

The Senate

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Community Affairs  
Legislation Committee

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Annual reports (No. 2 of 2014)

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# MEMBERSHIP OF THE COMMITTEE

## 44<sup>th</sup> Parliament

### Members

Senator Sue Boyce, Chair to 30 June 2014	Queensland, LP
Senator Zed Seselja, Chair from 1 July 2014	Australian Capital Territory, LP
Senator Rachel Siewert, Deputy Chair	Western Australia, AG
Senator Carol Brown	Tasmania, ALP
Senator Nova Peris OAM	Northern Territory, ALP
Senator Linda Reynolds (from 1 July 2014)	Western Australia, LP
Senator Dean Smith	Western Australia, LP



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# Chapter 1

## Overview

1.1 This is the second Senate Community Affairs Legislation Committee (the committee) report on annual reports for 2014. It provides an overview of the committee's examination of annual reports for the 2012–13 financial year tabled by 30 April 2014.<sup>1</sup>

### Terms of Reference

1.2 Under Senate Standing Order 25(20), annual reports of departments and agencies shall stand referred to the legislation 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.

### Allocated portfolios and changes to portfolios

1.3 On 13 November 2013, a resolution of the Senate allocated the following three portfolios to this committee:

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1 Copies of this and other committee reports can be obtained from the Senate Table Office, the committee secretariat or online at [www.aph.gov.au/senate\\_ca](http://www.aph.gov.au/senate_ca)

- Health;
- Social Services; and
- Human Services.<sup>2</sup>

1.4 Under the most recent Administrative Arrangements Order (AAO), Indigenous policies, programmes and service delivery were transferred to the Department of Prime Minister and Cabinet (PM&C). Indigenous primary healthcare remains with the Department of Health (DoH). The National Mental Health Commission was transferred from PM&C to DoH.<sup>3</sup>

1.5 The committee notes that the reports for the 2012–13 financial year relate to the period prior to the most recent AAO changes.

### **Purpose of annual reports**

1.6 The primary purpose of annual reports is accountability, in particular to the Parliament.<sup>4</sup> The tabling of annual reports places information about government departments and agencies on the public record and assists in the effective examination of the performance of departments and agencies and the administration of government grants.

### ***Annual reporting requirements***

1.7 Senate Standing Order 25(20) requires that the committee report on annual reports—tabled by 30 April 2014 each year—be tabled by the tenth sitting day after 30 June of that year. The committee is required to examine reports referred to it to determine whether they are timely and 'apparently satisfactory'. The committee must consider whether the reports comply with the relevant legislation and guidelines for the preparation of annual reports in forming its assessment.

1.8 The requirements are set down in the following instruments:

- For portfolio departments and agencies and the parliamentary departments: the *Public Service Act 1999*, sections 63(2) and 70(2), and the *Parliamentary Service Act 1999*, section 65; or other relevant enabling legislation for statutory bodies which are also prescribed agencies under the *Financial Management and Accountability Act 1997* (FMA Act); and the PM&C Requirements;
- for Commonwealth authorities and companies: the *Commonwealth Authorities and Companies Act 1997* (CAC Act), in particular, sections 9, 36 and 48; and the *Commonwealth Authorities (Annual Reporting) Orders*

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2 *Journals of the Senate*, No. 2—13 November 2013, pp 88–89.

3 Commonwealth of Australia Administrative Arrangements Order, 12 December 2013, [https://www.dpmc.gov.au/parliamentary/docs/ao\\_20131212.pdf](https://www.dpmc.gov.au/parliamentary/docs/ao_20131212.pdf), accessed 4 August 2014.

4 Department of the Prime Minister and Cabinet, *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies*, approved by the Joint Committee of Public Accounts and Audit on 24 June 2013, p. 3, <http://www.dpmc.gov.au/guidelines/index.cfm> (16 July 2014).



2011 and the *Commonwealth Companies (Annual Reporting) Orders 2011*; and

- for non-statutory bodies: the guidelines are contained in the government response to the Senate Standing Committee on Finance and Public Administration Report on Non-Statutory bodies.<sup>5</sup>

1.9 Amendments to the Requirements for Annual Reports applicable for the 2012–13 reporting period are:

- Spatial reporting—a new requirement has been added for selected portfolio agencies to report on expenditure in relation to the Spatial Reporting Framework.<sup>6</sup>

1.10 Statutory authorities must report in accordance with their establishing legislation.

1.11 The committee notes that some of the bodies that are required to produce annual reports to the Senate fall outside the categories listed above. In these cases, examination of the annual report is based on general content and information rather than compliance with legislation and guidelines.

### ***Timeliness of reports***

1.12 Annual reports for departments and agencies are required to be tabled in Parliament by 31 October each year unless another date is specified in an agency's legislation, charter and/or terms of reference. The PM&C Requirements state that 'it remains the Government's policy that all annual reports should be tabled by 31 October'.<sup>7</sup> The committee considers timeliness in annual reporting an important element in accountability and continues to encourage FMA Act bodies to follow this policy.

1.13 Commonwealth authorities reporting under the CAC Act are required to provide an annual report to the responsible Minister by the fifteenth day of the fourth month after the end of the financial year. For the standard financial year, this is 15 October. The Minister is required to present the report to the Parliament within 15 sitting days of that House after the day on which the report was received.

1.14 Commonwealth companies are required under the CAC Act to provide a report to the Minister four months after the end of the financial year, which is usually 31 October.<sup>8</sup> The Minister is required to table the report in the Parliament as soon as

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5 *Senate Hansard*, 8 December 1987, pp 2632–45.

6 Department of the Prime Minister and Cabinet, *Requirements for Annual Reports*, 2013, p. i.

7 Department of the Prime Minister and Cabinet, *Requirements for Annual Reports*, 2013, p. 2.

8 If a company is required under the *Corporations Act 2001* to hold an annual general meeting, the company must give the report to the Minister on whichever is the earlier date of the following:

- 21 days before the next annual general meeting after the end of the financial year; or
- Four months after the end of the financial year (see subsection 36(1A) of the CAC Act)

practicable after receiving it, or in the case of a company required to hold an annual general meeting, as soon as practicable after the meeting.

1.15 Appendix 1 lists the annual reports tabled (or presented) in Parliament between 1 November 2013 and 30 April 2014, and referred to the committee, with relevant tabling dates. Reports covering the 2012–13 financial year and examined in this report were presented in a timely manner, that is, by 31 October 2013.

### ***Publishing standards for the Presentation of Documents to Parliament***

1.16 The Department of Prime Minister and Cabinet has produced Guidelines for the Presentation of Documents to the Parliament. These guidelines state:

Documents to be included in the Parliamentary Papers Series must be printed on International B5 size paper.<sup>9</sup>

### **Reports examined 2012–13**

1.17 This report considers seven annual reports received during the period 1 November 2013 and 30 June 2014. It considers two annual reports that were received outside of the reporting periods for 2013, and were not included in the committee's Reports on Annual Reports (No. 1 of 2014)—the Australian Sports and Anti-Doping Authority and Food Standards Australia New Zealand.

1.18 Three reports have been examined to determine whether or not their contents satisfy the detailed legislative requirements as set out in the CAC Act. Four annual reports have been checked to ascertain whether or not their contents satisfy the mandatory criteria for inclusion as set out in the FMA Act.

1.19 A list of the annual reports of departments, agencies and other bodies tabled in the Senate (or presented out of session to the President of the Senate), and referred to the committee for examination, can be found at Appendix 1. The table shows the legislation under which reports are required to be provided, tabling information, and the reporting period during which the report was provided.

1.20 The committee is pleased to note that generally the annual reports examined adhere to the relevant reporting guidelines in a satisfactory manner. The reports continue to maintain high standards of presentation and provide a comprehensive range of information on their functions and activities. However, some specific comments about timeliness and adherence to reporting requirements are given below.

1.21 The majority of the annual reports referred to the committee were tabled within the specified period or shortly thereafter. The committee acknowledges that the Australian Sports Anti-Doping Authority and Food Standards Australia New Zealand

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9 Australian Government Department of Prime Minister and Cabinet, *Guidelines for the Presentation of Documents to the Parliament (including Government Documents, Government Responses to Committee Reports, Ministerial Statements, Annual Reports and other Instruments*, October 2013, p. 4, [http://www.dPMC.gov.au/guidelines/docs/guidelines\\_gov\\_docs.pdf](http://www.dPMC.gov.au/guidelines/docs/guidelines_gov_docs.pdf), accessed 18 July 2014.

provided notification that their reports would be delayed.<sup>10</sup> The committee also notes that two reports were received late by the Minister's office—General Practice Education and Training Limited, and the National Health and Medical Research Council.

### ***Letter of transmittal—General Practice Education and Training Limited***

1.22 Further to comments in the *Report on Annual Reports (No. 2 of 2013)*<sup>11</sup>, the committee again notes that the annual report from General Practice Education and Training Limited (GPET) did not include a Letter of Transmittal. The committee requests that GPET include a letter of transmittal to the Minister in their future annual reports, containing a statement that the annual report was prepared in accordance with subsection 36(1) of the *Commonwealth Authorities and Companies Act 1997*.

### ***Compliance Index***

1.23 The committee is pleased to note that, in line with new reporting requirements, only one annual report considered for this report did not include a compliance index—General Practice Education and Training Limited.

### **Comments made in the Senate**

1.24 The committee is obliged, under Senate Standing Order 25(20)(d), to take into account any relevant remarks made about these reports in the Senate. The committee is not aware of any comments made in the Senate regarding the annual reports of departments and agencies within its purview.

### **Other Issues**

#### ***Government Response***

1.25 The Government provided a response to the committee's *Report on Annual Reports (No. 2 of 2012)* on 7 May 2014. The committee recommended that the Government review 'whether an annual report of [National E-health Transition Authority] NEHTA should be presented to Parliament'.<sup>12</sup> The Government determined that as NEHTA is not an executive agency, it is not required to provide an annual report to the Parliament.<sup>13</sup>

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10 Senate Community Affairs Legislation Committee, *Report on Annual Reports (No. 1 of 2014)*, March 2014, p. 5.

11 Senate Community Affairs Legislation Committee, *Report on Annual Reports (No. 1 of 2014)*, October 2013, p. 8.

12 Senate Community Affairs Legislation Committee, *Report on Annual Reports (No. 2 of 2012)*, September 2012, p. 11.

13 Australian Government response to the Senate Community Affairs Legislation Committee report: Report on Annual Reports (No. 2 of 2012), May 2014.  
[http://www.aph.gov.au/~media/Committees/Senate/committee/clac\\_ctte/annual/2012/gov\\_response.pdf](http://www.aph.gov.au/~media/Committees/Senate/committee/clac_ctte/annual/2012/gov_response.pdf), accessed 4 August 2014.

### ***Additional Reports***

1.26 In addition to the reports listed in Appendix 1, the following reports were also referred to and received by the committee between the period of 1 March 2014 and 30 June 2014. The committee notes that these reports were for their information only and the committee is not required by the terms of the Standing Order to report on these:

- Australian Government Department of Health—Report to Parliament on the Collection of PBS/RPBS under Co-Payment Prescription Data—2012–13 (tabled in the Senate 19 June 2014)<sup>14</sup>
- Australian Government Department of Social Services—Paid Parental Leave Scheme—Review Report—June 2014 (tabled in the Senate 16 June 2014)<sup>15</sup>
- Australian Institute of Health and Welfare—Australia’s health 2014—Fourteenth Biennial Report (tabled in the Senate 25 June 2014)<sup>16</sup>
- Australian Radiation Protection and Nuclear Safety Agency—Quarterly Report for the period 1 January 2014 to 31 March 2014 (tabled in the Senate 17 June 2014)<sup>17</sup>
- Medical Training Review Panel—Report for 2012–13 (tabled in the Senate 24 June 2014)<sup>18</sup>
- National Health and Medical Research Council (NHMRC)—NHMRC Embryo Research Licensing Committee—Report to the Parliament of Australia for the period 1 September 2013 to 28 February 2014 (tabled in the Senate 18 June 2014)<sup>19</sup>
- Office of the Gene Technology Regulator—Quarterly Report for the period 1 October to 31 December 2013 (tabled in the Senate 13 May 2014)<sup>20</sup>

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14 *Journals of the Senate*, No. 33—19 June 2014, p. 933.

15 *Journals of the Senate*, No. 30—16 June 2014, p. 857.

16 *Journals of the Senate*, No. 36—25 June 2014, p. 987.

17 *Journals of the Senate*, No. 31—17 June 2014, p. 881.

18 *Journals of the Senate*, No. 35—24 June 2014, p. 963.

19 *Journals of the Senate*, No. 32—18 June 2014, p. 899.

20 *Journals of the Senate*, No. 27—13 May 2014, p. 774.

## Chapter 2

### Annual Reports of Commonwealth Authorities, Companies and Agencies

2.1 For the financial year 2012–13, the following annual reports were referred to the committee for examination and report during the period 1 November 2013 to 30 April 2014:

#### **Social Services Portfolio**

- Australian Institute of Family Studies; and
- Social Security Appeals Tribunal.

#### **Health Portfolio**

- Australian Sports Anti-Doping Authority;
- Food Standards Australia New Zealand;
- General Practice Education and Training Limited;
- National Health and Medical Research Council; and
- Private Health Insurance Administration Council.

2.2 The committee has reviewed and provides comments on these portfolio annual reports.

#### **Social Services Portfolio**

##### *Australian Institute of Family Studies*

2.3 The annual report was tabled on 3 December 2013.<sup>1</sup>

2.4 The Australian Institute of Family Studies (AIFS) is a Melbourne-based statutory agency of the Australian Government, established in February 1980 under the Australian *Family Law Act 1975*. The Institute undertakes research in the area of family well-being with the objective of increasing understanding of the factors that affect how families function. The Institute's work provides an evidence base for the development of policy and practice related to family well-being.<sup>2</sup>

2.5 The committee is pleased that AIFS met or exceeded all of its seven key performance indicators.<sup>3</sup> In 2012–13, AIFS exceeded its target for publications downloaded by over 50%, demonstrating that the AIFS research outcomes are relevant and accessible.<sup>4</sup>

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1 *Journals of the Senate*, No. 5—3 December 2013, p. 203.

2 Australian Institute of Family Studies, *Annual Report 2012–13*, p. 12; Australian Institute of Family Studies, <http://www.aifs.gov.au/institute/aifs/aboutaifs.html>, accessed 18 July 2014.

3 Australian Institute of Family Studies, *Annual Report 2012–13*, p. 18.

4 Australian Institute of Family Studies, *Annual Report 2012–13*, p. 19.

2.6 During 2012–13, the AIFS own-source revenue increased from \$6.02 million to \$9.74 million with a commensurate increase in expenses. Revenue from Government declined slightly with the AIFS registering a slightly smaller year-on-year deficit of \$232,799. The committee is pleased that the AIFS has increased its revenue base.

2.7 The committee considers the annual report of the AIFS to be 'apparently satisfactory.'

### ***Social Security Appeals Tribunal***

2.8 The annual report was tabled in the Senate on 12 December 2013.<sup>5</sup>

2.9 The Social Security Appeals Tribunal (SSAT) reported on a 12% increase in decisions reviewed, increasing from 12,949 to 14,538 year-on-year. Applications to the Administrative Appeals Tribunal (AAT) increased by 30% due to statutory amendments relating to the disability support pension. The AAT affirmed 80% of the SSAT decisions referred to them, an increase from 75% in the 2011–12 period. The SSAT identified only 9 cases where the AAT adopted a different interpretation of the law to the SSAT.<sup>6</sup>

2.10 The committee notes that as the SSAT is not a prescribed agency under the *Financial Management and Accountability Act 1997*, it is not bound by the requirements for annual reports. However, the committee commends the SSAT for adopting most of these requirements in its 2012–13 report.

### **Health Portfolio**

#### ***Australian Sports Anti-Doping Authority***

2.11 The committee acknowledges that the Australian Sports and Anti-Doping Authority (ASADA) provided notification that their report would be delayed.<sup>7</sup> On 24 October 2013, the ASADA wrote to the Minister for Sport requesting an extension until 22 November 2013. The Minister granted the extension and the report was tabled in the Senate on 3 December 2013.<sup>8</sup>

2.12 The report noted the ASADA's investigative response to the Australian Crime Commission's Operation Aperio. This on-going, complex and wide-ranging investigation has reviewed more than 50,000 documents and interviewed more than 150 athletes and support people. Another major investigation into Australian cycling and allegations of doping is also on-going.<sup>9</sup>

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5 *Journals of the Senate*, No. 11—12 December 2013, p. 389.

6 Social Security Appeals Tribunal, *Annual Report 2012–13*, p. 1.

7 Senate Community Affairs Legislation Committee, *Report on Annual Reports (No. 1 of 2014)*, March 2014, p. 5.

8 *Journals of the Senate*, No. 5—3 December 2013, p. 203

9 Australian Sports Anti-Doping Authority, *Annual Report 2012–13*, pp 10–11.

2.13 The committee commends the ASADA on a well-presented and comprehensive report. Although the ASADA has outlined its customer service charter, future annual reports would benefit from the inclusion of performance statistics related to this charter.<sup>10</sup> The committee considers that further to comments made in its October 2013 report, an expanded compliance index and inclusion of exemptions to reporting requirements would improve the ASADA's Annual Report.<sup>11</sup>

#### ***Food Standards Australia New Zealand***

2.14 The committee acknowledges that Food Standards Australia New Zealand (FSANZ) provided notification that their report would be delayed.<sup>12</sup> On 28 October 2013, FSANZ wrote to the Assistant Minister for Health advising that they would be unable to provide the responsible Minister with a copy of the report before 15 October 2013, as outlined in Section 9 of the *Commonwealth Authorities and Companies Act 1997*. The Minister granted the extension and the report was tabled in the Senate on 3 December 2013.<sup>13</sup>

2.15 The authority collaborated with the Australian Bureau of Statistics to prepare a nutrient database for the Australian Health Survey 2011–13.<sup>14</sup> A range of emerging issues and projects currently being progressed include anti-microbial resistance, food packaging, nanotechnology, genetically modified foods, and improved frameworks to better anticipate emerging food safety issues.<sup>15</sup>

2.16 The committee considers the annual report of FSANZ to be 'apparently satisfactory'.

#### ***General Practice Education and Training Limited***

2.17 The annual report was tabled in the Senate on 3 December 2014.<sup>16</sup>

2.18 General Practice Education and Training Limited (GPET) is an Australian Government company that manages three general practice medical training programs. These are the Australian General Practice Training Program (AGPT), the Prevocational General Practice Placements Program (PGPPP), and the Overseas-Trained Doctor National Education and Training (OTDNET).<sup>17</sup>

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10 Australian Sports Anti-Doping Authority, *Annual Report 2012–13*, p. 62.

11 Senate Community Affairs Legislation Committee, *Report on Annual Reports (No. 2 of 2013)*, October 2013, p. 12.

12 Senate Community Affairs Legislation Committee, *Report on Annual Reports (No. 1 of 2014)*, March 2014, p. 5.

13 *Journals of the Senate*, No. 5—3 December 2013, p. 203

14 Food Standards Australia New Zealand, *Annual Report 2012–13*, p. 13.

15 Food Standards Australia New Zealand, *Annual Report 2012–13*, pp 94–95.

16 *Journals of the Senate*, No. 5—3 December 2013, p. 203

17 General Practice Education and Training Limited, <http://www.gpet.com.au/About-Us/About-Us>, accessed 17 July 2014.

2.19 GPET has been successful in expanding a number of these programs in accordance with Australian Government policy. There was an increase of over 200 places or 30% year-on-year within the PGPPP with the AGPT also expanding 'the number of training places from 600 per annum in 2008 to 1 200 by 2014'.<sup>18</sup> The number of Aboriginal and Torres Strait Islander GP Registrars has increased through the AGPT from 6 in 2004 to 39 in 2012.<sup>19</sup> High satisfaction rates (>83%) were recorded by AGPT participants.<sup>20</sup>

2.20 Further to comments in the *Report on Annual Reports (No. 2 of 2013)*, the committee reiterates a number of suggested changes that will assist the committee in its examination of future annual reports.<sup>21</sup> The committee suggests that GPET consider the addition of the following in future annual reports:

- a letter of transmittal;
- compliance index (required);<sup>22</sup>
- glossary index;
- contact officer (position and/or name);
- agency overview;
- human resources data including staffing profile, collective agreement and performance pay; and
- director indemnity information (required).<sup>23</sup>

2.21 Notwithstanding the above issues, the committee commends GPET on its financial statements<sup>24</sup> which are clearly set out and consistent with other Commonwealth company annual reports. The key results area (KRA) information<sup>25</sup> effectively conveys GPET's achievements against quantifiable objectives and KRAs.

### ***National Health and Medical Research Council***

2.22 The annual report was tabled in the Senate on 12 November 2013.<sup>26</sup>

2.23 The committee welcomes the Hon. Justice Annabelle Bennett AO as the new Chair of the National Health and Medical Research Council (NHMRC) Council.<sup>27</sup>

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18 General Practice Education and Training Limited, *Annual Report 2012–13*, p. 4.

19 General Practice Education and Training Limited, *Annual Report 2012–13*, p. 9.

20 General Practice Education and Training Limited, *Annual Report 2012–13*, p. 39.

21 Senate Community Affairs Legislation Committee, *Report on Annual Reports (No. 2 of 2013)*, October 2013, p. 12.

22 *Commonwealth Authorities (Annual Reporting) Orders 2011*, s. 21.

23 *Commonwealth Authorities (Annual Reporting) Orders 2011*, s. 19.

24 General Practice Education and Training Limited, *Annual Report 2012–13*, pp 48–80.

25 General Practice Education and Training Limited, *Annual Report 2012–13*, pp 18–40.

26 *Journals of the Senate*, No. 1—12 November 2013, p. 33.

27 National Health and Medical Research Council (NHMRC), *Annual Report 2012–13*, p. 2.



During 2012–13, NHMRC launched the Research Translation Faculty to assist in converting research into applied outcomes. This is consistent with the NHMRC *Strategic Plan 2013–2015*, where the NHMRC committed to 'help bridge the gap between the knowledge created through research and the translation of that knowledge into practice'.<sup>28</sup>

2.24 The committee is pleased with the report on activities within the Annual Report. This section describes a wide range of different research activities in a concise and accessible manner.<sup>29</sup> The 'Ten of the Best Research Projects 2012' is also useful in highlighting successful research outcomes including new methodologies for identifying childhood allergies and manipulation of the genetic pathway that causes skin cancer.<sup>30</sup>

2.25 Overall, this report is quite comprehensive and meets most requirements. However, the report does not provide a contact officer to whom enquiries can be addressed for further information. This is a mandatory requirement<sup>31</sup> that will assist in improved public accessibility.

### ***Private Health Insurance Administration Council***

2.26 The annual report was tabled in the Senate on 12 November 2013.<sup>32</sup>

2.27 During 2012–13, the Private Health Insurance Administration Council (PHIAC) achieved or exceeded its deliverables as determined in the *Portfolio Budget Statements*.<sup>33</sup> The committee notes PHIAC's new lead role in advising the Minister on the annual review of private health insurance premiums and commends PHIAC for creating a more streamlined and transparent approach.<sup>34</sup>

2.28 The committee considers the annual report of PHIAC to be 'apparently satisfactory'.

## **Senator Zed Seselja**

### **Chair**

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28 National Health and Medical Research Council (NHMRC), *Annual Report 2012–13*, pp 60–61.

29 National Health and Medical Research Council (NHMRC), *Annual Report 2012–13*, pp 36–43.

30 National Health and Medical Research Council (NHMRC), *Annual Report 2012–13*, pp 44–47.

31 Australian Government Department of Prime Minister and Cabinet, *Requirements for Annual Reports for Departments, Executive Agencies, and FMA Act Bodies*, 29 May 2014, p. 18, [http://www.dpmc.gov.au/guidelines/docs/annual\\_report\\_requirements\\_2013-14.pdf](http://www.dpmc.gov.au/guidelines/docs/annual_report_requirements_2013-14.pdf), accessed 18 July 2014.

32 *Journals of the Senate*, No. 1—12 November 2013, p. 34.

33 Private Health Insurance Administration Council, *Annual Report 2012–13*, pp 7–9.

34 Private Health Insurance Administration Council, *Annual Report 2012–13*, p. 2.



## Appendix 1

### List of departments, agencies and bodies required to present annual reports to the Senate

#### Social Services Portfolio

Department/Agency/Body	Type	Legislation	Reporting Year	Date tabled Senate	Date tabled House of Representatives	Date received out of session by President of the Senate (if applicable)	Date submitted to/ received by Minister (if available)	Received during period for Report 1 of 2014	Received during period for Report 2 of 2014
Anindilyakwa Land Council <sup>1</sup>	CAC Act – statutory authority	Section 37 of the <i>Aboriginal Land Rights (Northern Territory) Act 1976</i> and section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2011–12	18/06/13	28/05/13	n/a	15/05/13 15/05/13		
Australian Institute of Family Studies (AIFS)	FMA Act – Prescribed agency	Section 114LC of the <i>Family Law Act 1975</i> , section 70 and subsection 70(1) of the <i>Public Service Act 1999</i>	2012–13	03/12/13	02/12/13	n/a	14/10/13 14/10/13		√
Aged Care Commissioner	Statutory office holder – Departmental body	Section 95A-12 of the <i>Aged Care Act 1997</i>	2012–13	12/11/13	13/11/13	31/10/13	01/10/13 01/10/13	√	

<sup>1</sup> Report received outside of the reporting periods for 2013 *Reports on Annual Reports*. Report considered in *Report on Annual Reports (No. 1 of 2014)*.

Department/Agency/Body	Type	Legislation	Reporting Year	Date tabled Senate	Date tabled House of Representatives	Date received out of session by President of the Senate (if applicable)	Date submitted to/ received by Minister (if available)	Received during period for Report 1 of 2014	Received during period for Report 2 of 2014
Aged Care Standards and Accreditation Agency Ltd (ACSAA)	CAC Act – company (limited by guarantee)	Section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	29/10/13	01/10/13 01/10/13	√	
Coordinator-General for Remote Indigenous Services <sup>2</sup>	Statutory office holder	Section 28 (1) of the <i>Coordinator-General for Remote Indigenous Services Act 2009</i>	2012–13	12/11/13	13/11/13	29/10/13	04/10/13 04/10/13	√	
Department of Families, Housing, Community Services and Indigenous Affairs <sup>3</sup>	Department of State	Section 63 of the <i>Public Service Act 1999</i> (PS Act)	2012–13	12/11/13	13/11/13	29/10/13	04/10/13 04/10/13	√	
National Disability Insurance Agency <sup>4</sup>	CAC Act–statutory authority	Section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i> and section 172 of the <i>National Disability Insurance Scheme Act 2013</i>	2013–14						

<sup>2</sup> The Coordinator-General for Indigenous Services is included in the Department of Families, Housing, Community Services and Indigenous Affairs' *Annual Report 2012–13* as Appendix L.

<sup>3</sup> Name change to Department of Social Services.

<sup>4</sup> First annual report will be 2013-14.

Department/Agency/Body	Type	Legislation	Reporting Year	Date tabled Senate	Date tabled House of Representatives	Date received out of session by President of the Senate (if applicable)	Date submitted to/ received by Minister (if available)	Received during period for Report 1 of 2014	Received during period for Report 2 of 2014
Northern Land Council <sup>5</sup>	CAC Act – statutory authority	Section 37 of the <i>Aboriginal Land Rights (Northern Territory) Act 1976</i> , section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i> and the <i>Native Title Act 1993</i>	2011–12	25/06/13	25/06/13	n/a	30/05/13 30/05/13		
Social Security Appeals Tribunal (SSAT)	Statutory body	Section 25 of the <i>Social Security (Administration) Act 1999</i>	2012–13	12/12/13	03/12/13	n/a	16/10/13 16/10/13		J

<sup>5</sup> Report received outside of the reporting periods for 2013 *Reports on Annual Reports*; Report considered in *Report on Annual Reports (No. 1 of 2014)*.

## Health Portfolio

Department/Agency/Body	Type	Legislation	Reporting Year	Date tabled Senate	Date tabled House of Representatives	Date received out of session by President of the Senate (if applicable)	Date submitted to/received by Minister (if available)	Received during period for Report 1 of 2014	Received during period for Report 2 of 2014
Administrator of the National Health Funding Pool	Independent Statutory Officer	Section 241 and 243 of the <i>National Health Reform Act 2011</i>	2012–13	12/11/13	13/11/13	31/10/13	14/10/13 14/10/13	✓	
Australian Commission on Safety and Quality in Health Care	CAC Act – Commonwealth authority	Section 111 of the <i>National Health Reform Act 2011</i> and Section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	15/10/13	1/10/13 4/10/13	✓	
Australian Institute of Health and Welfare (AIHW)	CAC Act – statutory authority	Section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	28/10/13	14/10/13 14/10/13	✓	
Australian National Preventive Health Agency (ANPHA)	FMA Act – Prescribed agency	Section 53 of the <i>Australian National Preventive Health Agency Act 2010</i> and Sections 63 and 70 of the <i>Public Service Act 1999</i>	2012–13	12/11/13	13/11/13	31/10/13	23/10/13 28/10/13	✓	
Australian Organ and Tissue Donation and Transplantation Authority	FMA Act – Prescribed agency	Subsection 28(1) of the <i>Australian Organ and Tissue Donation and Transplantation Authority Act</i>	2012–13	12/11/13	13/11/13	30/10/13	14/10/13 18/10/13	✓	

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Australian Radiation Protection and Nuclear Safety Agency (ARPANSA)	FMA Act Prescribed agency	Section 60(6) of the <i>Australian Radiation Protection and Nuclear Safety Act 1998</i>	2012–13	12/11/13	13/11/13	31/10/13	08/10/13 09/10/13	✓	
Australian Sports Anti-Doping Authority (ASADA)	FMA Act-Prescribed agency	Subsection 74(1) of the <i>Australian Sports Anti-Doping Authority Act 2006</i>	2012–13	03/12/13	18/11/13	n/a	24/10/13 24/10/13		✓
Australian Sports Commission	CAC Act – statutory authority	Section 9 Of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	30/10/13	03/10/13 04/10/13	✓	
Australian Sports Foundation Limited	CAC Act – company (limited by guarantee)	Section 9 Of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	30/10/13	03/10/13 04/10/13	✓	
Cancer Australia	FMA Act – Prescribed agency	Section 37 of the <i>Cancer Australia Act 2006</i> and Section 57 of the <i>Financial Management and Accountability Act 1997</i>	2012–13	12/11/13	13/11/13	28/10/13	23/09/13 27/09/13	✓	
Department of Health and Ageing <sup>6</sup>	Department of the State	Section 63 of the <i>Public Service Act 1999</i> (PS Act)	2012–13 (2 volumes)	12/11/13	13/11/13	31/10/13	23/10/13 23/10/13	✓	

<sup>6</sup> Name change to Department of Health

Department/Agency/Body	Type	Legislation	Reporting Year	Date tabled Senate	Date tabled House of Representatives	Date received out of session by President of the Senate (if applicable)	Date submitted to/received by Minister (if available)	Received during period for Report 1 of 2014	Received during period for Report 2 of 2014
Food Standards Australia New Zealand (FSANZ)	CAC Act – statutory authority	Section 152 of the <i>Food Standards Australia New Zealand Act 1991</i> and Schedule 1 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	03/12/13	14/11/13	n/a	24/10/13 25/10/13		✓
General Practice Education and Training Limited (GPET)	CAC Act – company (limited by guarantee)	Section 36 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	03/12/13	03/12/13	n/a	21/10/13 21/10/13		✓
Health Workforce Australia (HWA)	CAC Act – statutory authority	Section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	23/10/13	04/10/13 09/10/13	✓	
Independent Hospital Pricing Authority (IHPA)	FMA Act – Prescribed agency	Section 193 of the <i>National Health Reform Amendment (Independent Hospital Pricing Authority) Act 2011</i> and section 57 of the <i>Financial Management and Accountability Act 1997</i>	2012–13	12/11/13	13/11/13	24/10/13	27/09/13 14/10/13	✓	



Department/Agency/Body	Type	Legislation	Reporting Year	Date tabled Senate	Date tabled House of Representatives	Date received out of session by President of the Senate (if applicable)	Date submitted to/received by Minister (if available)	Received during period for Report 1 of 2014	Received during period for Report 2 of 2014
National Blood Authority (NBA)	FMA Act – Prescribed agency	Section 44 of the <i>National Blood Authority Act 2003</i>	2012–13	12/11/13	13/13/13	31/10/13	04/10/13 14/10/13	✓	
National Health and Medical Research Council (NHMRC)	FMA Act – Prescribed agency	Section 83 of the <i>National Health and Medical Research Council Act 1992</i> and Section 63 of the <i>Public Service Act 1999</i>	2012–13	12/11/13	13/11/13	11/11/13	04/11/13 04/11/13		✓
National Health Funding Body (NHFB)	FMA Act– Prescribed agency	Section 70 of the <i>Public Service Act 1999</i> and 267 of the <i>National Health Reform Act 2011</i>	2012–13	12/11/13	13/11/13	31/10/13	14/10/13 15/10/13	✓	
National Health Performance Authority (NHPA)	FMA Act – Prescribed agency	Section 111 of the <i>National Health Reform Act 2011</i> and Section 57 of the <i>Financial Management and Accountability Act 1997</i>	2012–13	12/11/13	13/11/13	30/10/13	16/10/13 18/10/13	✓	
National Industrial Chemicals Notification and Assessment Scheme (NICNAS)	Regulatory Scheme – Departmental body	Section 108 of the <i>Industrial Chemicals (Notification and Assessment) Act 1989</i>	2012–13	12/11/13	13/11/13	31/10/13	11/10/13 14/10/13	✓	
National Mental Health Commission	FMA Act – Executive Agency	Section 70 of the <i>Public Service Act 1999</i>	2012–13	12/11/13	13/11/13	31/10/13	23/10/13 29/10/13	✓	

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Office of the Gene Technology Regulator	Statutory office holder – Departmental body	Section 136 of the <i>Gene Technology Act 2000</i>	2012–13	12/11/13	13/11/13	30/10/13	25/09/13 25/09/13	✓	
Pharmaceutical Benefits Pricing Authority (PBPA) <sup>7</sup>	Independent non-statutory body	Sub section 34(3) of the <i>Acts Interpretation Act 1901</i>	2012–13	12/11/13	13/11/13	31/10/13	23/10/13 23/10/13	✓	
Pharmaceutical Benefits Advisory Committee (PBAC) <sup>8</sup>	Independent expert body	Section 99YBC of the <i>National Health Act 1953</i>	2012–13	12/11/13	13/11/13	31/10/13	23/10/13 23/10/13	✓	
Private Health Insurance Administration Council (PHIAC)	CAC Act – statutory authority	Section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	06/11/13	14/10/13 15/10/13		✓
Private Health Insurance Ombudsman (PHIO)	FMA Act – Prescribed agency	Section 253-50 of the <i>Private Health Insurance Act 2007</i>	2012–13	12/11/13	13/11/13	25/10/13	26/09/13 02/10/13	✓	
Professional Services Review (PSR)	FMA Act – Prescribed agency	Section 106ZQ of the <i>Health Insurance Act 1973</i>	2012–13	12/11/13	13/11/13	31/10/13	16/10/13 18/10/13	✓	

<sup>7</sup> Incorporated into the Department of Health and Ageing's *Annual Report 2012–13* as Appendix 2.

<sup>8</sup> Incorporated into the Department of Health and Ageing's *Annual Report 2012–13* as Appendix 1.

## Human Services Portfolio

Department/Agency/Body	Type	Legislation	Reporting Year	Date tabled Senate	Date tabled House of Representatives	Date received out of session by President of the Senate (if applicable)	Date submitted to/ received by Minister (if available)	Received during period for Report 1 of 2014	Received during period for Report 2 of 2014
Australian Hearing	CAC Act – statutory authority	Section 9 of the <i>Commonwealth Authorities and Companies Act 1997</i>	2012–13	12/11/13	13/11/13	18/10/13	04/10/13 14/10/13	✓	
Department of Human Services	Department of the State	Section 63 of the <i>Public Service Act 1999</i> (PS Act)	2012–13	12/11/13	13/11/13	22/10/13	10/10/13 11/10/13	✓	