community Benefit Fee

Legal authority – *Financial Management and Accountability Act 1997*

Purpose – for expenditure of moneys received from Christmas Island Resort Pty Ltd as a community benefit fee on projects that benefit the Christmas Island community.

Balance as at 1 July	47	47
add: receipts from third parties	-	-
Available funds for allocation	47	47
less: expenditure	(47)	-
Balance as at 30 June	-	47

Road Safety Research and Public Education

Legal authority – *Financial Management and Accountability Act 1997*

Purpose – to accept funds from public and private sector sources towards the cost of particular projects.

Balance as at 1 July	477	477
add: receipts from third parties	-	-
Available funds for allocation	477	477
less: expenditure	(107)	0
Balance as at 30 June	370	477

	2000–2001	1999–2000
	\$'000	\$'000

Note 35 – Appropriations (continued)

Services for Other Government and Non-Agency Bodies

Legal authority – *Financial Management and Accountability Act 1997*

Purpose – for expenditure in connection with services performed on behalf of other Governments and bodies that are not FMA agencies.

Balance as at 1 July	1 332	1 128
add: receipts from third parties	7 321	1 958
Available funds for allocation	8 653	3 086
less: expenditure	(7 777)	(1 754)
Balance as at 30 June	876	1 332

Other Trust Moneys Reserve

Legal authority – *Financial Management and Accountability Act 1997*

Purpose – for receipt of moneys temporarily held on trust or otherwise for the benefit of a person other than the Commonwealth.

Balance as at 1 July	517	525
add: receipts from third parties	745	1 696
Available funds for allocation	1 262	2 221
less: expenditure	(589)	(1 704)
Balance as at 30 June	673	517

Note 36 – Administered Programmes

Administered Programme Group 1	Actual	
	Revenue	Expenses
Services to Communities Administered on Behalf of the Commonwealth	2000–2001	2000–2001
	\$'000	\$'000
<i>Services to Communities</i>		
Implementation of Noise Amelioration for Adelaide Airport	2 101	1 851
Implementation of Noise Amelioration for Sydney Airport	37 535	37 204
Subsidy for Transition to Location-Specific Pricing for airport control towers	7 000	7 000
Remote Air Services Subsidy Scheme	1 484	1 484
Sydney West Airport – Land Acquisition and Works	165	165
Restructuring of Australian National Railways Commission (AN)	2 509	327 489
Oil Pollution Compensation Fund	13 909	13 909
Rural Communities Program	4 493	4 167
Rural Plan	2 475	4 809
Understanding Rural Australia	726	476
Rural Domestic Violence	109	42
Regional and Rural Development Grant	257	115
Regional and Rural Research Information and Data	77	13
Rural Transaction Centres	-	58 951
Foundation for Rural and Regional Renewal	37	37
Regional Solutions	8 593	2 591
Special Structural Adjustment Package for the South West Forrest Region of WA	-	-
Compensation Payment to SACL for the sale of Sydney Airport land	-	-
Flood Recovery Fund	1 115	954
Flood Assistance Package – Small Business Grants	3 204	3 353
Newcastle Structural Adjustment Fund	735	735
Act of grace payment	100	100
	86 624	465 445
<i>Grants to States/Territories and Local Government</i>		
Road Safety Black Spot Program	40 918	39 194
Local Government Incentive Program	4 046	760
Local Government Development Program	440	625
Local Govt Financial Assistance Grants	1 328 013	1 328 013
Pmt to ACT – Assist water & sewerage services	8 271	8 271
Pmt to ACT – comp National Capital Influence	20 572	20 572
Regional Flood Mitigation Program	6 416	6 874
	1 408 676	1 404 309

Note 36 – Administered Programmes (continued)

Administered Programme Group 2	Actual	
	Revenue	Expenses
Services to Industry Administered on Behalf of the Commonwealth	2000–2001	2000–2001
	\$'000	\$'000
<i>Services to Industry Administered on behalf of the Commonwealth</i>		
International Civil Aviation Organisation – contribution	1 508	1 508
OECD Road Transport – contribution	30	32
International Maritime Organisation – contribution	237	237
National Road Transport Commission	1 239	1 239
Upgrade of Mainline Interstate Railway Track	36 580	46 099
Payments to MIFCo.	475	475
Tasmanian Freight Equalisation Scheme	68 811	68 811
Bass Strait Passenger Vehicle Equalisation Scheme	15 070	15 070
Supermarket to Asia	650	900
Runway upgrade for the Canberra Airport	8 800	3 175
Airport Lessees – Reimbursement of Parking Fines	27	-
	133 427	137 546
<i>Grants to States/Territories and Local Government</i>		
National Highway and Roads of National Importance	834 525	834 925
Interstate Road Transport Fees	26 615	26 615
Tasmanian Rail Track Upgrading	1 000	1 000
Alice Springs to Darwin Rail Link (Non-Federation Fund)	10 000	-
Federation Fund Projects	0	176 090
Upgrade of Rockhampton Airport Runway	6 000	6 000
Roads to Recovery	150 000	33 661
	1 028 140	1 078 291
Grand Total for all Administered Programmes	2 656 867	3 085 591
	(1)	(2)

Items not directly attributable to programmes, but included in the Schedule of Administered Revenues & Expenses:

(1) revenue for depreciation (723)

(2) expenses arising from write off of financial assets (405) & depreciation (723)

Note 37 – Financial Instruments

Note 37A – Terms, Conditions and Accounting Policies

Financial Instrument	Notes	Accounting Policies and Methods (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 Assets			
Cash	31	<p>Financial assets are recognised when control over future economic benefits is established and the amount of the benefit can be reliably measured.</p> <p>Deposits are recorded at their nominal amounts. Interest is credited to revenue as it accrues.</p>	<p>The Department invests term deposits and funds at call with a commercial bank. Monies remaining in the Administered's bank accounts are swept into the Official Public Account nightly and interest is earned on the daily balance at rates based on money market call rates. Rates on these investments have averaged 9% for the year (1999–00: 7%). Interest is paid at month end.</p>
Receivables for goods and services	26B	<p>These receivables are recognised at the nominal amounts due, less any provision for bad and doubtful debts. Collectability of debts is reviewed at balance date. Provisions are made when collection of the debt is judged to be less rather than more likely.</p>	<p>All receivables are with entities external to the Commonwealth. Credit terms are net 30 days (1999–00: 30 days).</p>
Investments	26C	<p>Administered Investment in other Commonwealth agencies are valued at the aggregate of the Commonwealth's share of the net assets or net liabilities of each entity, fixed as at 30 June 1997, as adjusted for subsequent capital injections or withdrawals.</p>	<p>Dividends may be received from investments. Capital repayments are accounted for as a reduction in the carrying value of the investment.</p>
Accrued revenue	26D	<p>Interest is credited to revenue as it accrues. Interest on term deposits is on maturity and overnight deposits is paid quarterly. Dividends from portfolio bodies are recognised when a determination is made by the Minister.</p>	<p>The basis for the payment of dividends is a memorandum of understanding between Ministers.</p>
Loans	26B	<p>Loans are recognised at the amounts lent. Collectability of amounts outstanding is reviewed at balance date. Provision is made for bad and doubtful loans where collection of the loan or part thereof is judged to be not likely. In rare circumstances, loan repayment may be waived. Interest is credited to revenue as it accrues.</p>	<p>Loans are made under contract. No security is generally required. Interest rates are fixed. Loan repayments are generally made annually. Some loan repayments are required bi-annually and loan payments are split between principal and interest.</p>

Note 37 – Financial Instruments (continued)

Financial Instrument	Notes	Accounting Policies and Methods (including recognition criteria and measurement basis)	Nature of Underlying Instrument (including significant terms and conditions)
Financial liabilities		Financial liabilities are recognised when a present obligation to another party arises and the amount of the liability can be reliably measured.	
Trade creditors		Creditors and accruals are recognised at their nominal amounts, being the amounts at which the liabilities will be settled. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced).	All creditors are entities that are not part of the Commonwealth legal entity. Settlement is usually made net 30 days.
Grants Payable	25B	Grant liabilities are measured at nominal value. Grant liabilities are recognised to the extent that: 1) the services required to be performed by the grantee have been performed; or 2) the grant eligibility criteria have been met.	Grant payments are normally required to be made as specified by each individual grant agreement.

Note 37 – Financial Instruments (continued)

Note 37B – Administered Interest Rate Risk

Financial Instrument	Notes	Floating Interest Rate		Fixed Interest Rate				Non-Bearing Interest	Total	Weighted Average Effective Interest Rate			
		00-01 \$'000	99-00 \$'000	1 year or less 00-01 \$'000	1 to 2 years 99-00 \$'000	2 to 5 years 00-01 \$'000	> 5 years 00-01 \$'000			00-01 \$'000	99-00 \$'000	00-01 %	99-00 %
Financial Assets													
Cash	26A	-	-	-	-	-	-	529	24 458	529	24 458	n/a	n/a
Fees Receivables	26B	-	-	-	-	-	-	6 485	6 925	6 485	6 925	n/a	n/a
Loans to State and Territory Govts	26B	-	-	9 617	6 617	20 970	147 240	-	-	184 787	190 364	9.00	7.00
Other loans	26B	-	-	-	-	-	-	-	-	-	-	n/a	n/a
Investments	26C	-	-	-	-	-	-	930 624	1 301 155	930 624	1 301 155	n/a	n/a
Accrued revenues	26D	-	-	-	-	-	-	16 716	7 384	16 716	7 384	n/a	n/a
Total Financial Assets		-	-	9 617	6 617	20 970	147 240	954 354	1 339 922	1 139 141	1 530 286		
Total Assets (Recognised)													
Total Assets										2 140 527	2 140 527		
Financial Liabilities													
Subsidies		-	-	-	-	-	-	129 966	158 146	129 966	158 146	n/a	n/a
Grants	28B	-	-	-	-	-	-	8 692	21 653	8 692	21 653	n/a	n/a
Other	28A	-	-	-	-	-	-	18 358	6 844	18 358	6 844	n/a	n/a
Total Financial Liabilities (Recognised)		-	-	-	-	-	-	157 016	186 643	157 016	186 643		
Total Liabilities										157 016	186 643		
Liabilities not recognised													
Contingencies		-	-	-	-	-	-	-	-	-	-	n/a	n/a
Guarantee to authority		-	-	-	-	-	-	-	-	-	-	n/a	n/a
Other guarantees		-	-	-	-	-	-	-	-	-	-	n/a	n/a
Indemnities		-	-	-	-	-	-	*	*	*	*	n/a	n/a
Total Financial Liabilities (Unrecognised)													
*Unquantifiable													

Note 37 – Financial Instruments (continued)*Note 37C – Net Fair Values of Administered Financial Assets and Liabilities***Financial Assets**

Cash	26A	529	529	24 458	24 458
Receivables	26B	6 485	6 485	6 925	6 925
Loans to State and Territory Govts	26B	184 787	184 787	190 364	128 669
Investments	26C	930 624	930 624	1 301 155	1 301 155
Accrued revenues	26D	16 716	16 716	7 384	7 384

Total Financial Assets

1 139 141	1 139 141	1 530 286	1 468 591
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Financial Liabilities (Recognised)

Subsidies		129 966	129 966	158 146	158 146
Grants	28B	8 692	8 692	21 653	21 653
Other	28A	18 358	18 358	6 844	6 844

Total Financial Liabilities (Recognised)

157 016	157 016	186 643	186 643
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Note 37 – Financial Instruments (continued)***Note 37D – Net Fair Values of Financial Assets and Liabilities****Financial assets*

The net fair values of cash and non-interest-bearing monetary financial assets approximate their carrying amounts.

Financial liabilities

The net fair values of surplus space and lease incentives liabilities are based on discounted cash flows using current interest rates for liabilities with similar risk profiles. (Where the liability is on a floating rate of interest, the method returns the principal amount.)

The net fair values for trade creditors are short-term in nature, and are approximated by their carrying amounts.

Note 37E – Credit Risk Exposure

The Department's maximum exposures to credit risk at reporting date in relation to each class of recognised financial assets are the carrying amount of those assets as indicated in the Statements of Assets and Liabilities.

The Department has no significant exposures to any concentrations of credit risk.

All figures for credit risk referred to do not take into account the value of any collateral or other security.

Part six



Appendices

APPENDIX A: COMMONWEALTH DISABILITY STRATEGY PERFORMANCE REPORTING

APPENDIX B: CONSULTANTS

APPENDIX C: ADVERTISING AND MARKET RESEARCH

APPENDIX D: FREEDOM OF INFORMATION DEPARTMENTAL DOCUMENTS

APPENDIX E: DISCRETIONARY GRANT PROGRAMS

APPENDIX F: AUSTRALIAN TRANSPORT SAFETY BUREAU SAFETY RECOMMENDATIONS

APPENDIX G: INDIAN OCEAN TERRITORIES REPORT 2000–01

APPENDIX A: COMMONWEALTH DISABILITY STRATEGY PERFORMANCE REPORTING 2000–01

DoTRS began implementing the Commonwealth Disability Strategy this year. Through this strategy, we aim to contribute to the Commonwealth Government's desired outcome: 'to fully include people with disabilities in all aspects of community life'.

Divisions identified which roles outlined in the strategy were relevant to the work they perform – that is employer, policy adviser, regulator, provider or purchaser. For Divisions that perform a number of roles, it was agreed that they would use available data to report on their primary role, or the role that has the greatest impact on the lives of people with a disability, with the aim of improving data collection and progressively implementing the strategy across all roles.

Based on their current performance levels, Divisions will formulate goals and actions for 2001–02 to improve access to policies, programs and services for people with a disability.

Policy Adviser Role

To ensure that public announcements of new, revised or proposed policy and program initiatives are readily available in accessible formats for people with disabilities, Divisions followed standard disability-friendly DoTRS formats for putting electronically accessible information on the web.

The Aviation Division encouraged airports and airlines to consider their obligations under the *Disability Discrimination Act 1992* and to participate in modal groups being established to further promote compliance. These activities were pursued through the National Advisory Facilitation Committee.

Regulator Role

In terms of making publicly available information on regulations and quasi-regulations available in disability-friendly formats on the Internet, Airports Division actively pursued opportunities to identify and address electronic information requirements in the following areas: administration of curfews, administration of airport environment officers and airport buildings, controllers, ownership and control of airports, protection of airspace, parking infringement notice scheme and master plans and noise amelioration programs.

To date, regulatory compliance reporting has involved providing details in the performance reporting part of the annual report, which is posted on the Internet in accessible formats appropriate for disabled users.

Purchaser Role

All Divisions followed standard DoTRS formats for purchasing specifications. To date, Divisions have not received any request for tender documentation to be provided in more accessible formats from a person identifying as having a disability.

DoTRS purchases a number of goods and services from Commonwealth, State, Territory and local government agencies, as well as private and public organisations, individuals and community groups. Some of these agencies/organisations are subject to the *Disability Discrimination Act 1992*.

Currently DoTRS formats for purchasing specifications and contract requirements for the purchase of goods and services, as well as standard form consultancy agreements, are compliant with the *Disability Discrimination Act 1992*.

Specifications for the purchase of goods and services used by the Territories Office, Perth, in providing services to the Indian Ocean Territories, are checked for compliance with Commonwealth laws, including the *Disability Discrimination Act 1992*, by the Australian Government Solicitor.

Performance reporting against the purchase contract specifications requested in accessible formats for people with disabilities has been limited to providing the details of contracts in the annual report, which is also provided on the Department's website. No data was collected on the time taken to provide accessible information.

Mechanisms are in place to ensure concerns raised about provider's performance are handled in accordance with the Department's Client Service Charter or the Client Service Charters issued by the Indian Ocean Territories and Jervis Bay Territory Administrations, where relevant. Clients had access to internal and external complaints mechanisms as part of the process.

Employer Role

The Department's employment policies, procedures and practices comply with the *Disability Discrimination Act 1992* and specifically refer to it. For example, the Recruitment Guidelines were reviewed during 2000–01 and include special considerations for people with disabilities. The Workplace Diversity Program includes a provision for modifications to the work environment, under the principles of reasonable adjustment, to accommodate people with identified disabilities. People with identified disabilities are provided with the equipment and furniture necessary to do their jobs. The Leadership Program and Respecting Your Colleagues (DoTRS Workplace Discrimination and Harassment Guidelines) both raise awareness of the Act and its requirements. There were no complaints or grievances made by people with disabilities in relation to employment practices.

As part of the Department's online strategy, recruitment information was posted on the Internet in a timely fashion and in formats appropriate for disabled users. No requests were received within the year for specific accessible formatted information. In addition, the Department's recruiters and managers are provided with information on reasonable adjustment and apply the principle of reasonable adjustment on a case by case basis.

Employees with disabilities attending the Department's training and development programs, which are mainly provided externally, indicate what arrangements are needed to meet their requirements. Both the Workplace Discrimination and Harassment Contact Officer Training and

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the Workplace Diversity Group meetings address disability issues. Furthermore, the development of the new Workplace Diversity Program has included involvement of, and consultation with, people with disabilities.

There are in place complaint/grievance mechanisms to address concerns raised by employees. DoTRS is very conscious of the

need to address emerging problems so that they do not proceed to the grievance stage. However, all officers have access to external mechanisms such as the Employee Assistance Program and the Merit Protection & Review Agency if matters cannot be resolved internally. No complaints/grievances involving disability issues have been recorded during 2000–01.

APPENDIX B: CONSULTANCY SERVICES

The list below details consultants engaged during the 2000–01 financial year with a contract price of \$10 000 or more. The contract price for consultancies includes an amount for GST.

Key

Method of Selection:

- 1 Advertised publicly
- 2 Selective tender process
- 3 Not advertised because a contract already existed
- 4 Direct selection/sole source
- 5 Joint venture
- 6 Consultants' register/panel

Reasons for employment:

- a Specialist skills not available in DoTRS are required.
- b They bring greater objectivity and independence to the task.
- c Rapid access to the latest technology and experience in its application is needed.
- d Appropriate in-house resources do not exist.
- e DoTRS benefits from their broader experience and practices.
- f Specialist skills can be transferred to departmental staff associated with the project.

Divisions:

- (1) = Airports Division
- (2) = Australian Transport Safety Bureau
- (3) = Aviation Division
- (4) = Business Group and Information Services Group (formerly Corporate)
- (5) = Cross-Modal and Maritime Transport Division
- (6) = Economic Research and Environment
- (7) = Executive Services Group
- (8) = Land Transport Division
- (9) = Regional Services, Development and Local Government Division
- (10) = Territories and Regional Support Division

Consultant	Task	Value (\$)	Method/Reason	Div.
Acumen Alliance	Probity adviser for market testing of legal services.	15 000	2a	(4)
Affleck Consulting Pty Ltd	Production of video relating to Volumes 1–3 of the Codes of Practice for Railways on behalf of the Australian Rail Operations Unit.	34 650	4d	(8)
Alan Kerr	Discovery of papers associated with the history of Australia's Administration of Norfolk Island.	*30 000	4d	(10)
APP Strategic Partners Pty Ltd	Provision of advice on issues relating to the improvement of the performance of Corporate Services.	15 000	4a	(4)
ARRB Transport Research Ltd	Investigate the effect of vibration in heavy vehicles on driver fatigue.	20 432	1ad	(2)

Consultant	Task	Value (\$)	Method/Reason	Div.
ARRB Transport Research Ltd	Impact of climate changes on transport infrastructure.	100 000	4a	(8)
ARRB Transport Research Ltd	National Highway maintenance performance and condition impact on funding – Phase 2.	90 000	4a	(8)
ARRB Transport Research Ltd	National Highway traffic counting audit.	55 000	4a	(8)
Australian Airport Consulting & Technical Services	Provision of aerodrome inspection services and technical advice to Aboriginal and Torres Strait Islander communities in northern Australia.	154 160	2a	(3)
Australian Peak Shippers Association	Advice to small shippers on matters relating to liner shipping services for Australian exports.	20 000	1a	(5)
Blake Dawson Waldron	Legal adviser for market testing of Corporate Services.	200 000	6a	(4)
Capital Agricultural Consultants	Production of regional development policy framework.	22 000	4b	(9)
Carole Helman and Phil Gilmour	Identification of 'national environmental significance' on Crown leasehold land on Norfolk Island.	18 540	4ad	(10)
Centre for International Economics Pty Ltd	Tasmanian Freight Equalisation Scheme key parameters review.	48 339	4af	(5)
CIT Solutions	Diploma of Government Financial Management.	84 200	4a	(4)
CIT Solutions Pty Ltd	Undertake the design and development of a diploma for transport safety investigators.	117 315	2a	(2)
Coffey Geosciences	Water study for the Jervis Bay Leaseholds – Sussex Inlet sites.	44 099	2ad	(10)
Colmar Brunton Social Research	Researchers for Action research project.	** 31 460	4a	(9)
Comte Consulting Pty Ltd	Provision of strategic leadership advice.	50 000	4a	(4)
Corrs Chambers Westgarth	Legal adviser for market testing of legal services.	100 000	6a	(4)
Corrs Chambers Westgarth	Probity Adviser for market testing of all corporate services (excluding legal).	65 000	2a	(4)
Cosgrave & Eastoe Pty Ltd	Independent review of residual assets of Albury-Wodonga Development Corporation.	28 000	2a	(9)
CSI Holdings Pty Ltd (t/a CITEC)	SAP Bureau and administration services.	490 413	3a	(4)
Dacelor	Advice on Jervis Bay and Indian Ocean Territories land related matters.	51 000	4ad	(10)
David Ingle Smith	Cost/benefit analysis resulting from mitigation levee in recent flooding in Tamworth.	10 800	2acd	(10)

Consultant	Task	Value (\$)	Method/Reason	Div.
DBM Australia	Provision of support services to departmental staff as a consequence of the Department's market testing process.	150 000	1a	(4)
Deakin Consulting	Departmental forms online.	30 550	2a	(4)
Deakin KM Pty Ltd	Training/change management strategy study for SAP 4.6 upgrade project.	166 923	2a	(4)
Deloitte Consulting Pty Ltd	SAP general support services.	456 760	3a	(4)
Deloitte Consulting Pty Ltd	SAP 4.6 upgrade implementation services.	957 951	3a	(4)
Deslens Conference & Events Management	Conference logistics for the Northern Australia Forum.	15 000	2a	(9)
Dr Merrelyn Emery	Rural Women's Advisory Council action research project – Scientific and Plain English reports for sites in Victoria, Tasmania, Queensland and Northern Territory.	26 400	4a	(9)
Electronic Trading Concepts	Implementation of mandatory Online Action Plan.	800 000	2a	(4)
Environmental Management Services	Examine the impact of environmental initiatives on the maritime transport sector.	30 000	1a	(5)
Ernst & Young	Review of roles and responsibilities in departmental oversight of Indian Ocean Territories.	62 480	2ab	(10)
Ernst & Young	Output Pricing Review	265 000	2a	(4)
Ernst & Young	Perform the role of business adviser during market testing of corporate services functions.	445 350	2a	(4)
Flagstaff Consulting Group Pty Ltd	Third party audit of proposals for the Hume Highway at Albury-Wodonga.	510 536	4b	(8)
Goninan & Associates Pty Ltd	General professional audit services.	10 000	4a	(7)
Halcrow Group Limited	Independent technical review of draft Codes of Practice for Railways (Volumes 1–3).	23 000	4a	(8)
Hay Group	Provision of a departmental staff survey.	70 000	1a	(4)
HRM Consulting Pty Ltd	Provision of services relating to benchmarking, extraction, analysis and reporting on departmental HR data.	400 000	4a	(4)
JAS-ANZ	Development of accreditation scheme for registered automotive workshops.	36 300	4ad	(8)

Consultant	Task	Value (\$)	Method/Reason	Div.
John Borig & Associates	Analysis of the technical and policy differences between the 12th revision of the 'UN Model Regulations on the Transport of Dangerous Goods' and the 'Australian Dangerous Goods Code, 6th edition'.	18 000	2a	(8)
Kartek Consulting Pty Ltd	Finalise the second consultative draft of the National Rollingstock Code of Practice.	62 952	4a	(8)
KLA Australia Pty Ltd	Corporate Services Review.	164 000	2a	(4)
KLA Australia Pty Ltd	Business process redesign adviser for market testing process.	150 000	2a	(4)
Kleinhardt FGI Pty Ltd	Work associated with collaboration across the north initiative from the Northern Australia Forum.	83 000	2ab	(9)
Local Government Association of NT	Develop Local Agenda 21 plan for Yirrakali (NT) for indigenous community.	27 500	4a	(9)
Luminis Pty Ltd (Adelaide Uni. Road Accident Research Unit)	Undertake a research project to assess the technical feasibility of a protective headband for car occupants.	29 150	4ad	(2)
Maunsell McIntyre Pty Ltd	Investigation of opportunities to reduce freight transport emissions.	93 000	2a	(5)
Maunsell McIntyre Pty Ltd	Study assessing the impact of Intelligent Transport Systems on air quality and greenhouse emissions in Australia.	#145 000.	5a	(8)
Meyrick & Associates Pty Ltd	Provide a quantitative assessment of the benefits and/or cost savings for Australia of maritime transport services liberalisation by significant trading partners.	55 000	1a	(5)
Miles Morgan Australia Pty Ltd	Development of an adult education program for the Indian Ocean Territories.	21 900	2a	(10)
Monash University – Law Faculty	Delivery of aviation law training project in Indonesia.	**56 762	2a	(3)
Morris Consultants	Identify leading practice in strategic planning in Local Government.	49 677	2a	(9)
MXL Consolidated Pty Ltd	Provision of recruitment services for the APS graduate program.	50 000	2a	(4)
Net Impact Publishing	CD-ROM production of Volumes 1–3 of the Draft Codes of Practice.	26 058	4d	(8)
Nil Desperandum Ecological Consultants	Identifying national environmental significance on crown land on Norfolk Island.	18 540	2a	(10)

Consultant	Task	Value (\$)	Method/Reason	Div.
Objective Corporation	Develop the departmental Business Classification Scheme.	210 210	2a	(4)
Peter Kennedy	Assistance with personnel issues.	14 355	4b	(4)
Phil Sochon & Associates Pty Ltd	Scoping study to determine availability of and need for material to be included in a fleet driving safety education materials package.	18 000	1d	(2)
Phoenix Projects Pty Ltd	Undertake a national action research project for the RWAC.	** 71 797	4a	(9)
PPK Environment & Infrastructure Pty Ltd	Road transport strategy options for Bankstown airport.	16 855	2a	(1)
Price Waterhouse Coopers	Undertake a Regulation Impact Statement on the draft Codes of Practice for Railways (Volumes 1 & 3).	83 240	2a	(8)
Price Waterhouse Coopers	Strategic asset management plan.	136 500	2a	(4)
Pryor Knowledge	Preparation of Rural Transaction Centres' operation manual.	22 000	4ad	(9)
PSI Consulting	Assistance with drafting internal service level agreements.	63 630	2a	(4)
*Quantum Market Research	Market test logos, tag lines and advertising concepts (Reg. Aust. Communication Strategy).	117 048	4abd	(9)
Rail Matters Pty Ltd	Provision of assistance to the Australian Rail Operations Unit in finalisation and implementation of uniform Codes of Practice for Railways.	166 000	4a	(8)
SAP Australia Pty Ltd	SAP 4.6 upgrade implementation services.	90 846	3a	(4)
Spiller Gibbins Swan Pty Ltd	Produced business paper, note taking and write up of Northern Australia Forum.	36 000	2a	(9)
Standards Australia International Ltd	An independent writer to review Volume 5 of the Draft Codes of Practice for the Defined Interstate Rail Network.	8 332	4a	(8)
Stollznow Research Pty Ltd	Survey of origins and destinations of passengers on regional routes to Sydney airport.	72 532	2a	(1)
Synapse Agriculture & Resources	Spencer Gulf evaluation.	23 100	2a	(9)
The Allen Consulting Group Pty Ltd	Describe and evaluate overseas policies promoting interconnectivity between players involved in freight logistics tasks.	66 000	1a	(5)
The Allen Consulting Group Pty Ltd	Regulation Impact Statement for the Code of Practice for the Defined Interstate Rail Network, Volume 4: Track, Civil and Electrical Infrastructure.	63 900	2a	(8)

Consultant	Task	Value (\$)	Method/Reason	Div.
The Public Affairs Recruitment Company Pty Ltd	May 2001 Budget process.	49 000	4a	(7)
Thompson Clarke Shipping	Study into Indian Ocean Territories' shipping services.	41 400	2a	(10)
TMG International Pty Ltd	Phase 1 east coast very high-speed train scoping study.	578 606	1a	(8)
Tonkin Engineering Pty Ltd	Roaduser International Report on the Investigation into Heavy Truck Dynamics: Evaluation of Manufacturers' Responses to Recommendations.	19 646	4a	(2)
Transport & Distribution Training Australia	Development of competency based training standards and assessment tools suitable for use with the draft Codes of Practice for Railways.	34 700	4a	(8)
Twyford Consulting	Training for members of the Departmental Consultative Committee.	12 000	2a	(4)
University of Canberra	Review of the DoTRS corporate governance arrangements.	62 000	4c	(7)
University of Western Sydney	Identify barriers to the uptake of Local Agenda 21 by local government.	22 000	4a	(9)
Upton Martin Consulting	Delivery of a Corporate Citizenship Program.	673 000	2a	(4)
Urbis Planning	Develop model for delegation and private certification assessment systems.	27 500	2a	(9)
World Competitive Practices Pty Ltd.	Assessment of DoTRS performance management requirements.	191 500	2a	(4)

* Mr Alan Kerr's consultancy services are engaged for an hourly rate of \$30 per hour with the total annual fee not to exceed \$30 000.

** DoTRS contract used but full amount of consultancy has been paid by AusAID.

* Item also listed in 'Advertising and Market Research' (Appendix C).

Jointly funded by the Australian Greenhouse Office (\$75 000), Environment Australia (\$40 000) and DoTRS (\$30 000).

* Contract terminated. Full value of contract not expanded.

APPENDIX C: ADVERTISING AND MARKET RESEARCH

The particulars of payments of \$1500 or more that DoTRS paid to advertising, market research, polling, direct mail, and media advertising organisations are detailed below. All amounts exclude the GST and have been rounded to the nearest dollar.

Key

- (1) = Airports Division
- (2) = Australian Transport Safety Bureau
- (3) = Aviation Division
- (4) = Business Group and Information Services Group (formerly Corporate)
- (5) = Cross-modal and Maritime Transport (XMT) Division
- (6) = Economic Research and Environment
- (7) = Executive Services Group
- (8) = Land Transport Division
- (9) = Regional Services, Development and Local Government Division
- (10) = Territories and Regional Support Division

Advertising Agencies	Reason	Cost (\$)	Div.
Nil		Nil	
Polling Organisations	Reason	Cost (\$)	Div.
Nil		Nil	
Market Research Organisations	Reason	Cost (\$)	Div.
Toburno Pty Ltd (t/a Taverner Research)	Undertake three national surveys of community attitudes to road safety issues.	159 735	(2)
Quantum Market Research #	Market test logos, tag lines and advertising concepts (Reg. Aust. Communications Strategy).	117 048	(9)

Direct Mail Organisations	Reason	Cost (\$)	Div.
DAS Distribution	Storage and pick 'n' pack services for multi-model safety material.	41 281	(2)
Universal Express	Storage and pick 'n' pack services for multi-model safety material.	53 715	(2)
Universal Express	Delivery services – rural books.	7 399	(9)
Media Advertising Organisations	Reason	Cost (\$)	Div.
AIS Media	Staffing and recruitment advertising in ATSB.	*55 382	(2)
AIS Media	Advertisements seeking tenders for airport environment officer services at leased federal airports.	12 231	(1)
AIS Media	Advertisements seeking tenders for airport environment officer services at leased federal airports.	1 592	(1)
AIS Media	Advertisements seeking tenders for provision of air services to remote areas of Australia.	2 985	(3)
AIS Media	Staffing and recruitment advertising in Aviation Division.	*9 936	(3)
AIS Media	Advertisements seeking tenders for APEC Transportation Working Group projects.	5 656	(5)
AIS Media	Advertising Freight Transport Action Agenda.	9 954	(5)
AIS Media	Staffing and recruitment advertising in XMT Division.	*5 935	(5)
AIS Media	Staffing and recruitment advertising in Land Transport Division.	*5 452	(8)
AIS Media	Advertisement of the National Awards for Innovation in Local Government in the Australian Magazine.	93 027	(9)
AIS Media	Advertising of the Regional Solutions Program.	81 961	(9)
AIS Media	Expressions of interest for Regional Flood Mitigation Program – advertising for year 3.	13 887	(10)
AIS Media	Flood Recovery Fund – central and north NSW and south QLD.	22 237	(10)
AIS Media	Flood Recovery Fund – north coast NSW.	7 099	(10)

Media Advertising Organisations	Reason	Cost (\$)	Div.
AIS Media	Staffing and recruitment advertising in Corporate Division.	*21 125	(4)
AIS Media	Staffing and recruitment advertising in Economic Research & Environment Division.	*9 291	(6)
AIS Media	Staffing and recruitment advertising in the Regional Services, Development & Local Government Division.	*6 193	(9)
AusInfo (DoFA)	Gazettel notices for continuing voyage permits.	14 423	(5)
AusInfo (DoFA)	Gazettel notices for Roads to Recovery Program.	2 300	(8)
Green & Green Group Pty Ltd	Staffing and recruitment advertising in XMT Division.	*900	(5)
Green & Green Group Pty Ltd	Staffing and recruitment advertising in the Regional Services, Development & Local Government Division.	*14 149	(9)
Starcom Worldwide (Australia) Pty Ltd	Advertising seeking tenders for the provision of legal services to DoTRS.		
	Notices placed in national and regional media.	20 929	(4)
Starcom Worldwide (Australia) Pty Ltd	Staffing and recruitment advertising in Airports Division.	*11 486	(1)
Starcom Worldwide (Australia) Pty Ltd	Staffing and recruitment advertising in Economic Research & Environment Division.	*5 321	(6)
Starcom Worldwide (Australia) Pty Ltd	Advertisements seeking tenders for the provision of consultancy services for scoping the very high-speed train project.	6 628	(8)
Starcom Worldwide (Australia) Pty Ltd	Advertising of the Regional Solutions Program.	38 385	(9)
Starcom Worldwide (Australia) Pty Ltd	Advertising for applications for the South-West Forests Structural Adjustment Package.	10 646	(9)
Starcom Worldwide (Australia) Pty Ltd.	Advertisement of applications for air route capacity made by Australian airlines to the International Air Services Commission.	20 092	(3)
Starcom Worldwide (Australia) Pty Ltd.	Staffing and recruitment advertising in Land Transport Division.	*7 860	(8)
Starcom Worldwide (Australia) Pty Ltd.	Advertising extension of the application period for the Flood Assistance Package Business Grant.	4 577	(10)
Starcom Worldwide (Australia) Pty Ltd.	Staffing and recruitment advertising in XMT Division.	*10 954	(5)

*Items are also listed under 'Consultancy Services' (Appendix B).

*Staffing and recruitment advertising amounts have been aggregated and may include payments under \$1500.

APPENDIX D: FREEDOM OF INFORMATION

Departmental Documents

In accordance with section 8 of the *Freedom of Information Act 1982*, a list has been compiled of manuals and other documents used by departmental officers when making decisions or recommendations that affect the public. The list, as at 30 June 2001, is available on request from the FOI coordinator or any office of the Australian Archives.

The following categories of documents are held by DoTRS:

- briefing papers and submissions prepared for Ministers, Parliamentary Secretary, Cabinet and Executive Council
- documents relating to the development of legislation
- internal administration documents
- environmental impact statements
- codes of practice
- ministerial responses to parliamentary questions, interdepartmental and general correspondence and papers
- policy documents, recommendations and decisions
- program, fund and grant administration papers
- legal documents, including legislation, contracts, leases and court documents
- business papers, briefing notes and meeting records for committees and conferences which DoTRS services or in which it participates
- technical maps, charts, photographs, drawings and specifications, manuals,

statistics, databases and geographical information systems

- registers of documents, approvals, exemptions, permits and licences
- service delivery arrangements
- documents prepared by international agencies
- international treaties, memoranda of understanding and international conventions
- Standards Australia guidelines for road design, signage and technical benchmarks
- communiqués of the Australian Transport Council
- records of approvals relating to compliance plates and vehicle imports
- vehicle safety recalls
- birth, death and marriage records (non-self-governing Territories only)
- motor vehicle registry records (non-self-governing Territories only).

Functions and Decision-making Powers

The organisation and functions of DoTRS are described in Part 2 of this report.

Certain officers exercise delegated decision-making powers and advise the Minister on the exercise of powers in relation to the following:

- the investigation of air safety occurrences and safety deficiencies
- the investigation of marine incidents
- air navigation
- air navigation and fuel spillage
- aviation security
- aircraft noise
- airports

- airport curfews
- Australian land transport development
- motor vehicle standards
- Commonwealth explosives
- interstate road transport
- maritime
- coastal trade
- ships capital grants
- stevedoring levy
- trade practices, Part X
- local government
- self-governing Territories
- non-self-governing Territories
- public service employment
- financial management and accountability
- archives
- freedom of information.

Arrangements for Outside Participation

DoTRS welcomes views and comments from members of the public and bodies outside the Commonwealth on its policy formulation and administration of portfolio legislation. Public consultation is widely practised at varying levels, across many fields of policy and output delivery. Formal participation and consultation are arranged through the following bodies.

Airports

- Sydney Airport Community Forum
- Airport Environment Consultative Committees
- Long-term Operating Plan Implementation Monitoring Committee.

Australian Transport Safety Bureau

- International Civil Aviation Organisation
- Australian Coroners Society Inc.
- Human Factors Advisory Group
- Flight Safety Forums
- The Australian Research Council Key Centre for Human Factors and Applied Cognitive Psychology
- Nuclear Safety Committee Council
- International Air Transport Association
- Australasian Flight Safety Council
- Aircraft Owners and Pilots Association of Australia
- Aerial Agricultural Association of Australia Ltd
- Flag State Implementation Subcommittee of the International Maritime Organisation
- Marine Accident Investigators International Forum
- Rail Safety Consultative Forum
- Austroads Incorporated
- National Road Safety Strategy Panel
- Research Coordination Advisory Group
- Australasia Traffic Policy Forum
- Committee to Advise on Recall and Safety
- Motorcycle Safety Consultative Committee
- Road Safety Black Spot Program Consultative Panels.

Aviation

- Australian Global Navigation Satellite System Coordination Committee
- National Advisory Facilitation Committee
- Aviation Working Group
- International Air Services Conference.

Cross-Modal and Maritime Transport

- Asia–Pacific Economic Cooperation Transportation Working Group
- Australia–Indonesia Development Area Transport Working Group
- *Supermarket to Asia* Council, Transport and Logistics Working Group
- Tradegate Electronic Commerce of Australia Logistics Management Working Group
- Australian Maritime Group
- The Integrated Logistics Network
- Australian Freight Council Network.

Land Transport

- Austroads Incorporated
- Rail Group Industry Advisory Committee
- Technical Liaison Group
- Australian Motor Vehicle Certification Board
- Advisory Committee on the Transport of Dangerous Goods
- Motor Vehicle Environment Committee
- Vehicle Standards Review Advisory Committee
- National Road Transport Commission
- State and Territory road authorities
- Australian Local Government Association.

Regional Services, Development and Local Government

- Local Government Joint Officers Group
- National Awards for Innovation in Local Government – judging panel
- Development Assessment Forum
- Rural Transaction Centres Program Advisory Committee
- Rural Domestic Violence Program Advisory Group
- Regional Solutions Program Advisory Committee
- Commonwealth Working Group on Regional Forums
- Collaboration Across the North Officers Group
- Steering Committee for a forum in the New England and north-west NSW region
- Regional Women’s Advisory Council
- Understanding Rural Australia Advisory Committee
- Prime Minister’s Taskforce on Newcastle
- Eden Region Adjustment Package Advisory Committee
- South-West Forests Adjustment Package Advisory Committee
- Commonwealth/State/Local Government Regional Development Task Force
- Commonwealth/State Planning Officials Group
- Rural Communities Program Advisory Committee.

Territories and Regional Support

- Community Consultative Committees
- Administrators Advisory Committees
- Justice Issues Group
- Wreck Bay Aboriginal Community Council
- Canberra Region Ministerial Forum
- Kingston and Arthur's Vale Historic Area Board of Management.

APPENDIX E: DISCRETIONARY GRANT PROGRAMS

A list of grant recipients can be found at <http://www.dotrs.gov.au/d-index.htm>

Title	Purpose of Grant
<p>Regional Solutions Program* <i>(Regional Services, Development & Local Government Division)</i></p>	<p>The objective of the Regional Solutions Program is to provide assistance to regional, rural and remote areas of Australia to build their capacity to identify and implement opportunities. Communities are encouraged to:</p> <ul style="list-style-type: none"> • have ownership of solutions to local problems; and • achieve self-sustainability through economic diversification.
<p>Regional and Rural Development Grant* <i>(Formerly: Rural Development Centre Grant)</i> <i>(Regional Services, Development & Local Government Division)</i></p>	<p>Provide better understanding of socioeconomic change in regional Australia.</p>
<p>Rural Communities Program* <i>(Regional Services, Development & Local Government Division)</i></p>	<p>The aim of the Rural Communities Program (RCP) is to strengthen regional and rural Australia by encouraging diverse, dynamic and self-reliant rural communities. The RCP provided funding for a range of projects including:</p> <ul style="list-style-type: none"> • community planning • financial counselling • information services technology • community development • information provision • projects of national significance. <p>DoTRS has prime carriage of the program, with the Department of Agriculture, Fisheries and Forestry – Australia responsible for the financial counselling component.</p>

DISCRETIONARY GRANTS (CONTINUED)

Title	Purpose of Grant
Understanding Rural Australia Program* <i>(Regional Services, Development & Local Government Division)</i>	The Understanding Rural Australia Program focuses on understanding, supporting and managing the socioeconomic changes in rural and regional communities. Initiatives supported under this program are aimed at progressing the technique and processes that foster sustainable community development.
ATSB Road Safety Research Program <i>(Australian Transport Safety Bureau)</i>	Under the ATSB Road Safety Research Program, discretionary grants are paid to various recipients for road safety research projects.
Other Safety Grants Program <i>(Australian Transport Safety Bureau)</i>	The Other Safety Grants Program includes discretionary Commonwealth sponsorships and contributions towards national road safety seminars and conferences.

*also an administered program

In addition to the Department's discretionary grant programs, the Minister approved payments to the States and Territories under the following Acts:

- *Australian Land Transport Development Act 1998*
- *Stevedoring Levy (Collections) Act 1998*
- *Roads to Recovery Act 2000.*

Payments made in respect of these Acts are the subject of separate reports to Parliament.

APPENDIX F: STATUS OF SAFETY RECOMMENDATIONS ISSUED BY THE AUSTRALIAN TRANSPORT SAFETY BUREAU IN 2000–01 AVIATION

Recommendations issued during the course of an investigation deal with the immediate safety of flight issues and are prefixed with the letters IR to indicate an interim recommendation. Recommendations usually incorporated in a final report are prefixed with the letter R.

Under existing memoranda of understanding, both CASA and Airservices Australia have agreed to respond to the ATSB within 60 days of the date of issue of any safety recommendations. No other organisations are obliged to respond to ATSB safety recommendations. The ATSB issued 73 recommendations and has received 51 responses, of which 23 have been accepted and nine have yet to be assessed.

The status of the following recommendations is:

- open, indicating that the ATSB is continuing to monitor actions to address the recommendations;
- closed, indicating that the implementation of the recommendation will not be pursued; or
- no response had been received from the organisation targeted by the recommendation at 30 June 2001.

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20000042				
The ATSB recommends that Raytheon Aircraft review the Engine Bleed-Air Warning System post-maintenance procedures to include a functional system test to verify that the failure warning correctly annunciates the failed system.	22-Dec-2000	Raytheon Aircraft	20-Feb-2001	No response received at 30 June 2001
R20000043				
The ATSB recommends that Raytheon Aircraft ensure some positive means of preventing the possibility of system cross-connection of the bleed air failure pressure transmitters.	22-Dec-2000	Raytheon Aircraft	20-Feb-2001	No response received at 30 June 2001
R20000044				
The ATSB recommends that the United States Federal Aviation Administration monitor the aircraft manufacturer to ensure that this [R20000043] safety deficiency is addressed.	22-Dec-2000	United States Federal Aviation Administration	20-Feb-2001	No response received at 30 June 2001

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20000096 The ATSB recommends that CASA review the assessment process for the issue of a radiotelephone operator certificate of proficient or equivalent, as specified by Civil Aviation Regulations subregulation 83A(2) and subregulation 83E(1)(a), and establish competency standards for those applicants for whom English is a second language, especially in respect of a candidate's ability to effectively communicate and comprehend traffic information.	08-Sep-2000	CASA	07-Nov-2000	Open
R20000115 The ATSB recommends that Mobil Oil Australia review its understanding of process interrelationships and of its ability to control processes when considering planned and unplanned changes to a process within a refinery unit.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000116 The ATSB recommends that Mobil Oil Australia review and clarify its procedures for managing refinery units during abnormal operations.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000117 The ATSB recommends that Mobil Oil Australia review its processes for assessing the reliability of individual components within a refinery and their potential to contribute to undesired outcomes.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000118 The ATSB recommends that Mobil Oil Australia review its procedures to ensure that in safety critical areas, decisions are fully implemented and progress in following up recommendations and implementing decisions is regularly reported and reviewed.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000119 The ATSB recommends that Mobil Oil Australia establish, as a part of its management of change process, a mechanism for systematically identifying undesirable outcomes that should be considered in hazard or risk assessment processes.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000120 The ATSB recommends that Mobil Oil Australia review the effects, as contaminants of the end product, of all chemicals that could be in the process stream, with particular attention to process chemicals that are introduced during the manufacturing process. As part of the hazard assessment processes, the review should include the expected products of reaction as possible contaminants of the end product.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*

3 Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20000121 The ATSB recommends that Mobil Oil Australia develop quality assurance processes comprising practical validation of end products to ensure that they are not inadvertently rendered hazardous.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000122 The ATSB recommends that Mobil Oil Australia review its processes for managing the contractual arrangements for contracts that have the potential to significantly affect its fuel quality and safety objectives.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000123 The ATSB recommends that Mobil Oil Australia review the effectiveness of its processes to ensure that it fulfils the requirements of its accredited quality assurance system, including its processes for the management of contractual relationships.	30-Mar-2001	Mobil Oil Australia	29-May-2001	No response received at 30 June 2001*
R20000124 The ATSB recommends that the American Society for Testing and Materials include a description of the limitations of applicability of standard D910-97 in the scope of the standard.	30-Mar-2001	American Society for Testing and Materials	29-May-2001	No response received at 30 June 2001
R20000125 The ATSB recommends that the Defence Evaluation and Research Agency (UK) include a description of the limitations of applicability of Defence Standard 91-90 issued 8 May 1996, in the scope of the standard.	30-Mar-2001	Defence Evaluation and Research Agency (UK)	29-May-2001	No response received at 30 June 2001
R20000126 The ATSB recommends that the American Society for Testing and Materials review standard D910-97 in relation to the maximum permissible quantities of undesired compounds in Avgas, either individually or collectively.	30-Mar-2001	American Society for Testing and Materials	29-May-2001	No response received at 30 June 2001
R20000127 The ATSB recommends that the Defence Evaluation and Research Agency (UK) review Defence Standard 91-90 issued 8 May 1996, in relation to the maximum permissible quantities of undesired compounds in Avgas, either individually or collectively.	30-Mar-2001	Defence Evaluation and Research Agency (UK)	29-May-2001	No response received at 30 June 2001
R20000128 The ATSB recommends that the American Society for Testing and Materials develop and promulgate definitions for necessary physical and chemical properties of aviation fuels that are not currently defined, whether these are expected to be tested as a part of batch specification or not.	30-Mar-2001	American Society for Testing and Materials	29-May-2001	No response received at 30 June 2001

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20000129 The ATSB recommends that the Defence Evaluation and Research Agency (UK) develop and promulgate definitions for necessary physical and chemical properties of aviation fuels that are not currently defined, whether these are expected to be tested as a part of batch specification or not.	30-Mar-2001	Defence Evaluation And Research Agency (UK)	29-May-2001	No response received at 30 June 2001
R20000130 The ATSB recommends that CASA identify and adopt an appropriate specification for each grade of fuel that is approved for use in Australia, or in aircraft on the Australian civil register.	30-Mar-2001	CASA	29-May-2001	No response received at 30 June 2001
R20000131 The ATSB recommends that CASA, either by itself or in cooperation with other organisations, develop a process to satisfy itself that fuel that is fit for purpose is consistently supplied to aircraft.	30-Mar-2001	CASA	29-May-2001	No response received at 30 June 2001
R20000132 The ATSB recommends that CASA develop appropriate lines of communication to ensure that it is made aware in a timely manner of information relating to the management of situations related to fuel quality that could affect the safety of flight.	30-Mar-2001	CASA	29-May-2001	No response received at 30 June 2001
R20000133 The ATSB recommends that CASA ensure that prior to any significant devolution or change in regulatory process, appropriate measures are taken to ensure that aviation safety is not diminished.	30-Mar-2001	CASA	29-May-2001	No response received at 30 June 2001
R20000181 The ATSB recommends that CASA mandate the fitment and use of an Airborne Collision Avoidance System in all aircraft with a passenger seating capacity of 10–30 seats engaged in Regular Public Transport operations, and set a timetable for the introduction of such equipment.	24-Apr-2001	CASA	23-Jun-2001	Closed
R20000182 The ATSB recommends that CASA consider the requirement for the fitment and use of a suitable Airborne Collision Avoidance System in aircraft engaged in the carriage of passengers for hire or reward in other than Regular Public Transport operations.	24-Apr-2001	CASA	23-Jun-2001	Closed

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20000183 The ATSB recommends that CASA expand the requirements for the carriage and activation of transponders with the object of maximising the effectiveness of airborne collision avoidance systems.	24-Apr-2001	CASA	23-Jun-2001	Open
R20000184 The ATSB recommends that CASA review the current level of education among all levels of the industry with a view to maximising transponder activation in all airspace.	24-Apr-2001	CASA	23-Jun-2001	Open
R20000186 The ATSB recommends that CASA review its relationship with other regulatory bodies to clarify the limits of their respective regulatory powers and responsibilities with respect to aviation fuels, to ensure that aviation safety issues are effectively regulated.	30-Mar-2001	CASA	29-May-2001	No response received at 30 June 2001
R20000187 The ATSB recommends that Workcover Victoria review its relationship with other regulatory bodies to clarify the limits of their respective regulatory powers and responsibilities with respect to aviation fuels, to ensure that aviation safety issues are effectively regulated.	30-Mar-2001	Workcover Victoria	29-May-2001	No response received at 30 June 2001
R20000198 The ATSB recommends that CASA ensure that any company registered for fare-paying passenger operations has standard operating procedures that are adequate for self-separation assurance.	24-Apr-2001	CASA	23-Jun-2001	Open
R20000199 The ATSB recommends that CASA review its educational program for all levels of pilot licences to improve pilot understanding of separation assurance techniques.	24-Apr-2001	CASA	23-Jun-2001	Open
R20000231 The ATSB recommends that the FAA and JAA review the design requirements for high-capacity aircraft to ensure the integrity of the cabin interphone and PA systems, particularly with respect to cabin/flight deck communications, in the event of runway overruns and other relatively common types of events which result in landing gear and lower fuselage damage.	18-Apr-2001	FAA & JAA	17-Jun-2001	No response received at 30 June 2001

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
<p>R20000234</p> <p>The ATSB recommends that CASA consider the following issues as requirements for operators when developing new emergency procedures training legislation:</p> <ul style="list-style-type: none"> • how flight crew should gather and evaluate relevant information and make a decision regarding which type of emergency response is most suitable; • how cabin crew should communicate with each other and the flight deck in emergency situations (in terms of technique, terminology, and methods to ensure that accurate information reaches the flight deck); • how cabin crew should communicate during an emergency on the ground when there is a loss of PA and interphone communications; • how cabin crew should systematically and regularly identify problematic situations in an aircraft during an emergency (including guidelines on what types of information are most important and ensuring that all areas of the aircraft are examined); • leadership and coordination functions of cabin crew supervisors during an emergency situation – for example, how the supervisors should assess the situation (particularly in circumstances that had not been clearly defined), assign roles and responsibilities amongst the cabin crew and coordinate the gathering and dissemination of information; • how cabin crew should effectively obtain information from passengers concerning safety-related issues; • how cabin crew should effectively use language and assertiveness for crowd control and management of passenger movement towards exits during emergency situations, as well as passenger control outside the aircraft; and • that cabin crew supervisors are provided with appropriate resources to ensure that they can effectively communicate with other areas of the cabin during emergency situations (e.g. providing the supervisor with ready access to an 'assist' crew member at their assigned location). 	18-Apr-2001	CASA	17-Jun-2001	No response received at 30 June 2001
<p>R20000235</p> <p>The ATSB recommends that CASA review the intent of CAO 48 to ensure that operators consider all duties associated with a pilot's employment (including managerial and administrative duties) when designing flight and duty time schedules, and that this requirement is not restricted to situations where there are one or two pilots.</p>	18-Apr-2001	CASA	17-Jun-2001	No response received at 30 June 2001

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20000238 The ATSB recommends that CASA consider widening its existing skill base within the compliance Branch to ensure that CASA audit teams have expertise in all relevant areas, including human factors and management processes.	18-Apr-2001	CASA	17-Jun-2001	No response received at 30 June 2001
R20000239 The ATSB recommends that CASA ensure that all Australian operators of high-capacity jet aircraft have in place procedures and training to ensure flight crews are adequately equipped for operations on wet/contaminated runways.	18-Apr-2001	CASA	17-Jun-2001	No response received at 30 June 2001
R20000249 The ATSB recommends that CASA ensure that Civil Aviation Orders provide for adequate emergency and life-saving equipment for the protection of fare-paying passengers during over-water flights where an aircraft is operating beyond the distance from which it could reach the shore with all engines inoperative.	30-Oct-2000	CASA	29-Dec-2000	Open
R20000300 The ATSB recommends that CASA, in conjunction with Airservices Australia, review the existing airspace model with a view to enhancing conflict recognition and resolution for fare-paying passenger operations to/from non-controlled aerodromes.	24-Apr-2001	CASA	23-Jun-2001	No response received at 30 June 2001
R20010015 The ATSB recommends that CASA consider revising CASA Safety Aircraft Surveillance Report 604 form to require a response date for acquittal of discrepancies.	09-Mar-2001	CASA	08-May-2001	Open
R20010016 The ATSB recommends that CASA consider revising CASA Safety Trend Indicator form to indicate organisational non-acquittal of Aircraft Surveillance Report ASSP 604 forms within the last 12 months.	09-Mar-2001	CASA	08-May-2001	Open

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20010017 The ATSB recommends that the Department of the Treasury review its relationship with other regulatory bodies to clarify the limits of their respective regulatory powers and responsibilities with respect to aviation fuels, to ensure that aviation safety issues are effectively regulated.	30-Mar-2001	Department of the Treasury	29-May-2001	No response received at 30 June 2001
R20010018 The ATSB recommends that the ACCC review its relationship with other regulatory bodies to clarify the limits of their respective regulatory powers and responsibilities with respect to aviation fuels, to ensure that aviation safety issues are effectively regulated.	30-Mar-2001	Australian Competition and Consumer Commission	29-May-2001	No response received at 30 June 2001
R20010019 The ATSB recommends that Consumer and Business Affairs Victoria review its relationship with other regulatory bodies to clarify the limits of their respective regulatory powers and responsibilities with respect to aviation fuels, to ensure that aviation safety issues are effectively regulated.	30-Mar-2001	Consumer and Business Affairs Victoria	29-May-2001	No response received at 30 June 2001
R20010032 The ATSB recommends, where possible, maintenance organisations should avoid performing the same task on each element of critical multiple redundant systems on airline aircraft during the same maintenance visit, whether or not the aircraft is being maintained in accordance with ETOPS requirements.	16-Feb-2001	Maintenance organisations	17-Apr-2001	No response received at 30 June 2001
R20010033 The ATSB recommends that CASA ensure through hours of duty limits, or other means, that maintenance organisations manage the work schedules of staff in a manner that reduces the likelihood of those staff suffering from excessive levels of fatigue while on duty.	16-Feb-2001	CASA	17-Apr-2001	No response received at 30 June 2001
R20010034 The ATSB recommends that CASA ensure that Aircraft Maintenance Engineers and Licensed Aircraft Maintenance Engineers are provided with appropriate recurrent training.	16-Feb-2001	CASA	17-Apr-2001	No response received at 30 June 2001

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
R20010035 The ATSB recommends that maintenance organisations introduce clear error-reporting policies in order to encourage staff to report incidents related to human error. Such policies should set out in advance the consequences which will result should maintenance personnel report that they have made an error.	16-Feb-2001	Maintenance Organisations	17-Apr-2001	No response received at 30 June 2001
R20010036 The ATSB recommends that maintenance organisations ensure that engineering personnel receive regular feedback on maintenance incidents in order to learn from such incidents.	16-Feb-2001	Maintenance Organisations	17-Apr-2001	No response received at 30 June 2001
R20010037 The ATSB recommends that CASA, when conducting surveillance of maintenance organisations, consider the existence of an error reporting policy as a positive safety indicator.	16-Feb-2001	CASA	17-Apr-2001	No response received at 30 June 2001
R20010038 The ATSB recommends that CASA require Aircraft Maintenance Engineers and Licensed Aircraft Maintenance Engineers to undergo appropriate human factors training addressing non-technical performance in areas such as coordination, communication and the management of time pressures.	16-Feb-2001	CASA	17-Apr-2001	No response received at 30 June 2001
R20010039 The ATSB recommends that maintenance organisations ensure that ground equipment, tooling and spares holdings are appropriate, and that there are systems in place to ensure that maintenance equipment is adequately maintained.	16-Feb-2001	Maintenance Organisations	17-Apr-2001	No response received at 30 June 2001
R20010040 The ATSB recommends that CASA, when conducting surveillance of maintenance organisations, ensure that ground equipment, tooling and spares holdings are appropriate, and that there are systems in place to ensure that equipment is adequately maintained.	16-Feb-2001	CASA	17-Apr-2001	No response received at 30 June 2001

Recommendation	Issue Date	Receiving Organisation	Response Due Date	Status of Response
<p>R20010083</p> <p>The ATSB recommends that CASA:</p> <p>(i) require the fitment of approved Wire Strike Protection System kits for all helicopters engaged in low flying activities for which a kit exists; and</p> <p>(ii) that only agricultural spray kits compatible with Wire Strike Protection Systems be approved for fitment to these helicopters.</p> <p>This recommendation was previously issued by BASI as R19950120.</p>	05-Apr-2001	CASA	04-Jun-2001	Open
<p>R20010092</p> <p>The ATSB recommends that CASA take steps to ensure that the continuing airworthiness requirements for Australian registered Class A aircraft are not compromised through any lack of action by the national airworthiness authorities of other countries.</p>	12-Apr-2001	CASA	11-June-2001	Open
<p>R20010093</p> <p>The ATSB recommends that CASA take responsibility to ensure that all service bulletins relevant to Australian registered Class A aircraft are received and assessed for safety of flight implications. The assessment process should ensure that those aspects affecting the safety of flight of Class A aircraft are implemented or mandated as necessary and that appropriate systems are in place to ensure compliance.</p>	12-Apr-2001	CASA	11-June-2001	Open

*Responses have been received in July 2001.

HEAVY VEHICLES

On 2 December 1998, the Minister announced a consultant study to investigate claims of vibration and stability problems from a number of owners of heavy vehicles. Roaduser International conducted the consultancy; its final report was tabled in the Senate on 18 April 2000.

The Minister asked the ATSB to monitor and report on the implementation of the recommendations made in the Roaduser International report. These 16 recommendations, listed at the end of this status report, are divided into three broad categories:

- action to be taken on specific vehicles (recommendations 1, 2, 5 and 10);
- improvements to vehicle design practice and standards (3, 4, 6, 7, 8, 9 and 12); and
- areas of possible further research (11, 13, 14, 15 and 16).

Status summary for action to be taken on specific vehicles (recommendations 1, 2, 5 and 10)

The first set of recommendations was sent to the relevant vehicle manufacturers on 18 April 2000. Vehicle manufacturers, with the cooperation of owners, are the only group able to rectify the identified problems associated with specific vehicles. The current position with regard to the specific vehicles identified in the report is that:

- *Kenworth has provided evidence of testing in order to substantiate its claims that F1 is safe for operational use. This information was*

provided on Friday, 22 December 2000. No substantiation has been received in relation to vehicle F3.

- *The ATSB has written to the current owners of both F4 and F26. A copy of the Roaduser report was sent to them drawing their attention to the recommendations and noting that the ATSB understands they have been contacted by Mack and are satisfied with the way Mack is dealing with the recommendations. The ATSB is awaiting confirmation of this position from the current owners of vehicles F4 and F26.*
- *Ford and Hendrickson have provided technical clarification on how the modifications to F6 have addressed the safety deficiencies identified in the report.*

The ATSB has selected an appropriately qualified consultant to review all evidence provided in response to this first set of the report's recommendations. The ATSB has requested that a final report be provided by mid-July 2001.

Action on improvements to vehicle design practice and standards (recommendations 3, 4, 6, 7, 8, 9 and 12)

These recommendations for improving vehicle design practice and standards will be implemented by manufacturers, as well as regulatory bodies, including the National Road Transport Commission (NRTC), State/Territory authorities and regulatory areas within DoTRS. In addition, they have been sent to the Federal Chamber of Automotive Industries. Progress is continuing with this set of recommendations, which addresses gaps in design and manufacturing knowledge in some areas of vehicle behaviour, including

oversteering, vibration and bump steer. The current status is:

- *The Technical Liaison Group, which includes representatives from manufacturer, industry and regulatory bodies (Commonwealth and State/Territory), considered means of addressing recommendations relating to improvements in vehicle design standards and practices (Recommendations 3, 4, 6, 7, 8, 9, 12) at its meeting of 14 March 2001.*
- *It was agreed that there were areas of commonality between the Roaduser recommendations and measures being considered by the Performance-based Standards (PBS) project currently being undertaken by the NRTC and Austroads. Therefore some of the performance measures and methods of assessment proposed by the PBS project may provide input for the development of possible regulatory or other approaches to address the recommendations. The use of PBS research can be further considered once the next phase of PBS, assessing the current Australian fleet against proposed performance measures, is under way.*

The NRTC will be conducting workshops to obtain feedback from interested parties following the release of proposed performance measures to be used in the PBS.

Areas of possible future research (recommendations 11, 13, 14, 15 and 16)

The third set of recommendations relates to areas of possible further research. These recommendations are being reviewed by DoTRS and will also be the subject of consultation with relevant groups, including the NRTC, Austroads and the Federal Chamber of Automotive Industries. These recommendations have also been drawn to the attention of the House of Representatives Standing Committee on Communications, Transport and the Arts, which is inquiring into fatigue. The current status is:

The ATSB commissioned ARRB Transport Research Ltd to determine the state of knowledge on the extent to which vibration in heavy truck cabs:

- *contributes to driver fatigue and represents a safety hazard; and*
- *constitutes a health hazard to truck drivers.*

The ARRB Transport Research Ltd final report is expected to be published in July 2001.

ROADUSER INTERNATIONAL REPORT RECOMMENDATIONS

Recommendations for action to be taken on specific vehicles (recommendations 1, 2, 5 and 10)

1. Action should be taken to identify and evaluate prime movers which have safety deficiencies similar to those identified for vehicle F6; such deficiencies in handling stability relate principally to drive axle suspension characteristics, but the evaluation process should consider other influences such as steering axle suspension understeer inherent in prime mover designs.
2. Such vehicles, including vehicle F6 and other Ford LT 9513 prime movers fitted with Hendrickson WD-2 460 suspension, should be rectified through appropriate means of mechanical intervention.
5. Action should be taken to advise the owners of prime movers F1, F3, F4 and F26 concerning the test results in relation to increased steering effort required and the need for rectification or restriction to certain types of operation.
10. Action should be taken to advise the owners of prime movers F1, F3, F4 and F6 concerning the ride quality test results and to recommend rectification of the vibration problems. The manufacturers of these vehicles should also be advised of the test results and the recommendation for rectification.

Recommendations on improvements to vehicle design practice and standards (recommendations 3, 4, 6, 7, 8, 9 and 12)

3. Action should be taken to ensure that manufacturers do not build future vehicles that exhibit the non-understeering behaviour identified in this report.
4. The use of regulation or other means should be considered for controlling certain characteristics of suspensions fitted to the drive axles of prime movers, with regard to their influence on handling quality and the maintenance of understeering behaviour in particular.
6. Action should be taken to develop robust front axle bump steer test methods and to develop reliable and predictable means of rectification. The truck maintenance community should be educated concerning the importance of bump steer and appropriate means of assessment and rectification where problems are identified.
7. Prime mover makes and models with inherent geometric bump steer, to a level which makes them unduly sensitive to the fitment of softer front springs, should be identified. Once robust test methods have been defined, the cooperation of all truck manufacturers should be sought to provide test results to a national government agency and to provide advice on rectification. Education material should then be prepared addressing:
 - the safety relevance of undesirable bump steer;
 - recommended test and assessment methods;

- prime mover makes and models with higher propensity to bump steer and sensitivity to modifications;
 - recommended means of rectification, taking into account potential adverse effects on vibration levels; and
 - best maintenance practice to minimise bump steer effects.
8. The use of regulation or other means should be considered to identify and control certain characteristics of suspensions and steering systems fitted to the front axles of prime movers, with regard to their influence on unwanted steering disturbances, and bump steer in particular.
9. Publicity of the drive axle handling deficiencies and front axle disturbance characteristics identified in this study should be undertaken to assist in identifying existing problem vehicles, including those modified in service.
12. In the development of remedial actions, standards, vehicle designs, retrofits and modifications, due attention must be paid to the interaction between vibration and handling, so that actions in one area will not adversely affect performance in the other area. Prime mover manufacturers and vehicle repairers should pay increased attention to the important and sensitive interaction between the front suspension design, excessive ride vibrations and unwanted steering effects, particularly where the steering geometry involves bump steer effects.

Areas of possible future research (recommendations 11, 13, 14, 15 and 16)

11. Joint industry–government action should be launched to develop effective means of contributing to the management of driver health risks in relation to excessive prime mover vibration, including:
- the availability of seat vibration test information in a consistent format; and
 - the development of general guidelines for acceptable vibration measures in a range of operating environments.
13. Given the importance of driver fatigue in truck safety and ongoing research in this area, it is recommended that the relationship between levels of seat vibration, driver fatigue and driving hours be further investigated.
14. Given the importance of improving truck driver occupational health and safety, research should be initiated into the health effects of vibration on truck drivers and the development of standards for acceptable levels of seat vibration, taking into account operating conditions, speed environment, daily exposure and duration of engagement in the particular operating environment.
15. The influence of unwanted steering disturbances, and in particular bump steer and on–centre steering variability, on driver fatigue should be investigated.
16. Research should be carried out to investigate the effects of prime mover handling (from highly understeering through to neutral steering) on ease of steering control and safe operation under all road conditions.

APPENDIX G: INDIAN OCEAN TERRITORIES REPORT 2000–01

Overview

The Federal Government provides funding for the delivery of a wide range of services to the Indian Ocean Territories (IOTs), including public utilities, education, health, and transport. The funding for many of these services would be the responsibility of state government in most other areas of Australia.

In its 1999 report on the IOTs, the Commonwealth Grants Commission examined funding levels for the IOTs. It recommended both a base level of funding and annual mechanisms for determining operating funding levels, taking into account different categories of operating expenses. The Government accepted the Commission's recommendations as a way of ensuring future annual funding levels are determined in a transparent way within the budget context.

The Government also accepted the proposed five-year capital expenditure program of \$88.9 million, recommended by the Commission to bring infrastructure up to mainland standards. The program is being implemented according to the priorities recommended by the Commission. Infrastructure requirements will be reviewed if there is significant population growth.

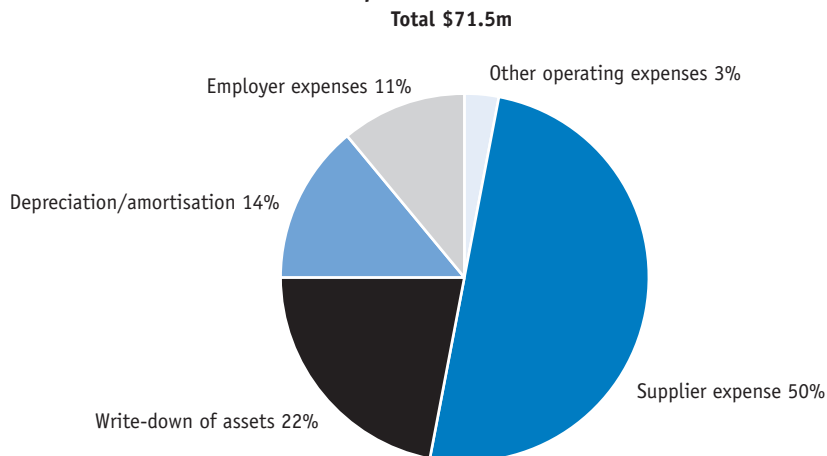
Expenditure and Revenue

In 2000–01 IOT operating expenses totalled \$71.5 million. Approximately 50 per cent of these funds were expended directly on the provision of services to IOT communities.

Most of the services to IOTs are delivered through service delivery agreements (SDAs) with Western Australian State agencies. These SDAs are administered through the Department's Territories Office in Perth. In 2000–01, the Territories Office in Perth administered expenditure of \$22 million on arranging and delivering services to the IOTs.

The day to day activities associated with service delivery and the provision of public utilities (for example water, electricity and

Figure 13 – Indian Ocean Territories Expenses



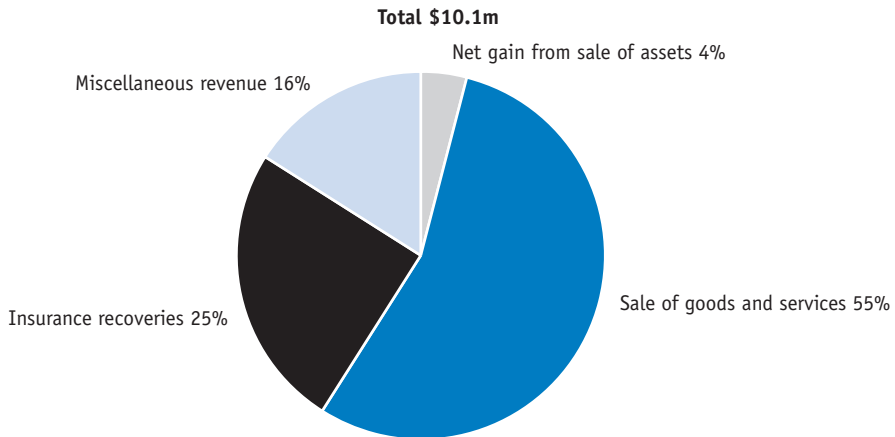
sewerage) is provided by the on-Island Administrations. In 2000–01 approximately \$38 million was expended by the Christmas Island Administration and \$9 million by the Cocos Island Administration.

In addition, around \$13 million was directed to infrastructure projects including, sewerage

treatment works on Cocos Island and electrical reticulation, housing and wharf upgrading on Christmas Island.

The IOTs raised \$10.1 million in revenue in 2000–01.

Figure 14 – Indian Ocean Territories Revenue





Glossary

COMMONWEALTH DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES

Accrual accounting is a system of accounting in which revenues and expenses are recorded as they are earned and incurred, not necessarily when cash is received or paid.

Competitive tendering and contracting (CTC) is the process of contracting out the delivery of government activities previously performed by a Commonwealth agency to another organisation.

Consultants are entities, whether individuals, partnerships or corporations, engaged to provide professional independent and expert advice or services.

Consultancy Services are one particular type of service delivered under a contract for services. They are distinguished from other contracts for services by the nature of the work performed.

dB[A] decibel range that discounts very high and very low frequencies outside the range of human hearing.

Discretionary grants are payments where the portfolio minister or paying agency has discretion in determining whether or not a particular applicant receives funding and may or may not impose conditions in return for the grant.

e-commerce (electronic commerce) or internet commerce uses online electronic technology connected via the internet to assist and enhance a variety of business processes, functions and systems.

e-transport refers to Intelligent Transport Systems and is the application of informed technology to transport operations in order to reduce operating costs, improve safety and maximise the capacity of existing infrastructure.

Human Factors is the systemic analysis of people in their living and working environments. It applies the disciplines of engineering,

ergonomics, psychology, and physiological medicine to improve safety and efficiency through the reduction and management of human error at the personal and organisational level.

Inoperative employee refers to an employee who has been on leave without pay for three months or more.

Market-testing involves the assessment of proposals from public and private sector enterprises for the delivery of services.

Non-ongoing employee is an Australian Public Service employee who is not an ongoing employee.

Ongoing employee is a person engaged as an ongoing Australian Public Service employee under subsection 22(2)(a) of the *Public Service Act 1999*.

Organisational governance is the process by which agencies are directed and controlled.

Outcomes are the results, impacts or consequences of actions by the Commonwealth on the Australian community.

Outputs are the goods or services produced by agencies on behalf of the Government for external organisations or individuals. Outputs include goods and services produced for other areas of Government external to an agency.

Purchaser/provider arrangements are arrangements under which the outputs of one agency are purchased by another agency to contribute to outcomes.

Service charters are public statements about the service a department will provide and what customers can expect from the department.



Acronyms and abbreviations

COMMONWEALTH DEPARTMENT OF TRANSPORT AND REGIONAL SERVICES

4WDs	four-wheel drive vehicles	FOI	freedom of information
A/g	acting	GBE	Government Business Enterprise
ABARE	Australian Bureau of Agriculture Research Economics	GM	General Manager
ACCC	Australian Competition & Consumer Commission	GST	goods and services tax
ADFA	Australian Defence Force Academy	HCA	High Court of Australia
ADRs	Australian Design Rules	HR	human resources
AMSA	Australian Maritime Safety Authority	ICAO	International Civil Aviation Organization
ANAO	Australian National Audit Office	IMO	International Maritime Organisation
APEC	Asia–Pacific Economic Cooperation	IT(&T)	information technology (and telecommunications)
APS	Australian Public Service	JAA	Joint Aviation Authorities [Europe]
ARRB	Australian Road Research Board [Pty Ltd]	MAB	Management Advisory Board
AS	Assistant Secretary	Mercosur	Argentina, Brazil, Paraguay and Uruguay
ASEAN	Association of South-East Asian Nations	MIFCo	Maritime Industry Finance Company Limited
ASSP	Aviation Safety Surveillance Program	NZ	New Zealand
ATC	Australian Transport Council	OASACS	Office of Asset Sales and Commercial Support
ATSB	Australian Transport Safety Bureau	OECD	Organisation for Economic Cooperation and Development
AusAID	The Australian Government's overseas aid program	PAES	Portfolio Additional Estimates Statements
AVGAS	aviation gasoline	PBS	Portfolio Budget Statements
AWA	Australian workplace agreements	PM&C	Department of Prime Minister & Cabinet
BAe	British Aerospace	RASS	Remote Air Service Subsidy
BASI	Bureau of Air Safety Investigation	RtP	Results through People
BTE	Bureau of Transport Economics	SACL	Sydney Airport Corporation Limited
CA	certified agreement	SAP	Systems, Applications, Products [in data processing]
CAO	Civil Aviation Order	SCOT	Standing Committee on Transport
CASA	Civil Aviation Safety Authority	SES	Senior Executive Service
CFO	Chief Finance Officer	STA	Supermarket to Asia
CO ₂	carbon dioxide	UK	United Kingdom
DoTRS	Department of Transport and Regional Services	UN	United Nations
EEO	equal employment opportunity	US	United States [of America]
EL	Executive Level		
ESD	ecologically sustainable development		
ETOPS	extended range operation with twin engine aircraft.		
FAA	Federal Aviation Administration [United States]		
FAS	First Assistant Secretary		



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