

## PART I

**ALL AGENCIES ARE REQUESTED TO COMPLETE PART I.**

**If you cannot answer a question, please indicate whether the question is NOT APPLICABLE or if INFORMATION IS NOT AVAILABLE.**

### Section 1: Contact details

1.1 Agency

1.2 Reporting and financial arrangements are governed by:  
(Please indicate with a 'X' whether one or more of the following Acts apply)

*Financial Management and Accountability Act 1997*

|     |    |
|-----|----|
| YES | NO |
|     | X  |

*Commonwealth Authorities and Companies Act 1997*

|     |    |
|-----|----|
| YES | NO |
| X   |    |

Other

1.3 Contact Officer

Position

Phone

Fax

Email

Address

**This section asks about your agency's total revenues, charges and expenses. All agencies should complete this section, whether or not you consider you undertake cost recovery.**

**Section 2: Agency revenues, charges and expenses**

(Please indicate with a 'X' which response applies)

2.1 Has your agency charged any cost recovery fees, levies or other charges in the last five financial years?

| YES | NO |
|-----|----|
| X   |    |

*Relevant charges include any fees, levies, taxes (including some customs and excise duties earmarked for specific purposes) or other charges which arise from the services, programs or business activities of your agency, and which are collected by your agency or by another agency on your behalf. For example, application fees, processing charges, consultancy fees, publication sales, special industry duties, excises or levies other than general taxation.*

2.2 Were any of the appropriations allocated to your agency in the last five financial years linked (hypothecated) to revenue collected from fees, levies or charges (for example, levies paid to the Consolidated Revenue Fund but earmarked for allocation to your portfolio)? (Whether the revenue was collected by your agency or by another agency on your behalf).

| YES | NO |
|-----|----|
|     | X  |

2.3 Has your agency considered introducing any cost recovery arrangements in the past that were not implemented?  
(Please attach any relevant reviews, analysis or other information.)

| YES | NO |
|-----|----|
|     | X  |

2.4 Is your agency considering introducing any cost recovery arrangements in the future?  
(Please attach any relevant reviews, analysis or other information.)

| YES | NO |
|-----|----|
|     | X  |

**If you answered NO to questions 2.1 and 2.2, you need not answer any further questions. Thank you for your cooperation. Please return the questionnaire to the Commission (see front sheet for instructions).**

**If you answered YES to EITHER question 2.1 OR question 2.2 OR both, please complete section 3 below, and Part II on the following worksheet.**

**Section 3: Agency revenues and expenses**

3.1 Does your agency classify revenues and expenses as agency and administered?

*Agency revenues and expenses are those controlled by the department/agency (for example, employee and administrative expenses). Administered revenues and expenses are those which are controlled by Government and managed or oversighted by the department/agency on behalf of the Government (for example, social security payments).*

| YES | NO |
|-----|----|
|     | X  |

**If your agency classifies revenues and expenses as 'agency' and 'administered' then please fill in both tables below. If your agency does not classify revenues and expenses as 'agency' and 'administered' then please put all revenues and expenses in the 'agency' table below.**

| <b>AGENCY revenues and expenses (Please use \$'000)</b>   |             |             |             |             |             |
|---|-------------|-------------|-------------|-------------|-------------|
|   | 1995-96     | 1996-97     | 1997-98     | 1998-99     | 1999-2000   |
| <b>Agency revenue from cost recovery (a)</b>  |             |             |             |             |             |
| 3.2 Cost recovery revenue retained by your agency   | 31          | 30          | 28          | 21          | 109         |
| 3.3 Cost recovery revenue paid to CRF and appropriated to your agency<br>(or another agency for a specific purpose (ie. annotated,<br>hypothecated or earmarked revenues)   |             |             |             |             |             |
| 3.4 Cost recovery revenue paid to CRF and not specifically appropriated<br>to your agency (or another agency)   |             |             |             |             |             |
| <b>3.5 Total agency revenue from cost recovery</b>  | <b>31</b>   | <b>30</b>   | <b>28</b>   | <b>21</b>   | <b>109</b>  |
| <b>Agency revenue from other sources</b>  |             |             |             |             |             |
| 3.6 Other appropriations  | 4024        | 3594        | 3425        | 2938        | 2992        |
| 3.7 Other sources (eg. asset sales, dividends, interest, funding from<br>other government agencies)   | 113         | 132         | 250         | 88          | 53          |
| <b>3.8 Total agency revenue from other sources</b>  | <b>4137</b> | <b>3726</b> | <b>3675</b> | <b>3026</b> | <b>3045</b> |
| <b>3.9 Total agency revenue</b>   | <b>4168</b> | <b>3756</b> | <b>3703</b> | <b>3047</b> | <b>3154</b> |
| <b>3.10 Total agency expenses</b>   | <b>4136</b> | <b>3502</b> | <b>3347</b> | <b>2866</b> | <b>2814</b> |
| <b>CRF Consolidated Revenue Fund</b>  |             |             |             |             |             |
| (a) Include all revenue from fees, levies, excises and other charges which arise from the services or activities of your agency and which is paid to your agency to another agency or to the Consolidated Revenue Fund. |             |             |             |             |             |

**ADMINISTERED revenues and expenses (Please use \$'000)**

|  | 1995-96 | 1996-97 | 1997-98 | 1998-99 | 1999-2000 |
|--|---------|---------|---------|---------|-----------|
| <b>Administered revenue from cost recovery (a)</b>   |         |         |         |         |           |
| 3.11 Cost recovery revenue retained by your agency   |         |         |         |         |           |
| 3.12 Cost recovery revenue paid to CRF and appropriated to your agency (or another agency for a specific purpose (ie. annotated, |         |         |         |         |           |
| 3.13 Cost recovery revenue paid to CRF and not specifically appropriated to your agency (or another agency)                      |         |         |         |         |           |
| <b>3.14 Total administered revenue from cost recovery</b>  | 0       | 0       | 0       | 0       | 0         |
| <b>Administered revenue from other sources</b>   |         |         |         |         |           |
| 3.15 Other appropriations  |         |         |         |         |           |
| 3.16 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)                                |         |         |         |         |           |
| <b>3.17 Total administered revenue from other sources</b>  | 0       | 0       | 0       | 0       | 0         |
| <b>3.18 Total administered revenue</b>   | 0       | 0       | 0       | 0       | 0         |
| <b>3.19 Total administered expenses</b>  |         |         |         |         |           |

**CRF Consolidated Revenue Fund**

(a) Include all revenue from fees, levies, excises and other charges which arise from the services or activities of your agency and which is paid to your agency to another agency or to the Consolidated Revenue Fund.

**End of Part I. Please complete Part II, which is on a separate worksheet.**