

The Senate

Finance and Public Administration
Legislation Committee

Annual reports (No. 2 of 2011)

August 2011

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ISBN 978-1-74229-507-7

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Printed by the Senate Printing Unit, Parliament House, Canberra.

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Senator the Hon Ursula Stephens	ALP, NSW
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Report on annual reports

Introduction

1.1 This is the Senate Finance and Public Administration Legislation Committee's (the committee) second report on annual reports for 2011. It provides an overview of the committee's examination of annual reports for the 2009–10 financial year presented to the Parliament between 1 November 2010 and 30 April 2011. 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_fpa.

Terms of reference

1.2 Under Senate Standing Order 25(20) the annual reports of certain departments and agencies stand referred to committees for examination and assessment. Each committee is required to:

- (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

1.3 The Senate allocated departments and agencies to committees on 29 September 2010.¹ In accordance with that resolution, the committee has responsibility for the oversight of the following:

- Parliament;²
- Prime Minister and Cabinet portfolio (including the Department of Regional Australia, Regional Development and Local Government); and
- Finance and Deregulation portfolio.

1.4 There have been some changes to the departments and agencies within the committee's allocated portfolios since the committee's last report on annual reports. As noted in the committee's recent Budget estimates report, the Commonwealth National Disaster Recovery Taskforce was established within the Department of Regional Australia, Regional Development and Local Government (DRARDLG) following the natural disasters in Queensland and Victoria in late 2010–early 2011.³

1.5 Within the Finance and Deregulation portfolio, the Commonwealth Superannuation Corporation (CSC) was established. The Parliament passed legislation to consolidate the Australian Reward Investment Alliance (ARIA) and the Military Trustee Boards from 1 July 2011 into the CSC. This was to improve the Government's superannuation governance arrangements and to improve benefits for members. In addition, ComSuper was established as a statutory agency under the *Public Service Act 1999*, meaning the role of the Commissioner for Superannuation no longer exists and the agency is now headed by a Chief Executive Officer. These changes will be examined by the committee through the respective annual reports when they are provided to the Parliament.

Method of assessment

1.6 Annual reports provide one of the key mechanisms, together with the Estimates process, for scrutiny of the operations of Government. As stated in the *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies* 'the primary purpose of annual reports of departments is accountability, in particular to the parliament'.⁴

1 *Journals of the Senate*, 29 September 2010, p. 88.

2 As a matter of comity between the Houses, neither House inquires into the operations of the other House. For this reason, neither the annual report of, nor the proposed expenditure for, the Department of the House of Representatives is referred to a Senate Committee for review.

3 For more information please see Senate Finance and Public Administration Legislation Committee, *Report on Budget estimates 2011-12*, pp 1–2.

4 Department of the Prime Minister and Cabinet, *Requirements for Annual Reports for departments, executive agencies and FMA Act bodies*, June 2010, p. 3.

1.7 Senate Standing Order 25(20) requires that the committee 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. The principal legislation which apply to departments, statutory agencies and authorities, and Commonwealth companies are:

- *Public Service Act 1999*;
- *Parliamentary Service Act 1999*;
- *Financial Management and Accountability Act 1997* (FMA Act); and
- *Commonwealth Authorities and Companies Act 1997* (CAC Act).

1.8 Statutory authorities report under their respective enabling legislation. For example, the Australian Electoral Commission reports under section 17 of the *Commonwealth Electoral Act 1918*.

1.9 The committee also assesses whether reports comply with the *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies* (the PM&C requirements), issued by the Department of the Prime Minister and Cabinet with the approval of the Joint Committee of Public Accounts and Audit under subsections 63(2) and 70(2) of the *Public Service Act 1999*. This is the authoritative source outlining the requirements for preparing and presenting annual reports for bodies prescribed under the FMA Act.⁵

1.10 Commonwealth authorities and companies reporting under the CAC Act are required to comply with the *Commonwealth Authorities and Companies (Report of Operations) Orders 2008*.⁶

1.11 The Finance Minister has a role in the oversight of Commonwealth authorities that are also classified as a government business enterprise (GBE) as set out in the CAC Act. The annual reports of GBEs must provide an assessment of the entity's financial condition, dividends and community service obligations over the financial year.

1.12 The committee determines whether the report of an agency satisfactorily meets reporting requirements by assessing against the PM&C requirements, in particular, the checklist at Attachment F in the requirements; its respective enabling legislation; and where necessary, the *Corporations Act 2001*.⁷

5 These guidelines may be found at:
www.pmc.gov.au/guidelines/docs/annual_report_requirements.pdf.

6 These orders are available at the following link:
<http://www.comlaw.gov.au/Details/F2008L02092>

7 *Corporations Act 2001*, chapter 2M.

Reports examined

1.13 During the period of 1 November 2010 to 30 April 2011, seven annual reports were tabled in the Senate or presented 'out of session' to the President of the Senate, and referred the committee for examination. The reports are categorised as follows:

Statutory agencies

- Australian Electoral Commission—Annual Report 2009–10—pursuant to section 17 of the *Commonwealth Electoral Act 1918*;
- Australian Public Service Commissioner Report for 2009–10, incorporating the annual report of the Merit Protection Commissioner—pursuant to section 44 of the *Public Service Act 1999*;
- Australian Sports Anti-Doping Authority—Annual Report 2009–10—pursuant to subsection 74(1) of the *Australian Sports Anti-Doping Authority Act 2006*;
- Commonwealth Ombudsman—Annual Report 2009–10—pursuant to subsection 19(4) of the *Ombudsman Act 1976*; and
- National Capital Authority—Annual Report 2009–10—pursuant to section 50 of the *ACT (Planning and Land Management) Act 1988*.

Commonwealth companies

- ASC Pty Ltd—Annual Report 2009–10—pursuant to section 9 of the *Commonwealth Authorities and Companies Act 1997*.

Commonwealth authorities

- Albury-Wodonga Development Corporation—Annual Report 2009–10—pursuant to subsection 34C(3) of the *Acts Interpretation Act 1901*.

Reports not examined

1.14 The committee is not obliged to report on Acts, statements of corporate intent, surveys, corporate plans or errata. The following documents were referred to the committee but not examined:

- ASC Pty Ltd—Statement of corporate intent 2010–13—pursuant to section 9 of the *Commonwealth Authorities and Companies Act 1997*;
- Australian Public Service Commissioner—State of the Service Report 2009–10—pursuant to section 44 of the *Public Service Act 1999*;
- Department of Finance and Deregulation—Consolidated financial statements for the year ended 30 June 2010—pursuant to sections 55 and 56 of the *Financial Management and Accountability Act 1997*;
- Department of Finance and Deregulation—Issues from the advances under the annual appropriations Acts—report for 2009–10;

-
- *Freedom of Information Act 1982*—pursuant to section 93 of the *Freedom of Information Act 1982*;
 - *Members of Parliament (Staff) Act 1984*—Annual Report 2009–10—pursuant to Part IV of the *Members of Parliament (Staff) Act 1984*;
 - Department of Finance and Deregulation—Campaign advertising by Australian government departments and agencies—Report for the period 1 July to 31 December 2010; and
 - Department of Finance and Deregulation—Review of parliamentary entitlements—Committee report—April 2010.

Reports held over

1.15 The following reports—relating to the 2009–10 financial year—were tabled in the Senate after 30 April 2011 and will therefore be examined in the committee's next report on annual reports, due to be presented to the Senate in early 2012:

- Australian Industry Development Corporation—Special purpose financial report for 2010 [final report] (tabled 11 May 2011);
- Australian River Co. Limited and its consolidated entities—Financial report for the year ended 30 November 2010—Annual report 2010 (tabled 11 May 2011); and
- Australian Political Exchange Council—Annual reports 2007–08, 2008–09 and 2009–10 (tabled 14 June 2011).

Non-reporting bodies

1.16 Standing Order 25(20)(h) requires that the committee inquire into, and report on, any bodies which do not present annual reports to the Senate but should present such reports.

1.17 The committee continues to approach this in two ways. First, the committee examines the *Administrative Arrangements Order* for the list of legislation administered by portfolio ministers and consequently, departments and agencies. Second, the committee consults the Department of Finance and Deregulation's listing of Australian Government Bodies. The list identifies the agencies that are required to report and the Acts under which they report.⁸

1.18 Based on the above checks, the committee considers it has received all reports that it is required to receive.

8 This list may be found at: <http://www.finance.gov.au/publications/flipchart/index.html> (accessed 4 August 2011).

Timeliness

1.19 All annual reports 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'.⁹ The committee continues to encourage FMA Act bodies to follow this policy.

1.20 The Australian Public Service Commission's (APSC) annual report was tabled on 1 November 2010, only one day later than specified in the PM&C requirements. As stated above, FMA Act agencies are required to table a report by 31 October following the end of the financial year. The committee notes that the report was provided to the Minister with adequate time to meet this deadline and encourages portfolio Ministers to adhere to the 31 October tabling date.

1.21 The Australian Electoral Commission (AEC) is required by its own legislation to provide an annual report as soon as practicable after 30 June each year to the Minister, and the Minister is then required to present the report to the Parliament within 15 sitting days after receiving the report.¹⁰ The committee noted that the AEC annual report was not provided to the Minister until 18 November 2010 almost four months after the end of the financial year. Furthermore, the Minister provided the AEC annual report to the Parliament on 9 February 2011, more than 15 sitting days after receipt. There does not appear to be any documentation to suggest that the AEC or the responsible Minister requested an extension to report, therefore it is in the committee's view that the report was provided to the Parliament late.

1.22 Commonwealth companies reporting under the CAC Act are required to provide an annual report to the responsible Minister four months after the end of the company's financial year.¹¹ It appears all annual reports submitted by Commonwealth companies in the committee's portfolio areas fulfilled this requirement, including the reports that were received after 30 April 2011. Ministers are required to table annual reports of companies as soon as practicable. All Commonwealth companies' reports examined by the committee, were tabled within 15 sitting days of receipt by the responsible Minister as determined by the *Acts Interpretation Act 1901*.¹²

1.23 Commonwealth authorities are required to report to the responsible Minister by the 15th day of the fourth month after the end of the financial year, which for authorities reporting on a standard financial year basis would be 15 October.¹³ All

9 Department of the Prime Minister and Cabinet, *Requirements for Annual Reports for departments, executive agencies and FMA Act bodies*, June 2010, p. 2.

10 *Commonwealth Electoral Act 1918*, s. 17(1) and (4).

11 *Commonwealth Authorities and Companies Act 1999*, s. 36.

12 *Acts Interpretation Act 1901*, s. 34C(3). See also *Government Response to Senate Standing Committee on Finance and Public Administration Annual Reports (No. 1 of 2009)*, p. 3.

13 *Commonwealth Authorities and Companies Act 1999*, s. 9.

Commonwealth authorities appear to have provided annual reports to the respective Ministers by this date.

1.24 For each report referred to it, the committee recorded the following dates:

- submitted to minister;
- received by the minister;
- tabled in the Senate or presented to the President or a temporary chair of Committees; and
- tabling date in the House of Representatives, where applicable.

Senate debate

1.25 Few annual reports are debated in the Senate, but many remain on the Senate Notice Paper for future consideration. There are several reports on the Notice Paper, however the committee is not aware of any Senate debates relating to the reports examined.

Corrections

1.26 The committee would like to acknowledge two errors in its previous report on annual reports, *Annual reports (No. 1 of 2011)*. In paragraph 1.22, the committee stated that the letter from the Australian Sports Anti-Doping Authority (ASADA) relating to the delayed presentation of its annual report was provided to the Senate on 15 November 2010. While the letter had been tabled on this day, it was presented 'out of sitting' on 29 October 2010, within the specified time as required by subsection 34C of the *Acts Interpretation Act 1901*. Furthermore, the committee quoted from the letter that 'printing of the report will be completed by the 31 October deadline'. This quote should have read 'printing of the report will *not* be completed by the 31 October deadline' (emphasis added). This change has been made to the electronic version of the committee's report on the website.¹⁴

Government responses to committee reports on annual reports

1.27 The Government provided a response to the committee's report *Annual Reports (No. 1 of 2009)* in May this year.

1.28 The committee's first recommendation relating to the responsibility of Ministers tabling annual reports in Parliament as soon as practicable after receipt, was noted by the Government. As stated above, all FMA Act bodies are required to table annual reports by 31 October and the responsible Minister is required to meet this

14 Senate Finance and Public Administration Legislation Committee, *Annual Reports (No. 1 of 2011)*, p. 8. Available at the following link: http://www.aph.gov.au/Senate/committee/fapa_ctte/annual/2011/report1/index.htm (accessed 5 August 2011)

deadline. For CAC Act bodies and other agencies that report according to their enabling legislation, the Minister is often required to table annual reports as soon as practicable after receipt. The Government response noted that subsection 34C(3) of the *Acts Interpretation Act 1901* states that the responsible Minister must table the report in both Houses of Parliament within 15 sitting days of receiving the report. This clarifies the timeline for the provision to the Parliament of annual reports received by the responsible Minister.

1.29 The Government response also supported the committee's recommendation to have all reports include a compliance index. From June 2010, a compliance index was made mandatory for all FMA Act bodies in the PM&C requirements. Further, the Government supported the inclusion of a compliance index as a reporting requirement for Commonwealth authorities and companies and has included the compliance index as a reporting requirement in the draft *Commonwealth Authorities (Annual Report of Operations) Orders 2010* and *Commonwealth Companies (Government Reporting Requirements) Orders 2010*.¹⁵ These orders have been provided for consultation by the Department of Finance and Deregulation and will replace the *Commonwealth Authorities and Companies (Report of Operations) Orders 2008*.

1.30 The other recommendations in the report related to adherence to the Commonwealth Fraud Control Guidelines and that CAC Act bodies report according to the PM&C requirements. The response stated that FMA Act bodies are already required to adhere to the Commonwealth Fraud Control Guidelines and that the Department of Finance and Deregulation is working on applying a general Commonwealth policy order for CAC Act bodies which would include the Fraud Control Guidelines. In relation to annual reports of CAC Act bodies adhering to the PM&C requirements, the Government did not support this recommendation and stated that Commonwealth authorities and Commonwealth companies have separate annual reporting requirements which are set out in the *Commonwealth Authorities and Companies (Report of Operation Orders) 2008* and *Corporations Act 2001* respectively.

1.31 The committee also notes that the draft orders for Commonwealth authorities and Commonwealth companies include a 'Related entity transactions' requirement. The committee recommended in its second report on annual reports for 2009 that annual reports by CAC Act bodies contain, if applicable, an explanation of the decision making process to pay for services from 'related entity' companies.¹⁶ The committee is pleased that this matter has been included in the draft orders.

15 Consultation drafts of the Order available at: <http://www.finance.gov.au/draft-orders/ca-attachment-a.html>; <http://www.finance.gov.au/draft-orders/ca-attachment-b.html> (accessed 5 August 2011)

16 Senate Finance and Public Administration Legislation Committee, *Annual Reports (No. 2 of 2009)*, September 2009.

Selected agencies and reports

1.32 The committee has found that one report, the ASC Pty Ltd annual report for 2010 did not include information in accordance with the *Freedom of Information Act 1982* and the *Commonwealth Electoral Act 1918*, but that it did meet its GBE annual reporting requirements. All other reports received during the reporting period were 'apparently satisfactory'. The committee has selected the reports below for further examination and analysis.

Australian Electoral Commission

1.33 The 2009–10 annual report by the Australian Electoral Commission provides detailed information on the Commission's performance over the financial year. The report uses the key performance indicators (KPIs) from the Portfolio Budget Statements (PBS) of 2009–10 to provide the reader with a clear analysis of the AEC's performance. The report uses plain English and is concise, making the report easy to follow and thus accessible for all readers. There is some repetition in the report with several initiatives crossing different outcomes and programs, however, this does allow the reader to have a thorough understanding of the work of the Commission.

1.34 The AEC report focuses on the lead up to the 2010 federal election and the work carried out by the agency preparing for this event. The performance of the AEC in conducting the election will be discussed in detail in the 2010–11 annual report and the committee looks forward to examining this report.

1.35 The annual report also discussed some of the challenges facing the AEC in 2009–10 and into the future. These challenges include the importance of modernising the Electoral Act to keep up with the rapid technological changes taking place and to re-build electoral participation of Australians aged 18-39. In addition, the report raised the issue of keeping the electoral roll up-to-date and the challenges of the Australian population growing faster than the electoral roll is able to be updated.¹⁷ The AEC also stated that one of the most complex issues it faces is carrying out the assessment of the registration of new party names that are similar to party names already registered at Commonwealth, State and Territory levels.

1.36 The human resource management section of the report discussed an independent staff satisfaction report from 2009. From the results of this survey, the AEC has developed and launched the Investing In Our People program to provide development opportunities for staff in both their existing and future jobs and to recognise staff achievements.¹⁸ The AEC stated that it has seen an increased retention in the number of staff with the agency.

17 Australian Electoral Commission, *Annual Report 2009-10*, p. 33.

18 Australian Electoral Commission, *Annual Report 2009-10*, p. 5.

1.37 The committee commends the AEC for the detailed chapter on 'Providing access for people with disabilities' which discusses the work carried out by the AEC in this area as service provider and as employer.

1.38 Lastly, the report also contains information on complaints lodged with the Australian Human Rights Commission against the AEC. In particular, one complaint related to the services and facilities available to enable persons who are blind or have low vision to vote in federal elections. The AEC stated that new procedures were put in place for the 2010 federal election as an interim measure in response to this complaint and the committee awaits the Commission's next annual report to examine the outcome of these new procedures.¹⁹

Australian Public Service Commissioner

1.39 The report by the Australian Public Service Commission (APSC) is a well presented report, and provides good detail and direction for the reader. The guide to the report provides the reader with an overview and short description of each section within the report. This is helpful not only for the committee's examination of the report, but also for members of the public seeking information on the work of the APSC. Further, the key performance indicators from the PBS are used well to summarise and review the performance over the year. The report also includes financial performance summaries by outcome which ensures transparency of spending of public funds by the APSC.

1.40 The report discusses the range of preliminary work that the APSC began in 2009–10 to support the implementation of the reforms that came out of the *Ahead of the Game: Blueprint for the Reform of the Australian Government Reform*. The Commission has taken on a whole of the Australian Public Service (APS) leadership and change-management role and established a project management office to support this new work. The annual report states that while the APSC has retained its current outcome, it has developed a new vision 'To lead and shape a unified, high-performing APS'.²⁰

1.41 In addition, the Commission stated a further change in 2009–10 was the transfer of the responsibility of the Government's policies for agreement-making, classification structures, APS pay and employment conditions, work-level standards and workplace relations from the Department of Education, Employment and Workplace Relations.

1.42 The APSC's report, as stated above, provided a vast amount of detailed information on the work carried out over the 2009–10 financial year. This information, however, is presented in sections based on the internal structure of the

19 Australian Electoral Commission, *Annual Report 2009-10*, pp 116–17.

20 Australian Public Service Commissioner, *Annual Report 2009-10*, p. 7.

APSC. This approach does mean that information relating to the PM&C requirements is lost across chapters and it is hard for the reader to compare with similar reports.

1.43 The committee notes that many of the FMA Act bodies reporting on the use of consultancies have provided the information on the web rather than in the report. This approach is acceptable, however, no website address was provided in the APSC report and the committee encourages the APSC to provide the weblink to make the information more accessible to the reader.²¹

Office of the Commonwealth Ombudsman

1.44 The annual report by the Office of the Commonwealth Ombudsman clearly sets out its aims, that is 'to meet the parliamentary reporting requirements and to provide information to the community about the diverse nature of the complaints handled by our office'.²² This is achieved as the report includes information on the work of the Ombudsman that is easily accessible for the general public as well as detailed information as set out by the PM&C requirements.

1.45 Over the 2009–10 financial year, the Office went through a period of transition with the Commonwealth Ombudsman, Mr Timothy Pilgrim and one of the Deputy Commonwealth Ombudsmen, Dr Vivienne Thom, moving on to other Commonwealth agencies. The committee has had the opportunity to inquire into the operations of Office under the new Commonwealth Ombudsman, Mr Allan Asher, during the 2010–11 estimates process.

1.46 Similar to the AEC, the Ombudsman's office has introduced new human resource management processes following issues highlighted by a staff survey in 2009. The processes include the introduction of an internal mobility register to allow staff to move and to improve career development opportunities, the development of an online training system, updated core module training and the Office has moved to new premises so all ACT staff are now on the same office building level.

1.47 The Ombudsman's report uses case studies effectively to explain some of the work carried out by the Office. These provide the reader with information on the various complaints received and the outcomes achieved with government agencies from the complaints. The case studies enable the reader to have a greater understanding of the intricacies of the Ombudsman's work and of the ways in which the Office can provide assistance to the general public in their interaction with Commonwealth agencies.

1.48 The committee noted the Ombudsman's comments on the growing number of cross-agency issues arising from cross-agency programs. The annual report states that

21 APSC consultant details are available at:
<http://www.apsc.gov.au/annualreport/0910/financialconsultants.html> (accessed 27 July 2011).

22 Commonwealth Ombudsman, *Annual Report 2009-10*, p. iv.

this has made the investigative process much more complicated. The committee will continue to monitor this situation through future annual reports of the Ombudsman and other government agencies.

Australian Sports Anti-Doping Authority

1.49 The ASADA 2009–10 annual report details the operations of the Authority in its fifth year of operation. This report provides a good balance of narrative discussion on ASADA's work throughout the year and detailed information on its performance against the 2009–10 key performance indicators in the PBS.

1.50 During the financial year, ASADA developed a new education model and curriculum framework for the national anti-doping education program. This new model was used to provide the foundations for the program, Pure Performance Online. This online program will provide information on anti-doping education to athletes, support personnel and organisations.

1.51 From 1 January 2010, amendments to the ASADA Act came into effect with the agency head changing from a Chair to a Chief Executive Officer (CEO). Ms Aurora Andruska commenced as CEO on 10 May 2010. Further, the Anti-Doping Rule Violation Panel was established at the same time. The Panel is responsible for making findings on possible anti-doping rule violations and maintaining the register of findings.

1.52 The report stated that ASADA is aiming for a greater emphasis on digital marketing and communications to increase awareness of its role and information on prohibited substances in sport. The website was redeveloped and a new online tool was created, *Check Your Substance*, which saw a 3024 per cent increase in the number of page views of the agency's website.

1.53 In relation to the Commonwealth Disability Strategy, ASADA stated that it was in the process of developing its 2010–14 disability plan. While the committee acknowledges that the PM&C requirements for 2010–11 annual reports will require information on the National Disability Strategy rather than the Commonwealth Strategy, ASADA is still encouraged to provide more information on its disability plan than to only state it is in development.

National Capital Authority

1.54 This is the first opportunity that the committee has had to examine the annual report of the National Capital Authority (NCA), with DRARDLG now under the committee's portfolio coverage. The NCA Chairman's report states that 'the new Authority has had to grapple with some long-standing, indeed endemic, problems'.²³ The future of the Authority has come under question recently and the annual report

23 National Capital Authority, *Annual Report 2009-10*, p. vii.

reflects some of these concerns relating to its role in the management and future development of the national capital.

1.55 The annual report states that a long-term aim of the NCA is to complete a fifty-year 'forward look', once the government has decided on the future of the NCA. This forecast will canvass the likely size, needs and infrastructure of the national capital, and will involve a complete revision of the National Capital Plan.

1.56 The review of performance states that the target number of visitors to the National Capital Exhibition was 235 000, however the actual number of visitors to the exhibition in 2009–10 was only 175 679. At the same time, the target number of visitors for the online educational material was 3 500 and the NCA website had 7 145 visitors in 2009–10.

1.57 The annual report by the NCA focuses more on the requirements of the NCA's enabling legislation rather than its outcome structure. The committee encourages the NCA in its next annual report to focus on its performance in relation to its outcome and program structures for easy comparison to spending and agency objectives as outlined in the PBS. The committee notes that the NCA provided comprehensive information on the projects and programs that were carried out during the year, however, this is more of an explanatory discussion than in-depth analysis of performance.

Albury-Wodonga Development Corporation

1.58 The annual report of the Albury-Wodonga Development Corporation (AWDC) states that the requirements of its charter are to prepare the organisation for winding-up. In accordance with the charter, the AWDC stated that it achieved the disposal of further assets in 2009–10, including one-third of its remaining undeveloped land bank.

1.59 While the Corporation is attempting to dispose of all assets, the report still included all requirements as set out in the *Commonwealth Authorities and Companies (Report of Operations) Orders 2008*. The report also includes a short compliance index at the end of the report which is helpful for the reader and provides an easy reference point. Further, it ensures that the corporation has met all the requirements as set out in the Report of Operations Orders.

1.60 The committee commends the Albury-Wodonga Development Corporation on its annual report.

Senator Helen Polley
Chair

Appendix 1

Dates relating to the timeliness of presentation and debate in the Senate

In the case where a report is examined in this report and has been tabled in the Senate after 31 April 2011, both the House of Representatives [H] and the Senate [S] tabling dates have been included. Note: there is no provision in the *House of Representatives Standing and Sessional Orders* for annual reports to be tabled out of session.

Reporting Body	Sent to Minister	Received by Minister	Tabled in the Senate or presented out of sitting (*)	Consideration in the Senate – debate
PRIME MINISTER AND CABINET PORTFOLIO				
Australian Public Service Commissioner–Report for 2009-10	5 October 2010	5 October 2010	1 November 2010*	–
Australian Public Service Commissioner–State of the Service Report for 2009-10	8 November 2010	8 November 2010	9 February 2011	–
Australian Sports Anti-Doping Authority–Report for 2009-10	20 October 2010	20 October 2010	24 November 2010	–
Commonwealth Ombudsman – Report for 2009-10	26 October 2010	26 October 2010	1 November 2010*	–
<i>Freedom of Information Act 1982</i> –Report for 2009-10	27 October 2010	27 October 2010	20 December 2010*	–
National Capital Authority–Report for 2009-10	19 October 2010	25 October 2010	16 November 2010	–
FINANCE AND DEREGULATION PORTFOLIO				
Albury Wodonga Development Corporation–Report for 2009-10	5 October 2010	7 October 2010	17 November 2010	–
Australian Electoral Commission–Report for 2009-10	18 November 2010	19 November 2010	9 February 2011	–
ASC Pty Ltd–Report for 2009-10	30 September 2010	1 October 2010	23 November 2010	–
ASC Pty Ltd – Statement of Corporate Intent–Statement of Corporate Intent 2009-2012	19 July 2010	23 July 2010	23 November 2010	–

Reporting Body	Sent to Minister	Received by Minister	Tabled in the Senate or presented out of sitting (*)	Consideration in the Senate – debate
Department of Finance and Deregulation—Issues from the Advances Under the Annual Appropriations Act—Report for 2009-10	12 October 2010	12 October 2010	17 November 2010	24 March 2011
<i>Members of Parliament (Staff) Act 1984</i> —Report for 2009-10	28 October 2010	28 October 2010	23 November 2010*	—
Department of Finance and Deregulation—Campaign advertising by Australian government departments and agencies—Report for the period 1 July to 31 December 2010	1 March 2011	1 March 2011	31 March 2011*	—
Department of Finance and Deregulation—Consolidated financial statements for the year ended 30 June 2010	19 November 2010	19 November 2010	14 December 2010*	—
Department of Finance and Deregulation—Review of parliamentary entitlements—Committee report—April 2010	9 April 2010	9 April 2010	H: 24 March 2011 S: 10 May 2011	—
Australian Industry Development Corporation—Special purpose financial report for 2010	2 March 2011	3 March 2011	11 May 2011	—
Australian River Co. Limited and its consolidated entities—Financial report for the year ended 30 November 2010—Annual report 2010	8 March 2011	8 March 2011	11 May 2011	—
Australian Political Exchange Council—Annual Reports 2007-08, 2008-09 and 2009-10	10 May 2011	10 May 2011	14 June 2011	—