The Senate

Foreign Affairs, Defence and Trade Legislation Committee

Annual reports (No. 1 of 2012)

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Preface

Terms of reference

1. The committee is responsible for examining annual reports of departments and agencies within two portfolios: Defence (including the Department of Veterans' Affairs), and Foreign Affairs and Trade.

2. Under Standing Order 25(20), the committee is required to report on annual reports tabled by 31 October each year by the tenth sitting day of the following year, and on reports tabled by 30 April each year by the tenth sitting day after 30 June of that year.

3. This Report on Annual Reports also examines Annual Reports that were tabled after 31 October 2011. The standing order states:

Annual reports of departments and agencies shall stand referred to the committees in accordance with an allocation of departments and agencies in a resolution of the Senate. Each committee shall:

a) Examine each annual report referred to it and report to the Senate whether the report is apparently satisfactory;

b) Consider in more detail, and report to the Senate on, each annual report which is not apparently satisfactory, and on the other annual reports which it selects for more detailed consideration;

c) Investigate and report to the Senate on any lateness in the presentation of annual reports;

d) In considering an annual report, take into account any relevant remarks about the report made in debate in the Senate;

e) If the committee so determines, consider annual reports of departments and budget-related agencies in conjunction with examination of estimates;

f) Report on annual reports tabled by 31 October each year by the tenth sitting day of the following year, and on annual reports tabled by 30 April each year by the tenth sitting day after 30 June of that year;

g) Draw to the attention of the Senate any significant matters relating to the operations and performance of the bodies furnishing the annual reports; and

h) Report to the Senate each year whether there are any bodies which do not present annual reports to the Senate and which should present such reports.

Role of annual reports

4. Annual reports place a great deal of information about government departments and agencies on the public record. Accordingly, the tabling of annual reports continues to be an important element of accountability to Parliament. The information provided in annual reports assists Parliament in the effective examination of the performance of departments and agencies and the administration of government programs. Indeed, as noted in the *Requirements for annual reports*:

> Annual reports serve to inform the Parliament (through the responsible Minister), other stakeholders, educational and research institutions, the media and the general public about the performance of departments in relation to services provided. Annual reports are a key reference document and a document for internal management. They form part of the historical record.
>
> Annual reports and Portfolio Budget Statements (PBSs) are the principal formal accountability mechanisms between government and departments and from departments through (or on behalf of) government to the Parliament.[1]

Assessment of annual reports

5. The annual reports are examined by the committee to determine whether they are timely and 'apparently satisfactory'.[2] The committee considers whether the reports comply with the relevant requirements for the preparation of annual reports of departments and authorities.

6. The requirements are set down in the following instruments:

- for portfolio departments: *Public Service Act 1999*, subsections 63(2) and 70(2), and the *Requirements for annual reports for departments, executive agencies and FMA Act bodies*, Department of Prime Minister and Cabinet, 23 June 2010;
- for Commonwealth authorities and companies: the *Commonwealth Authorities and Companies Act 1997*; in particular, the Commonwealth Authorities and Companies (Report of Operations) Orders 2002; and
- for non–statutory bodies: the guidelines are contained in the government response to the report of the Senate Standing Committee on Finance and Government Operations on Non–statutory Bodies, *Senate Hansard*, 8 December 1987, vol s124, pp. 2643–45 (requirements were modified in 1987).

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1 *Requirements for annual reports for departments, executive agencies and FMA Act bodies*, Department of Prime Minister and Cabinet, 23 June 2010, p. 2. www.dpmc.gov.au/guidelines/index.cfm

2 Refer to Appendix 1 for a table of the reports referred to the committee for scrutiny.

Annual reports considered

7. The annual reports of the following organisations have been examined by the committee:

Defence portfolio

Department of Defence

Defence Materiel Organisation

ASC Pty Ltd

Defence Housing Australia

Army Amenities Company

Foreign Affairs portfolio

Department of Foreign Affairs and Trade

Australian Agency for International Development

Australian Centre for International Agricultural Research

Trade portfolio

Australian Trade Commission

Export Finance and Insurance Corporation

Veterans' Affairs

Department of Veterans' Affairs

Australian War Memorial

General comments on the annual reports

Timeliness in tabling reports

8. Under Senate Standing Order 25(20)(c), the committee must report to the Senate any lateness in the presentation of annual reports.

9. In accordance with the *Requirements for Annual Reports* published in June 2010, agencies are required to present:

> A copy of the annual report...to each House of Parliament on or before 31 October in the year in which the report is given. If Senate Estimates is scheduled to occur prior to 31 October, it is best practice for annual reports to be tabled prior to those hearings.[3]

3 *Requirements for annual reports for departments, executive agencies and FMA Act bodies*, Department of Prime Minister and Cabinet, 23 June 2010, Part 1, section 4.

10. A number of annual reports were tabled late. On 11 October 2011, the Chair of the Australian Military Forces Relief Trust Fund wrote to the Minister for Defence Science and Personnel, Hon Warren Snowdon MP, noting that due to tight timeframes in relation to audit outcomes it would be difficult to ensure that the reports could be printed and ready for tabling. The chairman requested that the minister note that it was intended to have the reports tabled as soon as practicable after 15 October 2011 but no later than 22 November 2011.[4] The report was tabled in the House of Representatives on 21 November 2011 and the following day in the Senate.

11. The Chairman of Trustees for the Royal Australian Air Force Veterans' Residences Trust Fund also wrote to the Minister for Defence Science and Personnel seeking an extension for the lodgement of the Trust's 2010–2011 Annual Report.[5] The report was presented out of sitting on 29 November 2011 and tabled in both houses of Parliament on 7 February 2012. The Chairman of the RAAF Welfare Recreational Company, likewise wrote to the Hon Warren Snowdon MP, indicating that the company was awaiting the release of ANAO's Audit Report and did not expect to meet the reporting requirements under section 36 of the *Commonwealth Authorities and Companies Act 1997*.[6] The report was tabled in the House of Representatives on 21 November 2011 and in the Senate on the following day. For a similar reason, the Chairman of Royal Australian Navy Central Canteens Board wrote to the Minister advising him that due to the late completion of the Audit, the Board would not be able to comply with its reporting obligations and sought an extension until 30 November 2011 for the tabling of its Annual report.[7] The report was tabled in the House of Representatives on 24 November 2011 and in the Senate on 7 February 2012.

12. A table detailing the dates relating to the timeliness of presentation is at Appendix 1. It should be noted that, apart from those referred to above, the annual reports of Defence Housing Australia presented out of sitting on 4 November 2011 and tabled in Parliament on 21 November 2011; the Repatriation Medical Authority was tabled in Parliament on 21 November 2011; the AAF Company report was tabled on 22 November 2011.

Comments made in the Senate

13. The committee is obliged, under Senate Standing Order 25(20)(d), to consider any remarks made about these reports in the Senate. There were no comments in the Senate on any of these reports.

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4 Brigadier Gavan Reynolds to the Hon Warren Snowdon MP, 11 October 2011

5 D.E. Tindal to the Hon Warren Snowdon MP, 6 October 2011.

6 R.P.W. Rodgers CSM to the Hon Warren Snowdon MP 5 October 2011.

7 C.W. Thomas to the Hon Warren Snowdon MP, 30 September 2011.

Matters of significance

14. In accordance with Senate Standing Order 25, the committee is to note any significant matters relating to the operations and performance of the bodies presenting their annual report. The committee found no matters of significance relating to the operations and performance of the bodies presenting their report.

Bodies not presenting annual reports to the Senate

15. The committee is required to report to the Senate each year on whether there are any bodies that do not present annual reports to the Senate and which should present such reports. The committee is satisfied that there are no bodies, within these portfolios, which do not meet their reporting requirements to the Senate.

Standard of reports

16. The committee found all reports to be generally of a high standard. They effectively described the function, activities and financial positions of the various departments and agencies. The committee therefore finds all of the annual reports to be 'apparently satisfactory'.

Chapter 1

Annual reports of departments

Department of Defence

1.1 The Department of Defence Annual Report 2010–11 was tabled in the House of Representatives on 31 October 2011 and in the Senate on 1 November 2011.

Matters relating to the operations and performance of the department

Defence's financial statements

1.2 The committee is required to note any significant matters relating to the operations and performance of the bodies presenting their annual reports. The committee draws attention to the department's financial statements.

1.3 It is mandatory under section 57 of the *Financial Management and Accountability Act 1997* for the annual report to include a copy of the audited financial statements and the Auditor-General's report thereon.

ANAO audit

1.4 The ANAO report for the Department of Defence stated:

> During the final phase of the 2010–11 audit, Defence partially resolved one significant and two moderate audit issues that had been previously identified. The significant audit issue related to MILIS [Military Integrated Logistics Information System] change management; and the two moderate issues related to delays in the rollout of AUC [Assets Under Construction] to General and SME [Specialist Military Equipment] asset classes. In addition, one moderate audit issue relating to the management of EO [Explosive Ordinance] disposal and destruction was resolved. No new moderate issues were identified during the 2010–11 final audit.
>
> At the conclusion of the 2010–11 audit, two significant and twelve moderate audit issues remained outstanding. The majority of these audit issues relate to Defence's inventory and asset management, including supporting IT systems.
>
> An unqualified auditor's report was issued on 16 September 2011.[1]

1.5 The areas where significant or moderate risks remain outstanding in 2010–11 were:

- Inventory and assets management

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1 *ANAO Audit Report No.17 2011–12: Audit of the financial statements of Australian Government Entities for the period ended 30 June 2011*, pp 107–108.

- Management of Specialist Military Assets
- Financial Reporting Framework—Assurance over DMO services
- Defence's financial management information system: ROMAN [Resource and Output Management and Accounting Network]
- Human resource management
- IT general controls environment[2]

Financial reporting framework

1.6 The committee's review of the previous 2009–10 Annual Report referred to seeking evidence of progress on the outstanding matter of management and oversight of service bureau arrangements between Defence and the Defence Materiel Organisation (DMO).

1.7 ANAO noted in its Audit Report No.17 2011–12 that one moderate audit issue had remained outstanding at the completion of the previous 2009–10 audit.

> Defence has advised that, in conjunction with DMO, work is continuing on strengthening and documenting the assurance activities between the two agencies. Defence expects this work to be completed in May 2012.[3]

Strategic Reform Program

1.8 The committee has previously noted the significance of the roll-out of the Strategic Reform Program (SRP). In 2010–11, the SRP moved well into its implementation phase with the achievement of a cost reduction target of $1,016 million for the year.[4] The Secretary and Chief of the Defence Force (CDF) stated in their overview that:

> Over 2010–11, Defence generated Strategic Reform Program savings in excess of one billion dollars and commissioned a review into shared services that will create further opportunities for efficiency. This will fundamentally change the way Defence delivers services and will achieve further savings that can be returned to Government.[5]

1.9 Areas identified in the report where cost reductions were achieved included:

- upgrading and consolidating Defence's ageing Information and Communications Technology (ICT) infrastructure

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2 *Australian National Audit Office, ANAO Audit Report No.17 2011–12: Audit of the financial statements of Australian Government Entities for the period ended 30 June 2011*, pp 109–114.

3 *Australian National Audit Office, ANAO Audit Report No.17 2011–12: Audit of the financial statements of Australian Government Entities for the period ended 30 June 2011*, p. 113.

4 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 7.

5 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 3.

- conversion of military and contract positions into Australian Public Service (APS) positions
- improved demand management of travel, training, professional services and garrison support
- streamlining the maintenance of military equipment
- making contract improvements across a range of support and sustainment services
- changes in the way that financial risk is managed.[6]

1.10 The committee notes that the Minister for Defence announced in May 2011 that the government would implement a second phase of further SRP-related savings that would include reducing the growth of Defence's APS workforce, further shared services reforms, and project management accountability reforms.[7]

Operations

1.11 The Secretary and CDF's overview stated that the 2010–11 financial year represented 'one of the most intense and sustained operational periods in recent history'.[8] Defence conducted 17 operations in 2010–11 ranging from combat deployments overseas to border protection and disaster relief within Australia and the surrounding region.[9]

1.12 The Defence Annual Report outlined Defence's recent activities under Operation SLIPPER, the Australian Defence Force's (ADF) contribution to the North Atlantic Treaty Organisation-led International Security Assistance Force in Afghanistan. Operation SLIPPER represented the most significant operation for the ADF with around 1550 personnel based within Afghanistan and another 800 deployed across the broader Middle East Area of Operations.[10] In 2010–11, the ADF continued mentoring the Afghan National Army's 4th Brigade of the 205th (Hero) Corps to enable it to take on responsibility for security in Uruzgan Province.[11] According to the Annual Report, the key components of the ADF's contribution included the troops in the Mentoring Task Force and Special Operations Task Group; Air Force C-130, P-3 and C-17 Globemaster III aircraft; and logistics, communication and movements personnel within the Middle East.[12]

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6 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 7.

7 Department of Defence, Minister for Defence Materiel, *Media Release*, 'Strategic Reform Program', 6 May 2011.

8 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 2.

9 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 4.

10 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 65.

11 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 65.

12 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 65.

1.13 The report acknowledged the deaths of 11 Australian soldiers on operations in Afghanistan in 2010–11.[13]

1.14 Other overseas operations in 2010–11 included deployments of ADF soldiers to Iraq, Darfur, East Timor, Solomon Islands, Sudan, Israel/Lebanon, Egypt, Japan and New Zealand. Domestic operations included disaster relief efforts in Queensland and Victoria.

Reviews and consultants

1.15 The Secretary and CDF's overview noted the number of reviews into various aspects of Defence conducted recently:

> Defence has undertaken a large number of reviews into business, financial and processes over the last year to improve outcomes. The Black Review into accountability will challenge institutional performance and accountability as well as the management of skills and specialisation. Defence is determined to rise to this challenge. We are currently considering the recommendations of several reviews into the Defence culture that were announced by the Minister for Defence in April 2011. Action plans will be developed to adjust aspects of our culture where necessary.[14]

1.16 In 2010–11, Defence and DMO spent a total of $59.8 million on consultancies and $35.4 million on external legal expenses.[15]

Summary

1.17 The committee finds Defence's 2010–2011 Annual Report to be both an informative and a well-produced account of the department's activities over the past year and that it meets all the requirements for departmental annual reports. The committee, notes, however, that the activities detailed in the annual report are subject to inquiry by the Senate Foreign Affairs, Defence and Trade References Committee in relation to its inquiry into Procurement procedures for Defence capital projects. Whilst this committee finds the annual report to be 'apparently satisfactory' in complying with the relevant requirements for the preparation of annual reports, it takes note of the fact that the references committee is considering the efficacy of the activities themselves.

Department of Foreign Affairs and Trade

1.18 The Department of Foreign Affairs and Trade (DFAT) Annual Report 2010–2011 was tabled in the Senate on 31 October 2011.[16]

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13 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 65.

14 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, p. 3.

15 *Defence Annual Report 2010–2011, volume 1 Department of Defence*, pp 341–344.

16 Tabled in the chamber having been presented out of session on 25 October 2011.

Review by Departmental Secretary

1.19 The Secretary of the Department, Mr Dennis Richardson AO, included a helpful summary of the significant issues and developments during the year; an overview of the department's performance and financial results; and the outlook for the following year. In regards to the 'international year in review', Mr Richardson stated:

> The department worked over the last year in a global and regional environment that is being reshaped by changing economic and strategic relativities...Continuing fragilities in the global economy and the need for a coordinated international response was also an important context for the department's work.[17]

International economy, trade and investment

1.20 The Secretary stated that the department managed an active schedule of Free Trade Agreement negotiations:

> ...including with Australia's top three individual country export destinations: China, Japan and Republic of Korea. Since March 2010, the department has led seven rounds of Trans-Pacific Partnership (TPP) negotiations, seeking agreement on new approaches to regulating trade in goods, services and investment in the Asia-Pacific region.[18]

Regional and international issues

1.21 The Secretary stated:

> We advanced Australia's non-proliferation and disarmament agenda by establishing, with Japan, the Non-Proliferation and Disarmament Initiative (NPDI)—a cross-regional ministerial-level grouping to promote and support implementation of the outcomes of the May 2010 Nuclear Non-Proliferation Treaty (NPT) Review Conference. We engaged partners, including the US, Japan, UK, France, NATO and the EU in traditional security and non-traditional areas such as cyber and counter-terrorism.[19]

Corporate governance and management

1.22 The committee notes that the department established a position of Chief Information Officer, and initiated an Information Communications Technology reform program.

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17 *Department of Foreign Affairs and Trade, Annual Report 2010–2011*, p. 3.

18 *Department of Foreign Affairs and Trade, Annual Report 2010–2011*, p. 6.

19 *Department of Foreign Affairs and Trade, Annual Report 2010–2011*, p. 7.

Departmental Overview

1.23 The departmental overview included the mandatory annual report requirements—the roles and functions of the department; the organisations structure; and the outcome and program structure.

Report on Performance

1.24 The Requirements for Annual Reports[20] require that the annual report must include a review of how the department has performed during the year in relation to the deliverables and Key Performance Indicators (KPIs) of the department's programs and their effectiveness in achieving the planned outcomes. The annual report meets this requirement.

Management and Accountability

Corporate Governance

1.25 The annual report contained a statement of the structures and processes that the department had in place during the year to implement the principles and objectives of corporate governance.

External Security

1.26 The annual report provided information on the significant developments in external scrutiny of the department and the department's response.

1.27 In 2010–11, the Auditor-General tabled in Parliament, three reports by the ANAO relating to the department's operations: Report No. 22 Audits of the Financial Statements of Australian Government Entities for the period ended 30 June 2010; Report No. 35 Management of the Overseas Leased Estate; and Report No. 54 The Interim Phase of the Audit of Financial Statements of Major General Government Sector Agencies for the year ending 30 June 2011.

Management of Human Resources

1.28 The report included an assessment of the department's effectiveness in managing and developing its staff to achieve its objectives.

Assets Management

1.29 The department also provided an assessment of the effectiveness of assets management.

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20 Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies. Approved by the Joint Committee of Public Accounts and Audit under sections 63(2) and 70(2) of the *Public Service Act 1999*.

Consultants

1.30 The annual report included a summary statement detailing expenditure on new consultancy contracts; and expenditure on ongoing consultancy contracts.

Grant programs

1.31 The annual report produced a list of the grant programs administered or managed by the department in 2010–11.

Financial Statements

1.32 *Section 57 of the Financial Management and Accountability Act* requires a copy of the audited financial statements and the Auditor-General's report to be included in each department's annual report. The ANAO statement by the Chief Executive and Chief Financial Officer said:

> In our opinion, the attached financial statements for the year ended 30 June 2011 are based on properly maintained financial records and give a true and fair view of the matters required by the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, as amended.

Summary

1.33 The committee finds that the DFAT Annual Report adequately complies with all reporting requirements for a department.

Department of Veterans' Affairs

1.34 The Department of Veterans' Affairs (DVA) is the primary service delivery agency that develops and implements programs to assist the veteran and defence force communities. It provides administrative support to the Repatriation Commission and the Military Rehabilitation and Compensation Commission. The Repatriation Commission administers the *Veterans' Entitlements Act 1986*, and is responsible for granting pensions, allowances and other benefits, providing treatment and other services. The Military and Rehabilitation and Compensation Commission is responsible for the administration of benefits and arrangements under the *Military Rehabilitation and Compensation Act 2004*.

1.35 DVA's Annual Report 2010–2011 was presented to the Parliament on 31 October 2011.[21] The report also included separate reports of both the Repatriation Commission and the Military Rehabilitation and Compensation Commission. They described how each commission interrelates with DVA, its membership and main activities for the reporting period. The reports do not include performance reporting, which is covered in DVA's report.

21 Tabled in the chamber having been presented out of session on 28 October 2011.

1.36 The May 2011 Budget allocated a modest increase of $147 million to DVA, taking the full amount to $12.3 billion for the financial year. According to the Secretary, Mr Ian Campbell, the funding would enable the department to continue to provide 'a high level of service to members of the veteran community.' He said:

> Although we face the challenge of delivering that high level of service with a lower departmental operating budget, I am confident that changes such as the shared services agreement with the Department of Human Services will allow us to better focus our resources on meeting the needs of the veteran community.[22]

1.37 Some of the notable developments cited in the reports include:

- The establishment of the National Commission on the Commemoration of the Anzac Centenary to consider ways in which Australia could commemorate 100 years of Anzac tradition starting in 2014. After receiving 600 submissions, which assisted its deliberations, the commission submitted a report on 28 March 2011 to the Prime Minister. On the same day the Prime Minister announced the establishment of the Anzac Centenary Advisory Board to provide strategic advice to government on the planning and implementation of Anzac Centenary events and initiatives.
- The release of the Review of Military Compensation Arrangements report in March 2011.
- A major rationalisation of DVA's ICT infrastructure following the signing of a five-year memorandum of understanding for shared services with the Department of Human Services. [23]

1.38 The Secretary noted in his comments regarding the year ahead for DVA that:

> The Rehabilitation and Compensation Business Redesign project will identify how we can improve the delivery of rehabilitation and compensation services into the future. The Budget also allocated $3.4 million to develop a business proposal for a pilot project to revamp current processes, which would vastly improve the service for our clients.
>
> With better business processes combined with advancements in how veterans and defence personnel engage with us, we will make great strides in ensuring the interaction between DVA and the people we serve is state of the art.[24]

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22 *Repatriation Commission, Military Rehabilitation and Compensation Commission, Department of Veterans' Affairs, Annual Reports 2010–2011*, p. 2.

23 *Repatriation Commission, Military Rehabilitation and Compensation Commission, Department of Veterans' Affairs, Annual Reports 2010–2011*, pp 3–5.

24 *Repatriation Commission, Military Rehabilitation and Compensation Commission, Department of Veterans' Affairs, Annual Reports 2010–2011*, p. 7.

1.39 Mr Campbell also indicated that the Anzac Centenary in 2015 would be a key focus for DVA and would 'become more so as we get closer to the date'.[25]

Data-matching program

1.40 The Department of Veterans' Affairs—Data-matching program—Report on progress 2010–2011 was tabled in the Senate on 31 October 2011. This is the twentieth report of the Data Matching Program.

Report on Progress

1.41 The report shows the prosecution statistics; the discrepancy statistics; the departmental expenses for the 2010–11 reporting year; the projected savings statistics; the total savings for the 2010–11 financial year; and cumulative savings from the data matching program.

Summary

1.42 The committee finds that the DVA Annual Report complies adequately with all reporting requirements for a department.

25 *Repatriation Commission, Military Rehabilitation and Compensation Commission, Department of Veterans' Affairs, Annual Reports 2010–2011*, p. 7.

Chapter 2

Annual reports of non-statutory authorities and government companies

Defence portfolio

Defence Materiel Organisation

2.1 The annual report of the Defence Materiel Organisation (DMO) is contained in volume 2 of Defence's annual report. It was tabled in the House of Representatives on 31 October 2011 and in the Senate on 1 November 2011.

2.2 The DMO is a prescribed agency under the *Financial Management and Accountability Act 1997*. This means that although the DMO remains inextricably linked to Defence, it is required to account directly to the Minister for Defence on its financial management. The annual report noted:

> Our status as a prescribed agency within the Defence Portfolio, clarifies and confirms the DMO's role of delivering and maintaining defence equipment using specialist commercial, engineering and project management expertise. This construct provides the basis for effective relationships with DMO's customers in Defence through clearer and more transparent roles and accountabilities for the delivery of the DMO outcomes.[1]

2.3 Mr Warren King, then Acting Chief Executive Officer, DMO, drew attention to the achievements gained through the formal Projects of Concern process. In 2010–2011, three projects were removed from the list, two because of 'marked improvements in performance'; and one which was cancelled. He reported that project schedule delays continued to be the greatest issue for both DMO and industry. Mr King attributed these delays to 'overly-optimistic schedules at the outset of a project, the emergence of unidentified risks, the scale and rate of technical advancement, and industry capacity or quality issues'.[2]

2.4 In his review of the year, Mr King referred to DMO's skilling initiatives, indicating that the organisation 'continues to achieve positive outcomes across its own workforce and in partnership with industry'. He noted that during the reporting year 'more than 2,000 DMO participants were trained in core skill areas of project management, scheduling, logistics, procurement and contract management through the DMO Institute'.[3]

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1 *Defence Annual Report 2010–2011, volume 2 Defence Materiel Organisation,* p. 2.

2 *Defence Annual Report 2010–2011, volume 2 Defence Materiel Organisation,* p. 3.

3 *Defence Annual Report 2010–2011, volume 2 Defence Materiel Organisation,* p. 4.

2.5 Dr Stephen Gumley retired as Chief Executive Officer (CEO) of DMO with effect from 1 July 2011. The annual report acknowledged Dr Gumley's 'outstanding contribution to the organisation'.[4] It noted that as CEO and in his role as National Armaments Director (Australia), Dr Gumley 'was globally recognised and respected for his tireless efforts to encourage the DMO to deliver the best outcomes for the ADF and Australia'.[5]

Australian War Memorial

2.6 The Australian War Memorial was established as a statutory authority under the *Australian War Memorial Act 1980.* The performance of the memorial and the accountability of its council and management are subject to the *Commonwealth Authorities and Companies Act 1997.* The Memorial is also subject to other legislation that bear on its operation, and is accountable to the government through the Minister for Veterans' Affairs. The Council of the Australian War Memorial is responsible for the conduct and control of the activities of the Memorial. Its numerous functions and responsibilities include:

- establishing the Memorial's strategic direction and vision;
- approving the Memorial's goals and key objectives;
- approving the annual budget and monitoring expenditure and reporting; and
- ensuring that the Memorial has adequate financial resources to meet known and planned future resources.[6]

2.7 The Australian War Memorial's Annual Report 2010–2011 was tabled in the House of Representatives on 13 October 2011 and in the Senate on 1 November 2011. Among the Memorial's most significant achievements during the reporting period included the re-opening of the Second World War galleries in August 2011 following their half-life update and the redevelopment of the Hall of Valour.[7] The Memorial also held a number of major ceremonies in the grounds, notably the dedication ceremony for the new National Service Memorial in the Eastern Precinct, the Anzac Day and Remembrance Day services.[8]

2.8 Volume 2 of the Official History of Peacekeeping, Humanitarian and Post-Cold War Operations, *Australia and the 'new world order': from peacekeeping to peace enforcement 1988–1991* was launched in April 2011.[9]

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4 *Defence Annual Report 2010–2011, volume 2 Defence Materiel Organisation,* p. 4.

5 *Defence Annual Report 2010–2011, volume 2 Defence Materiel Organisation,* pp 4–5.

6 *Australian War Memorial Annual Report 2010–2011,* pp 3-–4.

7 *Australian War Memorial Annual Report 2010–2011,* p. 5.

8 *Australian War Memorial Annual Report 2010–2011,* p. 6.

9 *Australian War Memorial Annual Report 2010-2011,* p. 7.

ASC Pty Ltd

2.9 The ASC Report for 2010–2011 was tabled in the House of Representatives on 31 October 2011 and in the Senate on 1 November 2011. ASC is a proprietary company limited by shares registered under the *Corporations Act 2001* and is subject to the CAC Act. On 11 June 2004, ASC was proclaimed as a Government Business Enterprise under the CAC Act.

Chairman's Report

2.10 The Chairman, Vice Admiral Chris Ritchie AO RANR, noted that after significant changes to the business, board and management in the previous year, the current reporting period 'started with a fresh outlook on the challenges and tasks that lay ahead'.[10] He drew attention to the close collaboration and hard work between ASC, DMO and the Royal Australian Navy (RAN) which, in his view 'has enabled a significant improvement in meeting Navy's demand for submarines'. On financial matters, he reported that:

> The Company achieved annual revenue of $700 million (2010: $516 million) and profit after tax of $10.6 million (2010: $4.3 million).[11]

Dates of establishment

2.11 ASC Pty Ltd in their annual report described the dates of establishment, stating that:

> Initially established in 1985, ASC was subsequently chosen in 1987 as the prime contractor for the design, manufacture and delivery of the Royal Australian Navy's (RAN) fleet of six Collins Class submarines.[12]

Collins Class Submarine Project

2.12 ASC Pty Ltd carries out maintenance, upgrades and engineering activities for the Collins Class submarines. To date this has been under a multi-billion dollar through life support agreement with DMO.[13]

2.13 According to the report, during 2009–2010 an Integrated Project Team comprising the Royal Australian Navy, DMO and ASC personnel was established as part of the Australian Submarine Program Office (ASPO) to manage jointly the Collins Class maintenance and upgrade project to meet required submarine availability and capability objectives. Maintenance activities on the submarines included:

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10 *ASC Pty Ltd Annual Report 2011*, p. 6.

11 *ASC Pty Ltd Annual Report 2011*, p. 6.

12 *ASC Pty Ltd Annual Report 2011*, p. 4.

13 *ASC Pty Ltd Annual Report 2011*, p. 10.

- two full cycle dockings at ASC North; and
- the completion of two intermediate maintenance availabilities, one certification extension docking and one intermediate docking at ASC West.

The report also noted that an emergency docking, to replace a damaged propeller, was turned around in one week at ASC West which, with the docking of the two submarines, proved 'the capability of the facility'.[14]

Hobart Class Destroyer Project

2.14 ASC Pty Ltd is the Shipbuilder for the Hobart Class Air Warfare Destroyer (AWD) project. The report noted that the three AWDs will be consolidated at the company's Osborne shipyard in South Australia.[15] It recorded that, in the last quarter of the 2010–2011 period, the federal government, on the Alliance's recommendation, announced the relocation of construction work that was intended to relieve the pressure on the BAE shipyard. As a consequence, ASC and Forgacs would share the construction and completion of additional blocks for the first three AWDs. A small number of blocks would be reallocated to Spain to be built under subcontract by AWD design partner Navantia. According to the report, the pace of construction 'rapidly increased at the three shipyards across Australia'—New South Wales-based Forgacs, Victorian-based BAE Systems and ASC. The report identified the following milestones:

- construction of all blocks for Ship 1 under ASC's responsibility commenced in 2010/2011 financial year;
- construction of Ship 2 commenced in April 2011;
- structural completion of the first blocks for Ship 1;
- completion of the first block rotation event; and completion of the first full 'pre-fit out' activity including pipe, heating, ventilation and air conditioning and cable tray installation; and
- completion of the blast and paint facility.[16]

Deep Blue Tech

2.15 Deep Blue Tech (DBT)—a wholly owned subsidiary of ASC Pty Ltd—was established in 2007 as part of ASC's preparation for possible involvement in Australia's SEA 1000 Future Submarine project. During the reporting period, DBT continued to conduct research and develop concepts for the project.[17]

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14 *ASC Pty Ltd Annual Report 2011*, p. 10.

15 *ASC Pty Ltd Annual Report 2011*, p. 11.

16 *ASC Pty Ltd Annual Report 2011*, p. 11.

17 *ASC Pty Ltd Annual Report 2011*, p. 13.

2.16 The report explained that in 2010–2011 Deep Blue Tech focused on exploring what the market for submarine systems and technology has to offer and established non disclosure agreements with potential providers.[18] Looking to the coming year, the Chairman explained:

> ASC will increase the staff capability of DBT during 2011/12 to ensure that we can build on our capacity and capability to assist the Government in any way we can when a decision is made on the acquisition of the next generation of submarines for Australia.[19]

Summary

2.17 The committee finds that the ASC Pty Ltd Annual Report adequately complies with all reporting requirements for a non-statutory company.

Defence Housing Australia

2.18 Defence Housing Australia (DHA) was established as a statutory authority in 1988. In 1992 DHA became a Government Business Enterprise. The Defence Housing Australia Annual Report 2010–2011 was tabled in the Senate on 7 November 2011.[20]

Chairman and Managing Director's report

2.19 The Chairman and Managing Director reported that:

> During 2010–11, DHA provided and maintained 18,394 dwellings of which 17,663 were for Defence members with dependents
>
> …
>
> The middle part of the year was dominated by natural disasters in Queensland with more than 800 DHA houses affected by floods in South East Queensland and by Cyclone Yasi in North Queensland
>
> …
>
> DHA completed its part of the Government's Nation Building—Economic Stimulus Plan with the construction of the final 185 houses in 2010–11.
>
> ...
>
> In terms of its financial performance, DHA achieved a Net Profit after Tax of $87.3 million and a Return on Equity of 6.7% against a Corporate Plan target of 6.3%.[21]

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18 *ASC Pty Ltd Annual Report 2011*, p. 13.

19 *ASC Pty Ltd Annual Report 2011*, p. 7.

20 Tabled in the chamber having been presented out of session on 4 November 2011.

21 *Defence Housing Australia (DHA) Annual Report 2010–2011*, pp 6–7

DHA financial performance

Capital structure

2.20 The Annual report recorded that DHA has $1,325.7 million in equity.

Financial Statements

2.21 The ANAO stated that the financial statements of DHA had been prepared in accordance with the Finance Minister's Orders made under the CAC Act and gave a true and fair view of the matters required by the Finance Minister's Orders.

Summary

2.22 DHA complied with the requirements of the CAC Act with respect to reporting to Ministers and Parliament; contents of the Annual Report; audit of DHA's financial statements by the Auditor-General; banking and investment powers of authorities; general policies of the Australian Government; and conduct of directors and officers.

The Army Amenities Fund Company

2.23 The Army Amenities Fund (AAF) Company Report for 2010–2011 was tabled in the Senate on 22 November 2011. The AAF Company was incorporated on 17 July 1987 to administer the assets of the Army Central Amenities Fund and is subject to the *Corporations Act 2001*.

Financial Statements

2.24 The ANAO reported that the financial report of the AAF Company is in accordance with the *Corporations Act 2001*, including giving a true and fair view of the AAF Company's financial position as at 30 June 2011 and complying with Australian Accounting Standards and the *Corporations Regulations 2001*.

Summary

2.25 The committee finds that the Army Amenities Companies Annual Report adequately complies with all reporting requirements.

Foreign Affairs and Trade portfolio

Australian Agency for International Development

2.26 The Annual Report of the Australian Agency for International Development (AusAID) for the financial year 2010–2011 was tabled in the Senate on 31 October 2011.[22]

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22 Tabled in the chamber having been presented out of session on 26 October 2011.

2.27 The annual report included the Director General's review; a departmental overview; a report on performance; management and accountability information; financial statements; and other mandatory information.

Departmental Overview

2.28 The Director General of AusAID, Mr Peter Baxter, listed the highlights of the year:

> On 8 July 2010, AusAID was established as an executive agency by order of the Governor-General, on the advice of the Prime Minister.
>
> ...
>
> In February 2011, AusAID introduced a new organisational structure that included establishing new corporate, audit and program management functions.
>
> ...
>
> The Australian Civilian Corps [was created] in October 2010...The first deployment was in April 2011 to the interim Haiti Reconstruction Committee.[23]

Report on performance

2.29 The Agency uses four types of performance review—AusAID's internal quality reporting system; Office of Development Effectiveness; Australian National Audit Office; and the Organisation for Economic Co-operation and Development (OECD) Development Assistance Committee Peer Review.

AusAID's internal quality reporting system

2.30 AusAID's internal quality reporting system involves three types of performance reports—annual performance reports at the country, regional or thematic level; quality reports on individual aid activities and independent evaluations.

Office of Development Effectiveness

2.31 The Office of Development Effectiveness (ODE) independently checks the robustness of AusAID's internal quality reporting system.

Australian National Audit Office

2.32 Recent performance audits by the ANAO include an assessment of AusAID's management of the expanding aid program (2009–10) as well as AusAID's support for tertiary training assistance, including scholarships (2010–11).

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23 *AusAID Annual Report 2010–2011*, p. 2.

Organisation for Economic Co-operation and Development (OECD) Development Assistance Committee Peer Review

2.33 AusAID's annual report explained:

> As a member of the OECD Development Assistance Committee, Australia is subject to regular peer reviews by other bilateral donors. The last OECD Development Assistance Committee Peer Review was in 2008.[24]

2.34 AusAID's report also included reporting of results for the key performance indicators (KPIs) for departmental programs.

Pacific Partnerships for Development

2.35 AusAID's performance information provided results of its relationships with Pacific Island countries. The report explained the improved education, health, infrastructure and economic governance. It stated:

> In 2010–11, Australia helped more than 250 000 extra children attend school by helping governments to remove school fees in Papua New Guinea, Tonga, Vanuatu, Samoa and Solomon Islands…
>
> In Papua New Guinea, HIV testing sites increased to 266 with almost 135 000 people tested in 2010, compare to only 32 645 people accessing testing services in 2006…
>
> In 2010–11, AusAID helped maintain 2152 kilometres of national roads and highways in Papua New Guinea, including a key 365 kilometre section of the Highlands Highway from the industrial centre of Lae to Goroka.[25]

2.36 AusAID also reported on the performance of the Solomon Islands, Vanuatu, Samoa, Fiji, Tonga, Kiribati and Nauru.

2.37 In 2010–11, AusAID's Pacific Regional Program aid totalled $193.3 million.[26]

Asia bilateral programs

2.38 In 2010–11, AusAID country program aid to Indonesia, including the Australia-Indonesia Partnership for Reconstruction and Development (AIPRD), totalled $342.1 million.[27]

2.39 AusAID's annual report detailed the amount of country program aid. In 2010–11, AusAID country program aid to the Philippines totalled $103.1 million; to East Timor, $77 million; to Vietnam, $95.2 million; to Cambodia, $45.7 million; to

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24 *AusAID Annual Report 2010–2011*, p. 16.

25 *AusAID Annual Report 2010–2011*, pp 38–39.

26 *AusAID Annual Report 2010–2011*, p. 61.

27 *AusAID Annual Report 2010–2011*, p. 67.

Laos, $36.8 million; to Burma, $41.7 million; to China, $19.4 million; to Mongolia, $5.4 million; to South Asia, $156.4 million; of which $55.7 to million Bangladesh; $34.3 million to Sri Lanka; $19.7 million to Nepal; to Middle East and Central Asia, $227.8 million; of which $36.8 million to Palestinian Territories; $38.8 million to Iraq; $77.7 million to Afghanistan; $68.7 million to Pakistan; to Latin America a total of $9.2 million; and to the Caribbean, $17 million.[28]

Emergency, humanitarian and refugee programs

2.40 In 2010–11, AusAID's core contributions and responses to appeals for emergency, humanitarian and refugee programs totalled $353.2 million.[29]

Responding to emergencies

2.41 AusAID's report on performance made reference to facts, events and trade influencing the department's performance. Key humanitarian achievements that AusAID outlined in 2010–2011 included:

> responding to 15 rapid-onset emergencies and conflicts in Africa, Asia, the Pacific, Latin America and the Middle East. Non-government organisations received funding to respond to 10 of these crises.
>
> deploying 188 Australian humanitarian experts into overseas disaster zones and to support ongoing disaster preparedness activities, including nine members of the AusAID rapid response team and a 30-member civilian medical team deployed as part of the 2010 Pakistan floods emergency response.[30]

Australian Civilian Corps

2.42 AusAID's report stated that:

> The past year has seen the Civilian Corps register grow significantly, as well as the first civilian deployment to Haiti.
>
> Key development achievements for 2010–11 including:
>
> building the register to more than 120 civilian specialists by 30 June 2011. This is an increase of nearly 100 members in 12 months.
>
> deploying the first Civilian Corps register member to Haiti in April 2011…who is working with the Interim Haiti Reconstruction Commission as a donor liaison officer.[31]

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28 *AusAID Annual Report 2010–2011*, pp 76–127

29 *AusAID Annual Report 2010–2011*, p. 128.

30 *AusAID Annual Report 2010–2011*, p. 133.

31 *AusAID Annual Report 2010–2011*, p. 179.

Recovering from disasters – dealing with landmines

2.43 AusAID's annual report recorded that:

> Australia has committed $100 million over 2010–2014 to reduce the threat and socio-economic impact of landmines, cluster munitions and other explosive remnants of war.[32]

Corporate Governance

2.44 AusAID's annual report provided a statement of the structures and processes that the department had in place during the year to implement the principles and objectives of corporate governance. The report included the names of the senior executives and their responsibilities.

Corporate reform

2.45 AusAID stated that:

> During 2010, a major review was undertaken to improve the effectiveness of the aid program's use and remuneration of advisers. A review of the use of advisers confirmed that the majority of positions are focused on high priority areas for partner governments. Of the 952 positions considered, it was recommended that 257 be phased out within two years.
>
> ....
>
> In support of the newly introduced organisational structure, AusAID commissioned a review of its broader governance arrangements, commenced an internal review of human resource governance, and revised its business planning arrangements. The outcomes of these activities have resulted in identifying a number of enhancements to agency committee structures.[33]

Internal audit

2.46 AusAID stated that:

> The Audit Committee was expanded and given a higher profile through the appointment of an independent chair and an independent financial statements expert. As part of the AusAID-wide organisation restructure in February 2011, the new position of Chief Auditor was created, and at the same time, the Performance Review and Audit Section was expanded to become a branch.[34]

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32 *AusAID Annual Report 2010–2011*, p. 181.

33 *AusAID Annual Report 2010–2011*, pp 206–207.

34 *AusAID Annual Report 2010–2011*, p. 209.

External Scrutiny

2.47 The annual report included the required information for external scrutiny.

Management of human resources

Workforce planning

2.48 AusAID stated that:

> As a newly established executive agency, one of the important corporate activities undertaken in 2010 was the release of an agency-wide workforce plan.[35]

Assets Management

Purchasing

2.49 In 2010–11, AusAID entered into 2763 new agreements to deliver the aid program to a value of approximately $4.06 billion.[36]

Procurement contracts awarded and managed

2.50 A total of 1432 new procurement contracts were entered into during the year with a value of approximately $920 million.

Assets

2.51 AusAID held $115 million in departmental assets at 30 June 2011.

Exempt contracts

2.52 No contracts in excess of $10,000 or standing offers were exempted by the Director General from being published in AusTender.

Financial Statements

2.53 The ANAO reported that the financial statements of AusAID have been prepared in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, and give a true and fair view of the matters required by the Finance Minister's Orders including AusAID's financial position as at 30 June 2011 and of its financial performance and cash flows for the year then ended.

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35 *AusAID Annual Report 2010–2011*, p. 216.

36 *AusAID Annual Report 2010–2011*, p. 228.

Summary

2.54 The committee finds that the AusAID Annual Report adequately complies with all reporting requirements for an agency.

Australian Trade Commission

2.55 The Australian Trade Commission's (Austrade) Annual Report for the financial year was tabled in the Senate on 31 October 2011.[37]

2.56 Austrade was established by the *Australian Trade Commission Act 1985*. It is a Prescribed Agency subject to the *Financial Management and Accountability Act 1997* and the *Public Service Act 1999*.

Changes in ministerial responsibility

2.57 The Hon Stephen Smith MP held the position of Minister for Trade until 14 September 2010. The Hon Dr Craig Emerson MP was appointed to the position for the remainder of the reporting year.

International marketing and promotion of Australian education and training

2.58 In June 2011, the Hon Justice Elliot MP, Parliamentary Secretary for Trade, announced a new brand for Australia's international education sector called *Future Unlimited*, part of the *Australian Unlimited* nation branding. It was designed to refocus attention on the benefits of Australian educational qualifications and the doors they open for international students.[38]

Report on performance

2.59 The annual report met the requirements of performance reporting.

Assets Management

Financial statements

2.60 The ANAO stated that the financial statements of Austrade have been prepared in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, and give a true and fair view of the matters required.

Summary

2.61 The committee finds that the Austrade Annual Report adequately complies with all reporting requirements for a FMA Act body.

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37 Tabled in the chamber having been presented out of session on 28 October 2011.

38 *Australian Trade Commission Annual Report 2010–2011*, p. iv.

Export Finance and Insurance Corporation

2.62 The Export Finance and Insurance Corporation (EFIC) Annual Report 2010–2011 was tabled in the Senate on 31 October 2011.[39]

2.63 Section 9 of the *Commonwealth Authorities and Companies Act 1997* (CAC Act) requires the directors of a Commonwealth authority to prepare an annual report in accordance with Schedule 1 of the CAC Act.

2.64 EFIC is a Commonwealth authority and its Board members and employees are subject to various obligations under the *Export Finance and Insurance Corporation Act 1991* and the *Commonwealth Authorities and Companies Act 1997*.

Report of Operations

2.65 EFIC entered into more than 100 facilities to support Australian exporters and investors in over 40 countries. EFIC stated that:

> During the year, EFIC provided facilities totalling $593.1 million (2009–10: $971.3 million) and supported export contracts and overseas investments of over $3.4 billion (2009–10: over $5.9 billion). EFIC's profit on the Commercial Account was $30.2 million (2009–10: $38.3 million).[40]

Financial Statements

2.66 ANAO stated that the EFIC financial statements have been prepared in accordance with the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997*, and give a true and fair view of the matters required by the Finance Minister's Orders including the Export Finance and Insurance Corporation's financial position as at 30 June 2011 and of its financial performance and cash flows for the year then ended.

Australian Centre for International Agricultural Research

2.67 Australian Centre for International Agricultural Research's (ACIAR) governing legislation is the *Australian Centre for International Agricultural Research Act 1982*. The ACIAR Annual Report 2010–2011 was tabled in the Senate on 31 October 2011.[41]

Commission Chair's and Chief Executive Officer's Review

2.68 The Commission Chair and Chief Executive Officer stated that:

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39 Tabled in the chamber having been presented out of session on 28 October 2011.

40 *Export Finance and Insurance Company Annual Report 2010–2011*, p. 8.

41 Tabled in the chamber having been presented out of session on 27 October 2011.

> A recent report by the Centre for International Economics suggests that the benefits generated…from a suite of 120 ACIAR projects is $31.6 billion. Of this amount $29.4 billion accrues to developing countries within ACIAR's mandate, and the remainder back to Australian agriculture. This was from a total ACIAR investment of $372 million.[42]

Financial Statements

2.69 The ANAO stated that the financial statements of the ACIAR have been prepared in accordance with the Finance Minister's Orders made under the Financial Management and Accountability Act 1997 and give a true and fair view of the matters required by the Finance Minister's Orders including ACIAR's financial position as at 30 June 2011 and of its financial performance and cash flows for the year then ended.

Summary

2.70 The committee finds that the ACIAR Annual Report adequately complies with all reporting requirements.

Other reports

2.71 Other portfolios authorities, agencies and/or companies which had their annual reports examined by the committee, but were not otherwise commented upon in this edition, include:

- Army and Air Force Canteen Service (tabled 31 October 2011)
- Australian Strategic Policy Institute Limited (tabled 7 November 2011, received out of session 4 November 2011)
- Defence Force Remuneration Tribunal (tabled 31 October 2011)
- Defence Force Retirement and Death Benefits Authority (tabled 31 October 2011)
- Military Superannuation and Benefits Board of Trustees (tabled 31 October 2011)
- Royal Australian Air Force Veterans' Residences Trust Fund (tabled 7 February 2012, received out of session 29 November 2011)
- Repatriation Medical Authority (tabled 21 November 2011)
- Royal Australian Air Force Welfare Recreational Company (tabled 21 November 2011)
- Royal Australian Navy Central Canteens Board (24 November 2011)
- Services Trust Funds—Royal Australian Navy Relief Trust Fund, Australian Military Forces Relief Trust Fund and Royal Australian Air Force Welfare Trust Fund)—Reports for 2010-11 (tabled 21 November 2011)

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42 *Australian Centre for International Agricultural Research Annual Report 2010–11*, p. 7.

- Australian Safeguards and Non-proliferation Office (tabled 2 November 2011)
- Veterans' Review Board (tabled 31 October 2011, received out of session 25 November 2011).

Senator the Hon Ursula Stephens

Chair

Appendix 1

List of annual reports tabled during the period

1 May 2011 to 31 October 2011

Department/Agency	Date submitted to Minister (if known)	Date received by Minister (if known)	Date on letter of transmittal (if known)	Date tabled in the Senate (Received out of sitting or tabled in the House of Representatives (HoR))
Defence				
Army and Air Force Canteen Service (Frontline Defence Services)—Report for 2010–11	15 September 2011	15 September 2011	22 September 2011	1 November 2011 (31 October 2011 HoR)
ASC Pty Ltd—Report for 2010–11* *Forwarded to the Finance and Public Administration Legislation Committee	30 September 2011	3 October 2011	30 September 2011	1 November 2011 (31 October 2011 HoR)
Australian Strategic Policy Institute Limited (ASPI)—Report for 2010–11	13 October 2011	13 October 2011	22 September 2011	7 November 2011 (received 4 November 2011) (21 November 2011 HoR)
Defence Force Remuneration Tribunal—Report for 2010–11* *Forwarded to the Education, Employment and Workplace Relations Legislation Committee	26 September 2011	26 October 2011	22 September 2011	1 November 2011 (31 October 2011 HoR)
Defence Force Retirement and Death Benefits Authority DFRDB)—Report for 2010–11	11 October 2011	11 October 2011	—	1 November 2011 (31 October 2011 HoR)
Defence Housing Australia (DHA)—Report for 2010–11	14 October 2011	14 October 2011	15 October 2011	7 November 2011 (received 4 November 2011) (21 November 2011 HoR)

Department/Agency	**Date submitted to Minister (if known)**	**Date received by Minister (if known)**	**Date on letter of transmittal (if known)**	**Date tabled in the Senate (Received out of sitting or tabled in the House of Representatives (HoR))**
Department of Defence—Reports for 2010–11 Volume 1—Department of Defence Volume 2—Defence Materiel Organisation	17 October 2011	17 October 2011	—	1 November 2011 (31 October 2011 HoR)
Military Superannuation and Benefits Board of Trustees—Report for 2010–11	11 October 2011	11 October 2011	7 October 2011	1 November 2011 (31 October 2011 HoR)
Royal Australian Air Force Veterans' Residences Trust Fund—Report for 2010–11	—	—	22 November 2011	7 February 2012 (received 29 November 2011) (7 February 2012 HoR)
Royal Australian Air Force Welfare Recreational Company—Report for 201011	20 October 2011	20 October 2011	25 October 2011	22 November 2011 (21 November 2011 HoR)
Royal Australian Navy Central Canteens Board (RANCCB)—Report for 2010–11	7 October 2011	7 October 2011	30 September 2011	7 February 2012 (24 November 2011 HoR)
Services Trust Funds—Royal Australian Navy Relief Trust Fund, Australian Military Forces Relief Trust Fund and Royal Australian Air Force Welfare Trust Fund)—Reports for 2010–11	28 October 2011	28 October 2011	21 October 2011	22 November 2011 (21 November 2011 HoR)
AAF Company—Report for 2010–11	30 October 2011	30 October 2011	31 October 2011	22 November 2011 (22 November 2011 HoR)

Department/Agency	Date submitted to Minister (if known)	Date received by Minister (if known)	Date on letter of transmittal (if known)	Date tabled in the Senate (Received out of sitting or tabled in the House of Representatives (HoR))
Foreign Affairs				
Australian Agency for International Development (AusAID) — Report for the period 8 July 2010 to 30 June 2011	4 October 2011	4 October 2011	5 September 2011	31 October 2011 (received 26 October 2011) (31 October 2011 HoR)
Australian Centre for International Agricultural Research (ACIAR)—Report for 2010–11	12 October 2011	12 October 2011	—	31 October 2011 (received 27 October 2011) (31 October 2011 HoR)
Australian Safeguards and Non-Proliferation Office—Report for 2010–11	11 October 2011	12 October 2011	11 October 2011	2 November 2011 (2 November 2011 HoR)
Department of Foreign Affairs and Trade—Report for 2010–11	30 September 2011	14 October 2011 (Minister for Foreign Affairs) 13 October 2011 (Minister for Trade)	5 October 2011	31 October 2011 (received 25 October 2011) (31 October 2011 HoR)
Trade				
Australian Trade Commission (Austrade)—Report for 2010–11	13 September 2011	13 September 2011	13 September 2011	31 October 2011 (received 28 October 2011) (31 October 2011 HoR)
Export Finance and Insurance Corporation (EGIC)—Report for 2010–11	30 September 2011	4 October 2011	—	31 October 2011 (received 28 October 2011) (31 October 2011 HoR)

Department/Agency	Date submitted to Minister (if known)	Date received by Minister (if known)	Date on letter of transmittal (if known)	Date tabled in the Senate (Received out of sitting or tabled in the House of Representatives (HoR))
Veterans' Affairs				
Australian War Memorial—Report for 2010–11	31 August 2011	1 September 2011	10 August 2011	1 November 2011 (13 October 2011 HoR)
Repatriation Commission, Military Rehabilitation and Compensation Commission and the Department of Veterans' Affairs—Reports for 2010–11	11 October 2011	11 October 2011	14 October 2011	31 October 2011 (received 28 October 2011) (31 October 2011 HoR)
Repatriation Medical Authority—Report for 2010–11	18 October 2011	1 November 2011	3 October 2011	22 November 2011 (21 November 2011 HoR)
Veterans' Review Board—Report for 2010–11	11 October 2011	13 October 2011	1 October 2011	31 October 2011 (received 25 October 2011) (31 October 2011 HoR)