

## PART I

**ALL PORTFOLIOS 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 Portfolio

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

Other

1.3 Contact Officer

Position

Phone

Fax

Email

Address

**PART II**

**If your portfolio operated any cost recovery arrangements in 1999-2000, please complete this part. Please fill out a separate form for each sub-unit, cost recovery program or activity, or output or outcome for which you are reporting. Similar cost recovery arrangements may be reported in groups.**

**PART II(a)**

Name of sub-unit, agency, program or activity, output or outcome WRI - Public Sector Team (PST)

**Section 4: Cost recovery arrangements in 1999-2000**

Descriptive material	
4.1	Nature of cost recovery arrangement (eg. licence fee, service charge, hypothecated excise tax or levy etc) <span style="border: 1px solid black; padding: 2px;">Service charge</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">A range of activities to promote the Government's workplace relations agenda to complement its policy role including an educative program (seminars, publications etc), a consultancy service, an allowance subscription service and remuneration surveys.</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">Clients (Commonwealth public sector agencies)</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">Clients</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Educative and consultancy activities measured by client feedback. Allowance subscription service and remuneration surveys are measured by client demand.</span>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) <span style="border: 1px solid black; padding: 2px;">Yes for workplace relations consultancies and some educative activities but not all. No for remuneration surveys and the allowance subscription service.</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px;">Progressively since 1996</span>

**PART II**

**If your portfolio operated any cost recovery arrangements in 1999-2000, please complete this part. Please fill out a separate form for each sub-unit, cost recovery program or activity, or output or outcome for which you are reporting. Similar cost recovery arrangements may be reported in groups.**

**PART II(a)**

Name of sub-unit, agency, program or activity, output or outcome

**Section 4: Cost recovery arrangements in 1999-2000**

Descriptive material	
4.1	Nature of cost recovery arrangement (eg. licence fee, service charge, hypothecated excise tax or levy etc) <input type="text" value="Service Charge"/>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <input type="text" value="Assessment of Trade skills"/>
4.3	Who pays the cost recovery charges? <input type="text" value="Applicant"/>
4.4	Who benefits from the program or activity, output or outcome? <input type="text" value="Applicant"/>
4.5	Do you attempt to measure these benefits? If YES, how? <input type="text" value="Yes - statistical information"/>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) <input type="text" value="Yes - for the assessment of Australian Residents: No - for the assessment of overseas migrants"/>
4.7	When was this cost recovery arrangement introduced? <input type="text" value="Mar-89"/>

**PART II**

**If your portfolio operated any cost recovery arrangements in 1999-2000, please complete this part. Please fill out a separate form for each sub-unit, cost recovery program or activity, or output or outcome for which you are reporting. Similar cost recovery arrangements may be reported in groups.**

**PART II(a)**

Name of sub-unit, agency, program or activity, output or outcome Office of Workplace Services (OWS) - Only some information services attract a charge

**Section 4: Cost recovery arrangements in 1999-2000**

Descriptive material	
4.1	Nature of cost recovery arrangement (eg. licence fee, service charge, hypothecated excise tax or levy etc) <span style="border: 1px solid black; padding: 2px;">Attendance fee, purchase price.</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">Workplace relations seminars, publications, automated fax wages information and historical research. See attached narrative.</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">Seminar participants, people purchasing publications, people requesting faxed wages information and requesting OWS undertake historical research on their behalf.</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">People purchasing the services</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Yes. Seminar participants complete a survey at end of session</span>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) <span style="border: 1px solid black; padding: 2px;">Yes. Unions and employer associations along with Workplace relations practitioners can provide advice and information. Also State Government authorities operate in the same environment and while they deal with State Workplace Relations issues information can be common to both State and Federal jurisdictions.</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px;">About 1994</span>

**PART II**

**If your portfolio operated any cost recovery arrangements in 1999-2000, please complete this part. Please fill out a separate form for each sub-unit, cost recovery program or activity, or output or outcome for which you are reporting. Similar cost recovery arrangements may be reported in groups.**

**PART II(a)**

Name of sub-unit, agency, program or activity, output or outcome DEWRSB/TEAIG/EBSB/Implementation & Training - Fee For Service Training

**Section 4: Cost recovery arrangements in 1999-2000**

Descriptive material	
4.1	Nature of cost recovery arrangement (eg. licence fee, service charge, hypothecated excise tax or levy etc) <span style="border: 1px solid black; padding: 2px;">Fee for Service charges for IT training</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">Current FFS training charges are: \$1000 Half day (up to four hours) training session plus GST (total of \$1100) \$1500 Full day (up to eight hours) training session plus GST (total of \$1650)</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">Job Network members or other contracted employment providers</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">JNM or provider organisations. DEWRSB, Jobseeker &amp; Employer clients, Australian Community</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Benefits only measured through evaluation of training programme delivered to organisations.</span>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) <span style="border: 1px solid black; padding: 2px;">FFS training is an optional supplement to on-line training materials and general information sessions conducted for all providers with each IES release.</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px; float: right;">1998</span>

**PART II**

**If your portfolio operated any cost recovery arrangements in 1999-2000, please complete this part. Please fill out a separate form for each sub-unit, cost recovery program or activity, or output or outcome for which you are reporting. Similar cost recovery arrangements may be reported in groups.**

**PART II(a)**

Name of sub-unit, agency, program or activity, output or outcome

**Section 4: Cost recovery arrangements in 1999-2000**

Descriptive material	
4.1	<p>Nature of cost recovery arrangement (eg. licence fee, service charge, hypothecated excise tax or levy etc)</p> <p>Reimbursement of direct costs (rather than cost recovery as such). Arrangements arising from Administrative Arrangements Orders of October 1998. No more information. Estimated \$15.6million in 1999-00.</p>
4.2	<p>Basic description of arrangements: (Please attach any relevant documents.)</p> <p><input type="text"/></p>
4.3	<p>Who pays the cost recovery charges?</p> <p>DETYA</p>
4.4	<p>Who benefits from the program or activity, output or outcome?</p> <p><input type="text"/></p>
4.5	<p>Do you attempt to measure these benefits? If YES, how?</p> <p><input type="text"/></p>
4.6	<p>Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe)</p> <p><input type="text"/></p>
4.7	<p>When was this cost recovery arrangement introduced?</p> <p><input type="text"/></p>

**PART II**

**If your portfolio operated any cost recovery arrangements in 1999-2000, please complete this part. Please fill out a separate form for each sub-unit, cost recovery program or activity, or output or outcome for which you are reporting. Similar cost recovery arrangements may be reported in groups.**

**PART II(a)**

Name of sub-unit, agency, program or activity, output or outcome

**Section 4: Cost recovery arrangements in 1999-2000**

Descriptive material	
4.1	Nature of cost recovery arrangement (eg. licence fee, service charge, hypothecated excise tax or levy etc)
	<input type="text" value="Service Charge"/>
4.2	Basic description of arrangements: (Please attach any relevant documents.)
	<input type="text" value="Information, networking &amp; training services on C'wealth pay &amp; conditions; part of government's workplace reform agenda in the public sector"/>
4.3	Who pays the cost recovery charges?
	<input type="text" value="C'wealth &amp; ACT government agencies"/>
4.4	Who benefits from the program or activity, output or outcome?
	<input type="text" value="Clients"/>
4.5	Do you attempt to measure these benefits? If YES, how?
	<input type="text" value="Measured by client demand and feedback"/>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe)
	<input type="text" value="No"/>
4.7	When was this cost recovery arrangement introduced?
	<input type="text" value="1990/91"/>

**PART II**

**If your portfolio operated any cost recovery arrangements in 1999-2000, please complete this part. Please fill out a separate form for each sub-unit, cost recovery program or activity, or output or outcome for which you are reporting. Similar cost recovery arrangements may be reported in groups.**

**PART II(a)**

Name of sub-unit, agency, program or activity, output or outcome Business Technology Strategies Section (BTS), Laour Market Services Branch

**Section 4: Cost recovery arrangements in 1999-2000**

Descriptive material	
4.1	Nature of cost recovery arrangement (eg. licence fee, service charge, hypothecated excise tax or levy etc) <span style="border: 1px solid black; padding: 2px;">Charges for the Lease of Australian Job Search Touch Screen Units to Job Network members (JNM's)</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">JNM's pay \$2700 pa including GST for a full year lease with a pro rata charge for part year leases. This provides the JNM with a Touchscreen delvered and installed, 4 down loads of data per day, consumables and full maintenance.</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">The JNM's pay the lease charges</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">JNM's benefit because the TSU's are popular with Jobseekers and it attracts them to their premises. Jobseekers benefit by having access to the TSU's at a wide range of locations Australiwide. The JNM sites also provide an alternative to accessing touchscreens at</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Usage rates of the TSU's are measured.</span>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) <span style="border: 1px solid black; padding: 2px;">No</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px;">1997</span>



**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome Business Technology Strategies Section (BTS), Laour Market Services Branch

**Program or activity, output or outcome cost recovery arrangements in 1999-2000 (continued)**  
**(Please use \$'000)**

**Program or activity, output or outcome revenues**

4.8	Cost recovery revenue paid to CRF earmarked for appropriation to same portfolio	\$	1,087,874	
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$		
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$		
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	1087874	
4.12	Cost recovery not paid into CRF	\$		
4.13	Total cost recovery revenue	\$	1087874	
4.14	Appropriations not related to cost recovery	\$		
4.15	Other sources (please specify)	\$		
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$	<b>1087874</b>	

**Program or activity, output or outcome expenses**

4.17	Direct expenses	\$	
4.18	Indirect expenses (including corporate overheads)	\$	
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>0</b>

**Administration costs**

4.21	What costs are associated with administering the cost recovery arrangements?	\$	
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CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agen overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity and their costs are being recovered as part of the cost recovery arrangements.

**PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome

Business Technology Strategies Section (BTS), Laour Market Services Branch

**Section 5: Institutional arrangements**

5.1 What was the rationale for introducing these cost recovery arrangements? (Please attach sources, eg. legislative objects clauses, press releases, second reading speeches.)

As a fair and equitable way of distributing the TSU's amongst JNM sites. Ie the number of sites exceeds the number of TSU's available. The revenue would also offset some of the running costs of the TSU fleet

5.2 What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)

- Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)
- Subordinate legislation (eg. regulations, standards)
- Co-regulation or quasi-regulation
- Commonwealth/State/Territory agreement
- Voluntary arrangements (eg. codes of practice)
- Other

Second Job Network Tender

5.3 Who was consulted about introducing these cost recovery arrangements? (Please name relevant bodies and describe the consultation arrangements.)

- Commonwealth government (DOFA etc)
- Other governments (state, territory, local)
- Industry
- Consumers
- Other


5.4	What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)	legal advice was sought on how to establish a commercial lease arrangement
5.5	Which agency is responsible for the following activities? (Please name relevant agency)	
	Policy setting	DEWRSB
	Price setting	DEWRSB
	Administration	DEWRSB
	Revenue collection	DEWRSB
5.6	Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)	
	Commonwealth government (DOFA etc)	
	Other governments (state, territory, local)	
	Industry	
	Consumers	
	Other	
5.7	Please describe these consultation arrangements.	
5.8	Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)	No- however a formal review is about to commence.

**PART II(d)**

Name of sub-unit, agency, program or activity, output or outcome

Business Technology Strategies Section (BTS), Laour Market Services Branch

**Section 6: Price setting arrangements**

6.1 How are these cost recovery charges determined? (Please attach any relevant documents)

- |                                                                                                                                                                                  |                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| (i) How are charges set? (eg. by formula in legislation or based on 'market prices')                                                                                             | Market rates - based on an assessment of what JNM's would be willing to pay.   |
| (ii) Are charges directly related to the costs of particular activities, outcomes or outputs, or charged on some other basis? (eg. levies on users' turnover, profits or assets) | Charges seek to recover the purchase price of the TSU's over a 4-5 year period |

6.2 If charges are directly related to the costs of particular activities, outputs or outcomes:

- |                                                                                                                                        |                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| (i) What costs do charges aim to recover? (eg. only direct costs or indirect costs such as overheads)                                  | As for 6.1(11)                                                     |
| (ii) What proportion of these costs do charges aim to recover? (%)                                                                     | approximately 20 -25% pa                                           |
| (iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets) |                                                                    |
| (iv) If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprival or replacement cost)                     |                                                                    |
| (v) Do charges include a user cost of capital?                                                                                         |                                                                    |
| (vi) If 'YES' to (iv), how is it calculated?                                                                                           |                                                                    |
| (vii) Do charges include return on assets? (eg. profit)                                                                                |                                                                    |
| (viii) If 'YES' to (vii), on what basis?                                                                                               |                                                                    |
| (ix) Do charges discriminate between types of users?                                                                                   | No although the cost is discounted for leases with more than 1 TSU |
| (x) If 'YES' to (ix), on what basis?                                                                                                   |                                                                    |

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	JNM's in isolated and remote areas are charged the same rate as JNM's in metro areas even though the delivery costs and communication charges are
(xii) If 'YES' to (xi), on what basis?	
(xiii) Other (Please describe other significant features)	
6.3 How are indirect costs allocated for cost recovery arrangements? (eg. activity based costing, according to share of direct costs or other rule.)	
6.4 Are there any price controls on these charges?	Price is fixed by the 2nd Jobnetwork request for Tender (RFT) and would remain constant for 3 years.
6.5 How often is the level of charges changed?	
6.6 What happens if revenue recovered is greater than costs incurred?	Wont happen. The cost of running the TSU fleet exceeds the the amount of revenue received. The devices are subsidised to JNM's

**End of Part II. Thank you for your cooperation. Please return the questionnaire and attachments to the Commission (see front sheet for instructions)**

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome Personnel Operations Program

**Program or activity, output or outcome cost recovery arrangements in 1999-2000 (continued)**  
**(Please use \$'000)**

<b>Program or activity, output or outcome revenues</b>			
4.8	Cost recovery revenue paid to CRF earmarked for appropriation to same portfolio	\$	239
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$	
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$	
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	239
4.12	Cost recovery not paid into CRF	\$	
4.13	Total cost recovery revenue	\$	239
4.14	Appropriations not related to cost recovery	\$	
4.15	Other sources (please specify)	\$	
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$	<b>239</b>
<b>Program or activity, output or outcome expenses</b>			
4.17	Direct expenses	\$	239
4.18	Indirect expenses (including corporate overheads)	\$	211
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>450</b>
<b>Administration costs</b>			
4.21	What costs are associated with administering the cost recovery arrangements?	\$	

CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity a their costs are being recovered as part of the cost recovery arrangements.

**PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome Personnel Operations Program

**Section 5: Institutional arrangements**

5.1 What was the rationale for introducing these cost recovery arrangements? (Please attach sources, eg. legislative objects clauses, press releases, second reading speeches.) Market demand

5.2 What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)

Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)	s31 FMA Act
Subordinate legislation (eg. regulations, standards)	
Co-regulation or quasi-regulation	
Commonwealth/State/Territory agreement	
Voluntary arrangements (eg. codes of practice)	
Other	

5.3 Who was consulted about introducing these cost recovery arrangements? (Please name relevant bodies and describe the consultation arrangements.)

Commonwealth government (DOFA etc)	
Other governments (state, territory, local)	
Industry	
Consumers	The program was set up in its present form by a cooperative of agencies
Other	

<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>Commonwealth guidelines</p>
<p>5.5 Which agency is responsible for the following activities? (Please name relevant agency)</p> <p>Policy setting</p> <p>Price setting</p> <p>Administration</p> <p>Revenue collection</p>	<p>Client agencies</p> <p>Client agencies</p> <p>DEWRSB</p> <p>DEWRSB</p>
<p>5.6 Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)</p> <p>Commonwealth government (DOFA etc)</p> <p>Other governments (state, territory, local)</p> <p>Industry</p> <p>Consumers</p> <p>Other</p>	<p></p> <p></p> <p></p> <p>Client agencies</p> <p></p>
<p>5.7 Please describe these consultation arrangements.</p>	<p>Consultation via annual meeting with clients and ad hoc reviews</p>
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>Reviewed informally annually</p>



**PART II(d)**

Name of sub-unit, agency, program or activity, output or outcome

Personnel Operations Program

**Section 6: Price setting arrangements**

6.1 How are these cost recovery charges determined? (Please attach any relevant documents)

(i) How are charges set? (eg. by formula in legislation or based on 'market prices')	Based on direct running costs (salary plus admin costs)
(ii) Are charges directly related to the costs of particular activities, outcomes or outputs, or charged on some other basis? (eg. levies on users' turnover, profits or assets)	Related to costs as above

6.2 If charges are directly related to the costs of particular activities, outputs or outcomes:

(i) What costs do charges aim to recover? (eg. only direct costs or indirect costs such as overheads)	100% of direct running costs - see 6.1
(ii) What proportion of these costs do charges aim to recover? (%)	100%
(iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	No
(iv) If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprival or replacement cost)	NA
(v) Do charges include a user cost of capital?	No
(vi) If 'YES' to (iv), how is it calculated?	NA
(vii) Do charges include return on assets? (eg. profit)	No
(viii) If 'YES' to (vii), on what basis?	NA
(ix) Do charges discriminate between types of users?	Yes
(x) If 'YES' to (ix), on what basis?	Lower fees for agencies taking out subscription service

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	Yes
(xii) If 'YES' to (xi), on what basis?	Discount for training in-house (lower costs)
(xiii) Other (Please describe other significant features)	
6.3 How are indirect costs allocated for cost recovery arrangements? (eg. activity based costing, according to share of direct costs or other rule.)	NA
6.4 Are there any price controls on these charges?	Yes. Under GST related arrangements, government policy controls
6.5 How often is the level of charges changed?	Periodically
6.6 What happens if revenue recovered is greater than costs incurred?	Any surplus offset against losses in marked downturn periods

**End of Part II. Thank you for your cooperation. Please return the questionnaire and attachments to the Commission (see front sheet for instructions)**

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome

IT Services to DETYA

**Program or activity, output or outcome cost recovery arrangements in 1999-2000 (continued)**  
**(Please use \$'000)**

**Program or activity, output or outcome revenues**

4.8	Cost recovery revenue paid to CRF earmarked for appropriation to same portfolio	\$			
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$			
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$			
4.11	Cost recovery revenue paid to CRF (subtotal)	\$		0	
4.12	Cost recovery not paid into CRF	\$			
4.13	Total cost recovery revenue	\$		0	
4.14	Appropriations not related to cost recovery	\$			
4.15	Other sources (please specify)	\$			
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$			0

**Program or activity, output or outcome expenses**

4.17	Direct expenses	\$	
4.18	Indirect expenses (including corporate overheads)	\$	
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	0

**Administration costs**

4.21	What costs are associated with administering the cost recovery arrangements?	\$	
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CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity a their costs are being recovered as part of the cost recovery arrangements.

**PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome

IT Services to DETYA

**Section 5: Institutional arrangements**

5.1 What was the rationale for introducing these cost recovery arrangements? (Please attach sources, eg. legislative objects clauses, press releases, second reading speeches.)

5.2 What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)

- Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)
- Subordinate legislation (eg. regulations, standards)
- Co-regulation or quasi-regulation
- Commonwealth/State/Territory agreement
- Voluntary arrangements (eg. codes of practice)
- Other


5.3 Who was consulted about introducing these cost recovery arrangements? (Please name relevant bodies and describe the consultation arrangements.)

- Commonwealth government (DOFA etc)
- Other governments (state, territory, local)
- Industry
- Consumers
- Other


5.4	What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)	
5.5	Which agency is responsible for the following activities? (Please name relevant agency)	
	Policy setting	
	Price setting	
	Administration	
	Revenue collection	
5.6	Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)	
	Commonwealth government (DOFA etc)	
	Other governments (state, territory, local)	
	Industry	
	Consumers	
	Other	
5.7	Please describe these consultation arrangements.	
5.8	Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)	

**PART II(d)**

Name of sub-unit, agency, program or activity, output or outcome

IT Services to DETYA

**Section 6: Price setting arrangements**

6.1 How are these cost recovery charges determined? (Please attach any relevant documents)

- (i) How are charges set? (eg. by formula in legislation or based on 'market prices')
- (ii) Are charges directly related to the costs of particular activities, outcomes or outputs, or charged on some other basis? (eg. levies on users' turnover, profits or assets)


6.2 If charges are directly related to the costs of particular activities, outputs or outcomes:

- (i) What costs do charges aim to recover? (eg. only direct costs or indirect costs such as overheads)
- (ii) What proportion of these costs do charges aim to recover? (%)
- (iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)
- (iv) If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprival or replacement cost)
- (v) Do charges include a user cost of capital?
- (vi) If 'YES' to (iv), how is it calculated?
- (vii) Do charges include return on assets? (eg. profit)
- (viii) If 'YES' to (vii), on what basis?
- (ix) Do charges discriminate between types of users?
- (x) If 'YES' to (ix), on what basis?


(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	
(xii) If 'YES' to (xi), on what basis?	
(xiii) Other (Please describe other significant features)	
6.3 How are indirect costs allocated for cost recovery arrangements? (eg. activity based costing, according to share of direct costs or other rule.)	
6.4 Are there any price controls on these charges?	
6.5 How often is the level of charges changed?	
6.6 What happens if revenue recovered is greater than costs incurred?	

**End of Part II. Thank you for your cooperation. Please return the questionnaire and attachments to the Commission (see front sheet for instructions)**

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome DEWRSB/TEAIG/EBSB/Implementation & Training - Fee For Service Training

**Program or activity, output or outcome cost recovery arrangements in 1999-2000 (continued)**  
**(Please use \$'000)**

<b>Program or activity, output or outcome revenues</b>			
4.8	Cost recovery revenue paid to CRF earmarked for appropriation to same portfolio	\$	15645.75
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$	
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$	
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	15645.75
4.12	Cost recovery not paid into CRF	\$	
4.13	Total cost recovery revenue	\$	15645.75
4.14	Appropriations not related to cost recovery	\$	
4.15	Other sources (please specify)	\$	
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$	<b>15645.75</b>
<b>Program or activity, output or outcome expenses</b>			
4.17	Direct expenses	\$	5145.75
4.18	Indirect expenses (including corporate overheads)	\$	10500
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>15645.75</b>
<b>Administration costs</b>			
4.21	What costs are associated with administering the cost recovery arrangements?	\$	200

CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity a their costs are being recovered as part of the cost recovery arrangements.



**PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome DEWR/SB/TEAIG/EBSB/Implementation & Training - Fee For Service Training

**Section 5: Institutional arrangements**

5.1 What was the rationale for introducing these cost recovery arrangements? (Please attach sources, eg. legislative objects clauses, press releases, second reading speeches.) Demand for 'hands-on training' by some organisations indicated FFS training need. Charges cover costs for (inbudgeted) travel and also go some way towards meeting corporate costs of preparing tailored training to meet the needs of the requesting organisation.

5.2 What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)

Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)	Y
Subordinate legislation (eg. regulations, standards)	
Co-regulation or quasi-regulation	
Commonwealth/State/Territory agreement	
Voluntary arrangements (eg. codes of practice)	
Other	

5.3 Who was consulted about introducing these cost recovery arrangements? (Please name relevant bodies and describe the consultation arrangements.)

Commonwealth government (DOFA etc)	Y - A/S EBSB & FAS TEAIG
Other governments (state, territory, local)	
Industry	
Consumers	Y
Other	

<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>Investigation into market costs for similar training and analysis of effort required to tailor training to meet organisational needs.</p>
<p>5.5 Which agency is responsible for the following activities? (Please name relevant agency)</p> <p>Policy setting</p> <p>Price setting</p> <p>Administration</p> <p>Revenue collection</p>	<p>DEWRSB/TEAIG/EBSB</p> <p>DEWRSB/TEAIG/EBSB</p> <p>DEWRSB/TEAIG/QABS</p> <p>DEWRSB/TEAIG/QABS</p>
<p>5.6 Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)</p> <p>Commonwealth government (DOFA etc)</p> <p>Other governments (state, territory, local)</p> <p>Industry</p> <p>Consumers</p> <p>Other</p>	<p>N</p> <p>N</p> <p>N</p> <p>Y</p> <p>N</p>
<p>5.7 Please describe these consultation arrangements.</p>	<p>Costs advertised on secure internet sites for providers (including contact arrangements to negotiate delivery of training)</p>
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>N/A</p>

**PART II(d)**

Name of sub-unit, agency, program or activity, output or outcome

DEWRSB/TEAIG/EBSB/Implementation & Training - Fee For Service Training

**Section 6: Price setting arrangements**

6.1	How are these cost recovery charges determined? (Please attach any relevant documents)	
(i)	How are charges set? (eg. by formula in legislation or based on 'market prices')	Market prices - balanced with a desire to promote further training and promulgate good system practices.
(ii)	Are charges directly related to the costs of particular activities, outcomes or outputs, or charged on some other basis? (eg. levies on users' turnover, profits or assets)	Costs based on flat rate per day (plus all associated travel costs).
6.2	If charges are directly related to the costs of particular activities, outputs or outcomes:	
(i)	What costs do charges aim to recover? (eg. only direct costs or indirect costs such as overheads)	Direct costs and a proportion of indirect costs.
(ii)	What proportion of these costs do charges aim to recover? (%)	Approximately 50%
(iii)	Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	N/A
(iv)	If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprivation or replacement cost)	
(v)	Do charges include a user cost of capital?	N/A
(vi)	If 'YES' to (iv), how is it calculated?	
(vii)	Do charges include return on assets? (eg. profit)	N/A
(viii)	If 'YES' to (vii), on what basis?	
(ix)	Do charges discriminate between types of users?	
(x)	If 'YES' to (ix), on what basis?	

(xi)	Do charges allow for access and equity considerations (eg. waivers, discounts)?	Yes - indirectl
(xii)	If 'YES' to (xi), on what basis?	Costs are reduced for organisations based nearer to Canberra (because of
(xiii)	Other (Please describe other significant features)	
6.3	How are indirect costs allocated for cost recovery arrangements? (eg. activity based costing, according to share of direct costs or other rule.)	N/A
6.4	Are there any price controls on these charges?	
6.5	How often is the level of charges changed?	The only increase in charges occurred in July 2000 to cater for GST
6.6	What happens if revenue recovered is greater than costs incurred?	N/A

**End of Part II. Thank you for your cooperation. Please return the questionnaire and attachments to the Commission (see front sheet for instructions)**

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome Office of Workplace Services (OWS) - Only some information services attract a charge

**Program or activity, output or outcome cost recovery arrangements in 1999-2000 (continued)**  
**(Please use \$'000)**

**Program or activity, output or outcome revenues**

4.8	Cost recovery revenue paid to CRF earmarked for appropriation to same portfolio	\$		
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$		
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$		
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	0	
4.12	Cost recovery not paid into CRF	\$		263
4.13	Total cost recovery revenue	\$	263	
4.14	Appropriations not related to cost recovery	\$		
4.15	Other sources (please specify)	\$		
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$		<b>263</b>

**Program or activity, output or outcome expenses**

4.17	Direct expenses	\$	Note 1
4.18	Indirect expenses (including corporate overheads)	\$	
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>0</b>

**Administration costs**

4.21	What costs are associated with administering the cost recovery arrangements?	\$	NA
------	------------------------------------------------------------------------------	----	----

CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity a their costs are being recovered as part of the cost recovery arrangements.

## **PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome

Office of Workplace Services (OWS) - Only some information services attract a charge

### **Section 5: Institutional arrangements**

5.1 What was the rationale for introducing these cost recovery arrangements? (Please attach sources, eg. legislative objects clauses, press releases, second reading speeches.)

User pays arrangement (partial cost recovery) was the only way that the value added services could be provided.

5.2 What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)

- Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)
- Subordinate legislation (eg. regulations, standards)
- Co-regulation or quasi-regulation
- Commonwealth/State/Territory agreement
- Voluntary arrangements (eg. codes of practice)
- Other

Commercial activity

5.3 Who was consulted about introducing these cost recovery arrangements? (Please name relevant bodies and describe the consultation arrangements.)

- Commonwealth government (DOFA etc)
- Other governments (state, territory, local)
- Industry
- Consumers
- Other


5.4	What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)	NA - Value added service but for partial cost recovery could not be provided.
5.5	Which agency is responsible for the following activities? (Please name relevant agency)	
	Policy setting	
	Price setting	
	Administration	
	Revenue collection	
5.6	Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)	
	Commonwealth government (DOFA etc)	
	Other governments (state, territory, local)	
	Industry	
	Consumers	
	Other	
5.7	Please describe these consultation arrangements.	
5.8	Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)	No

**PART II(d)**

Name of sub-unit, agency, program or activity, output or outcome

Office of Workplace Services (OWS) - Only some information services attract a charge

**Section 6: Price setting arrangements**

6.1 How are these cost recovery charges determined? (Please attach any relevant documents)

(i) How are charges set? (eg. by formula in legislation or based on 'market prices')	Market prices
(ii) Are charges directly related to the costs of particular activities, outcomes or outputs, or charged on some other basis? (eg. levies on users' turnover, profits or assets)	No

6.2 If charges are directly related to the costs of particular activities, outputs or outcomes:

(i) What costs do charges aim to recover? (eg. only direct costs or indirect costs such as overheads)	Proportion of total costs, noting that the charged activities are only a small part of OWS services
(ii) What proportion of these costs do charges aim to recover? (%)	No set %. Rather attempt to achieve revenue targets. Overall revenue will be determined by demand eg no of people attending seminars
(iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	No
(iv) If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprival or replacement cost)	
(v) Do charges include a user cost of capital?	
(vi) If 'YES' to (iv), how is it calculated?	
(vii) Do charges include return on assets? (eg. profit)	No
(viii) If 'YES' to (vii), on what basis?	
(ix) Do charges discriminate between types of users?	No
(x) If 'YES' to (ix), on what basis?	



(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	No
(xii) If 'YES' to (xi), on what basis?	
(xiii) Other (Please describe other significant features)	
6.3 How are indirect costs allocated for cost recovery arrangements? (eg. activity based costing, according to share of direct costs or other rule.)	NA
6.4 Are there any price controls on these charges?	NA
6.5 How often is the level of charges changed?	NA
6.6 What happens if revenue recovered is greater than costs incurred?	NA

**End of Part II. Thank you for your cooperation. Please return the questionnaire and attachments to the Commission (see front sheet for instructions)**

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome Trades Recognition Australia (TRA)

**Program or activity, output or outcome cost recovery arrangements in 1999-2000 (continued)**  
**(Please use \$'000)**

**Program or activity, output or outcome revenues**

4.8	Cost recovery revenue paid to CRF earmarked for appropriation to same portfolio	\$	2150		
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$			
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$			
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	2150		
4.12	Cost recovery not paid into CRF	\$			
4.13	Total cost recovery revenue	\$	2150		
4.14	Appropriations not related to cost recovery	\$			
4.15	Other sources (please specify)	\$			
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$		<b>2150</b>	

**Program or activity, output or outcome expenses**

4.17	Direct expenses	\$	737
4.18	Indirect expenses (including corporate overheads)	\$	1507
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>2244</b>

**Administration costs**

4.21	What costs are associated with administering the cost recovery arrangements?	\$	
------	------------------------------------------------------------------------------	----	--

CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity a their costs are being recovered as part of the cost recovery arrangements.

**PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome Trades Recognition Australia (TRA)

**Section 5: Institutional arrangements**

5.1 What was the rationale for introducing these cost recovery arrangements? (Please attach sources, eg. legislative objects clauses, press releases, second reading speeches.) Benefit of the public interest in encouraging a skilled workforce

5.2 What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)

Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)	Tradesmen's Rights Regulation Act 1946; Migration Act 1958
Subordinate legislation (eg. regulations, standards)	
Co-regulation or quasi-regulation	
Commonwealth/State/Territory agreement	
Voluntary arrangements (eg. codes of practice)	
Other	

5.3 Who was consulted about introducing these cost recovery arrangements? (Please name relevant bodies and describe the consultation arrangements.)

Commonwealth government (DOFA etc)	Commonwealth Government (DOFA)
Other governments (state, territory, local)	
Industry	
Consumers	
Other	

5.4	What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)	Commonwealth Guidelines
5.5	Which agency is responsible for the following activities? (Please name relevant agency)	
	Policy setting	DEWRSB
	Price setting	DEWRSB
	Administration	DEWRSB
	Revenue collection	DEWRSB
5.6	Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)	
	Commonwealth government (DOFA etc)	N/A
	Other governments (state, territory, local)	
	Industry	
	Consumers	
	Other	
5.7	Please describe these consultation arrangements.	N/A
5.8	Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)	N/A

**PART II(d)**

Name of sub-unit, agency, program or activity, output or outcome

Trades Recognition Australia (TRA)

**Section 6: Price setting arrangements**

6.1 How are these cost recovery charges determined? (Please attach any relevant documents)

- |                                                                                                                                                                                  |                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| (i) How are charges set? (eg. by formula in legislation or based on 'market prices')                                                                                             | Based on direct running costs(salary and admin expenses) |
| (ii) Are charges directly related to the costs of particular activities, outcomes or outputs, or charged on some other basis? (eg. levies on users' turnover, profits or assets) | Yes                                                      |

6.2 If charges are directly related to the costs of particular activities, outputs or outcomes:

- |                                                                                                                                        |                                   |
|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| (i) What costs do charges aim to recover? (eg. only direct costs or indirect costs such as overheads)                                  | 100% of direct costs              |
| (ii) What proportion of these costs do charges aim to recover? (%)                                                                     | 100% of salary and admin expenses |
| (iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets) | No                                |
| (iv) If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprival or replacement cost)                     |                                   |
| (v) Do charges include a user cost of capital?                                                                                         |                                   |
| (vi) If 'YES' to (iv), how is it calculated?                                                                                           |                                   |
| (vii) Do charges include return on assets? (eg. profit)                                                                                |                                   |
| (viii) If 'YES' to (vii), on what basis?                                                                                               |                                   |
| (ix) Do charges discriminate between types of users?                                                                                   |                                   |
| (x) If 'YES' to (ix), on what basis?                                                                                                   |                                   |

(xi)	Do charges allow for access and equity considerations (eg. waivers, discounts)?	
(xii)	If 'YES' to (xi), on what basis?	
(xiii)	Other (Please describe other significant features)	
6.3	How are indirect costs allocated for cost recovery arrangements? (eg. activity based costing, according to share of direct costs or other rule.)	Only for employer recruitment work
6.4	Are there any price controls on these charges?	No
6.5	How often is the level of charges changed?	Last change was in late 1980's
6.6	What happens if revenue recovered is greater than costs incurred?	N/A

**End of Part II. Thank you for your cooperation. Please return the questionnaire and attachments to the Commission (see front sheet for instructions)**

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome WRI - Public Sector Team (PST)

**Program or activity, output or outcome cost recovery arrangements in 1999-2000 (continued)**  
**(Please use \$'000)**

**Program or activity, output or outcome revenues**

4.8	Cost recovery revenue paid to CRF earmarked for appropriation to same portfolio	\$	679		
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$			
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$			
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	679		
4.12	Cost recovery not paid into CRF	\$			
4.13	Total cost recovery revenue	\$	679		
4.14	Appropriations not related to cost recovery			\$	
4.15	Other sources (please specify)			\$	
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>			\$	679

**Program or activity, output or outcome expenses**

4.17	Direct expenses	\$	326
4.18	Indirect expenses (including corporate overheads)	\$	622
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	948

**Administration costs**

4.21 What costs are associated with administering the cost recovery arrangements? \$ NA

CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity a their costs are being recovered as part of the cost recovery arrangements.

## PART II(c)

Name of sub-unit, agency, program or activity, output or outcome

WRI - Public Sector Team (PST)

### **Section 5: Institutional arrangements**

5.1 What was the rationale for introducing these cost recovery arrangements? (Please attach sources, eg. legislative objects clauses, press releases, second reading speeches.)

Rationale is two fold: to promote workplace relations policy and assist agencies with its implementation (educative activities and consultancies) and secondly, to respond to agency demand for information not available from other sources (remuneration surveys and allowance service).

5.2 What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)

Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)  
 Subordinate legislation (eg. regulations, standards)  
 Co-regulation or quasi-regulation  
 Commonwealth/State/Territory agreement  
 Voluntary arrangements (eg. codes of practice)  
 Other

Section 31 of the FMA Act

5.3 Who was consulted about introducing these cost recovery arrangements? (Please name relevant bodies and describe the consultation arrangements.)

Commonwealth government (DOFA etc)  
 Other governments (state, territory, local)  
 Industry  
 Consumers  
 Other

DOFA

Client agencies



<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>Commonwealth guidelines</p>
<p>5.5 Which agency is responsible for the following activities? (Please name relevant agency)</p> <p>Policy setting</p> <p>Price setting</p> <p>Administration</p> <p>Revenue collection</p>	<p>DEWRSB</p> <p>DEWRSB</p> <p>DEWRSB</p> <p>DEWRSB</p>
<p>5.6 Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)</p> <p>Commonwealth government (DOFA etc)</p> <p>Other governments (state, territory, local)</p> <p>Industry</p> <p>Consumers</p> <p>Other</p>	<p>.</p> <p></p> <p></p> <p>Client agencies</p> <p></p>
<p>5.7 Please describe these consultation arrangements.</p>	<p>Annual consultation with allowance subscribers. Ongoing consultation to identify client needs for educative activities</p>
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>No</p>

## PART II(d)

Name of sub-unit, agency, program or activity, output or outcome

WRI - Public Sector Team (PST)

### **Section 6: Price setting arrangements**

6.1	How are these cost recovery charges determined? (Please attach any relevant documents)	
(i)	How are charges set? (eg. by formula in legislation or based on 'market prices')	Charges for educative activities and remuneration surveys based on recovering direct costs only. Consultancy fees based on market rates; allowance subscription fees based on direct running costs
(ii)	Are charges directly related to the costs of particular activities, outcomes or outputs, or charged on some other basis? (eg. levies on users' turnover, profits or assets)	Related to costs.
6.2	If charges are directly related to the costs of particular activities, outputs or outcomes:	
(i)	What costs do charges aim to recover? (eg. only direct costs or indirect costs such as overheads)	See 6.1
(ii)	What proportion of these costs do charges aim to recover? (%)	See 6.1
(iii)	Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	No
(iv)	If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprival or replacement cost)	
(v)	Do charges include a user cost of capital?	No
(vi)	If 'YES' to (iv), how is it calculated?	
(vii)	Do charges include return on assets? (eg. profit)	No
(viii)	If 'YES' to (vii), on what basis?	
(ix)	Do charges discriminate between types of users?	No
(x)	If 'YES' to (ix), on what basis?	

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	No
(xii) If 'YES' to (xi), on what basis?	
(xiii) Other (Please describe other significant features)	
6.3 How are indirect costs allocated for cost recovery arrangements? (eg. activity based costing, according to share of direct costs or other rule.)	
6.4 Are there any price controls on these charges?	No
6.5 How often is the level of charges changed?	Pricing policy reviewed periodically
6.6 What happens if revenue recovered is greater than costs incurred?	Has not happened to date

**End of Part II. Thank you for your cooperation. Please return the questionnaire and attachments to the Commission (see front sheet for instructions)**

**This section asks about your portfolio’s total revenues, charges and expenses (but not including the revenues, charges and expenses of agencies that will be completing separate responses to this questionnaire - see Attachment A). All portfolios should complete this section, whether or not you consider you undertake cost recovery.**

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

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

2.1 Has your portfolio 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 portfolio, and which are collected by your portfolio, 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 portfolio 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 portfolio or by another agency on your behalf).

YES	NO
X	

2.3 Has your portfolio 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 portfolio 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: Portfolio revenues and expenses**

**Please do not include the revenues and expenses in this section of agencies that will be completing separate responses to this questionnaire (see Attachment A).**

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

<b>AGENCY portfolio 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 portfolio					
3.3 Cost recovery revenue paid to CRF and appropriated to your portfolio (or another agency for a specific purpose (ie. annotated, hypothecated or earmarked revenues)	2176	3,037	3,249	22,106	23394
3.4 Cost recovery revenue paid to CRF and not specifically appropriated to your portfolio (or another agency)					
<b>3.5 Total agency revenue from cost recovery</b>	<b>2176</b>	<b>3037</b>	<b>3249</b>	<b>22106</b>	<b>23394</b>
<b>Agency revenue from other sources</b>					
3.6 Other appropriations	62986	59004	74540	202767	350944
3.7 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)	1204	872	427	6539	4701
<b>3.8 Total agency revenue from other sources</b>	<b>64190</b>	<b>59876</b>	<b>74967</b>	<b>209306</b>	<b>355645</b>
<b>3.9 Total portfolio agency revenue</b>	<b>66366</b>	<b>62913</b>	<b>78216</b>	<b>231412</b>	<b>379039</b>
<b>3.10 Total agency expenses</b>	<b>67,935</b>	<b>50,436</b>	<b>79,682</b>	<b>198,025</b>	<b>418,696</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 portfolio, and which is paid to your portfolio, to another agency or to the Consolidated Revenue Fund.

**ADMINISTERED portfolio 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 portfolio					
3.12 Cost recovery revenue paid to CRF and appropriated to your portfolio (or another agency for a specific purpose (ie. annotated,					
3.13 Cost recovery revenue paid to CRF and not specifically appropriated to your portfolio (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	429,566	234,216	275,311	2,346,892	1,048,756
3.16 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)					
<b>3.17 Total administered revenue from other sources</b>	429566	234216	275311	2346892	1048756
<b>3.18 Total portfolio administered revenue</b>	429566	234216	275311	2346892	1048756
<b>3.19 Total administered expenses</b>	1,578,618	280,535	451,545	909,430	1,000,547

**CRF Consolidated Revenue Fund**

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

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