

## 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					15363
3.3 Cost recovery revenue paid to CRF and appropriated to your agency (or another agency for a specific purpose (ie. annotated, hypothecated or earmarked revenues)	5291	4309	3813	4763	
3.4 Cost recovery revenue paid to CRF and not specifically appropriated to your agency (or another agency)					
<b>3.5 Total agency revenue from cost recovery</b>	<b>5291</b>	<b>4309</b>	<b>3813</b>	<b>4763</b>	<b>15363</b>
<b>Agency revenue from other sources</b>					
3.6 Other appropriations	122904	73506	103280	121808	155997
3.7 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)	2639	1870	1208	1752	1467
<b>3.8 Total agency revenue from other sources</b>	<b>125543</b>	<b>75376</b>	<b>104488</b>	<b>123560</b>	<b>157464</b>
<b>3.9 Total agency revenue</b>	<b>130834</b>	<b>79685</b>	<b>108301</b>	<b>128323</b>	<b>172827</b>
<b>3.10 Total agency expenses</b>	<b>136722</b>	<b>69945</b>	<b>113818</b>	<b>144487</b>	<b>154747</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.

**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)	2701	4275	4011	4347	5166
<b>3.14 Total administered revenue from cost recovery</b>	<b>2701</b>	<b>4275</b>	<b>4011</b>	<b>4347</b>	<b>5166</b>
<b>Administered revenue from other sources</b>					
3.15 Other appropriations	32,238	173	0	33,921	121
3.16 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)	620	673	57	772	0
<b>3.17 Total administered revenue from other sources</b>	<b>32858</b>	<b>846</b>	<b>57</b>	<b>34693</b>	<b>121</b>
<b>3.18 Total administered revenue</b>	<b>35559</b>	<b>5121</b>	<b>4068</b>	<b>39040</b>	<b>5287</b>
<b>3.19 Total administered expenses</b>	<b>32,238</b>	<b>173</b>	<b>0</b>	<b>33,921</b>	<b>121</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.**

**PART II**

**If your agency 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)
4.2	Basic description of arrangements: (Please attach any relevant documents.)
4.3	Who pays the cost recovery charges?
4.4	Who benefits from the program or activity, output or outcome?
4.5	Do you attempt to measure these benefits? If YES, how?
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe)
4.7	When was this cost recovery arrangement introduced?

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 2.7 - ATSIC ELECTIONS

**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 agency	\$	<input type="text"/>	
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$	<input type="text"/>	
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$	<input type="text"/>	
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	0	
4.12	Cost recovery not paid into CRF	\$		5000
4.13	Total cost recovery revenue	\$	5000	
4.14	Appropriations not related to cost recovery			\$ <input type="text"/>
4.15	Other sources (please specify)			\$ <input type="text"/>
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>			\$ <span style="border: 1px solid black;">5000</span>

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

4.17	Direct expenses	\$	5331
4.18	Indirect expenses (including corporate overheads)	\$	<input type="text"/>
4.19	Third party expenses (a)	\$	<input type="text"/>
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	5331

**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 acti

**PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 2.7 - ATSI ELECTIONS

**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.) AEC is not funded to provide services. ATSI has responsibility and funding for zone and region structure.

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)	Section 31 FMA is used to appropriate funds; S7A and 7B CEA; ATSI 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)	ATSI
Other governments (state, territory, local)	
Industry	
Consumers	
Other	



<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>Not known.</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>	<table border="1"> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> </table>	AEC	AEC	AEC	AEC	
AEC						
AEC						
AEC						
AEC						
<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>	<table border="1"> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> </table>					
<p>5.7 Please describe these consultation arrangements.</p>	<table border="1"> <tr><td></td></tr> </table>					
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>Periodic reviews and ongoing liaison between ATSIC and AEC.</p>					

**PART II(d)**

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

OUTPUT 2.7 - ATSI ELECTIONS

**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 resources used in service delivery.
(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 are related to the activities.

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)	Charges are aimed at recovering direct costs.
(ii) What proportion of these costs do charges aim to recover? (%)	Charges are aimed at recovering 100% of direct costs.
(iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	Charging regime does not require assets to be valued. Provision is made for usage of computer equipment as it is a major component of the service. This equipment is now leased by the AEC.
(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?	Only one client
(x) If 'YES' to (ix), on what basis?	

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	Not required
(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?	Estimates are prepared for each major event and for each financial year by AEC and then provided to ATSIC.
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**

**If your agency 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="Candidate deposit - House of Representatives and Senate"/>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <input type="text" value="Candidates and/or political parties are required to pay a candidate deposit on lodgment of the nomination. Deposit is refundable if a certain percentage of primary vote is achieved."/>
4.3	Who pays the cost recovery charges? <input type="text" value="Candidates or their registered political party"/>
4.4	Who benefits from the program or activity, output or outcome? <input type="text" value="Deposit is charged to ensure that candidates are genuine. In this way the public benefits by having bona fide candidates for consideration on polling day."/>
4.5	Do you attempt to measure these benefits? If YES, how? <input type="text" value="No"/>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) <input type="text" value="AEC is only body authorised under legislation to conduct federal elections. State legislation provides similar arrangement at that level."/>
4.7	When was this cost recovery arrangement introduced? <input type="text" value="1902 with variations to actual amount."/>

**PART II(b)**

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

OUTPUT 2.1 - FEDERAL ELECTIONS, BY ELECTIONS AND REFERENDUMS

**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 agency	\$		
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			\$ 61662
4.15	Other sources (please specify)			\$
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>			<b>\$ 61662</b>

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

4.17	Direct expenses	\$	61662
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>61662</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 agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or acti

**PART II(c)**

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

OUTPUT 2.1 - FEDERAL ELECTIONS, BY ELECTIONS AND REFERENDUMS

**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.)	Deposit is charged to ensure that candidates are genuine.
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)	Commonwealth Electoral Act
	Subordinate legislation (eg. regulations, standards)	Commonwealth Electoral Regulations
	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)	PMC and Parliament
	Other governments (state, territory, local)	
	Industry	
	Consumers	
	Other	Political parties

5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)	Not applicable					
5.5 Which agency is responsible for the following activities? (Please name relevant agency) Policy setting Price setting Administration Revenue collection	<table border="1"> <tr> <td data-bbox="902 608 1794 639">AEC makes comment and recommendation to JSCEM</td> </tr> <tr> <td data-bbox="902 639 1794 671">Special Minister of State</td> </tr> <tr> <td data-bbox="902 671 1794 703">AEC</td> </tr> <tr> <td data-bbox="902 703 1794 735">AEC</td> </tr> </table>	AEC makes comment and recommendation to JSCEM	Special Minister of State	AEC	AEC	
AEC makes comment and recommendation to JSCEM						
Special Minister of State						
AEC						
AEC						
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	<table border="1"> <tr> <td data-bbox="902 802 1794 834"></td> </tr> <tr> <td data-bbox="902 834 1794 866"></td> </tr> <tr> <td data-bbox="902 866 1794 898"></td> </tr> <tr> <td data-bbox="902 898 1794 930"></td> </tr> <tr> <td data-bbox="902 930 1794 962"></td> </tr> </table>					
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)	JSCEM reviews all matters relating to each election including nomination fees. Fees have not been changed for several years as they have been considered to be at an appropriate level.					

**PART II(d)**

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

OUTPUT 2.1 - FEDERAL ELECTIONS, BY ELECTIONS AND REFERENDUMS

**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')	Flat nomination deposit; refundable if candidate achieves a certain percentage of the primary vote
(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)	Rate does not relate to resources used by AEC
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?	Level changed periodically. Last varied for Election 1998.
6.6	What happens if revenue recovered is greater than costs incurred?	Not applicable

**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**

**If your agency 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 OUTPUT 2.6 - INDUSTRIAL ELECTIONS AND BALLOTS FOR ORGANISATIONS

**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;">CONDUCT OF CERTIFIED AGREEMENT AND SIMILAR BALLOTS ON FEE FOR SERVICE BASIS; AT THIS STAGE SERVICES TO REGISTERED INDUSTRIAL ORGANISATIONS IS FREE OF CHARGE</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">Ballot services are provided in competitive environment or by invitation.</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">Various organisations depending on nature of ballot eg other Commonwealth Departments private sector employers, community organisations</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">AEC may benefit financially as well as through staff skills development and enhancement. Organisations benefit as services are provided professionally giving credibility to their internal processes.</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Yes - Client services surveys done periodically (note that this is a relatively new area of business)</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;">Other providers could deliver services or agencies could run in house themselves. The ability of other providers to deliver services would depend on the complexity and size of ballots eg the NRMA ballot.</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px; text-align: right;">1997</span>

**PART II(b)**

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

OUTPUT 2.6 - INDUSTRIAL ELECTIONS AND BALLOTS FOR ORGANISATIONS

**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 agency	\$		
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	\$		1068
4.13	Total cost recovery revenue	\$		1068
4.14	Appropriations not related to cost recovery			\$ 7728
4.15	Other sources (please specify)			\$
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>			<b>\$ 8796</b>

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

4.17	Direct expenses	\$	3826
4.18	Indirect expenses (including corporate overheads)	\$	4970
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>8796</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 agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or acti

**PART II(c)**

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

OUTPUT 2.6 - INDUSTRIAL ELECTIONS AND BALLOTS FOR ORGANISATIONS

**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.)

Charging limits requests to what is required by bona fide users; allows AEC to recoup the resources required to assist this client group

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 FMA is used to appropriate funds; S7A and 7B CEA; Workplace Relations 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

<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>DOFA Cost Recovery Guidelines 1991 have been used as basis of pricing reviews along with AEC internal cost data.</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>	<table border="1"> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> </table>	AEC	AEC	AEC	AEC	
AEC						
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<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>	<table border="1"> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> </table>					
<p>5.7 Please describe these consultation arrangements.</p>	<table border="1"> <tr><td></td></tr> </table>					
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>Review is underway</p>					

**PART II(d)**

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

OUTPUT 2.6 - INDUSTRIAL ELECTIONS AND BALLOTS FOR ORGANISATIONS

**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')	AEC Estimation
(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 are related to service delivery activities.

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)	Charges are aimed at recovering both direct and indirect costs.
(ii) What proportion of these costs do charges aim to recover? (%)	Charges are aimed at recovering 100% of costs.
(iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	Charging regime does not require assets to be valued. Provision is made for usage of equipment whether owned or leased by the AEC.
(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?	Yes
(vi) If 'YES' to (iv), how is it calculated?	Based on the length of time funds will be tied up
(vii) Do charges include return on assets? (eg. profit)	Not directly. Charges include a management fee.
(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)?	Users are generally government or professional organisations therefore these considerations are not generally applicable.
(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.)	Indirect costs are related to labour costs and then applied as a % of hourly salary.
6.4 Are there any price controls on these charges?	No - market forces
6.5 How often is the level of charges changed?	Charges are reviewed periodically by AEC.
6.6 What happens if revenue recovered is greater than costs incurred?	Excess, if any, is retained by AEC, subject to the Section 31 Agreement with DOFA.

**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**

**If your agency 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 OUTPUT 2.9 - OVERSEAS ELECTION ASSISTANCE

**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;">PROVISION OF ELECTION ASSISTANCE TO OVERSEAS GOVERNMENTS</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">Projects are generally on behalf of AUSAID under a Record of Understanding. Some activities are undertaken with other international electoral agencies.</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">AUSAID, other international electoral agencies</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">AUSAID, foreign governments, Australian public benefits through furtherance of foreign policy and aid missions, AEC discharges responsibilities and benefits through staff exchange</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Feedback at conclusion of projects</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;">State or foreign electoral authorities could perform in theory but practice indicates that AEC's expertise is best matched and our agency is preferred as this is a Commonwealth program. Commercial agencies manage projects but do not have necessary electoral expertise.</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px; float: right;">1996</span>



**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 2.9 - OVERSEAS ELECTION ASSISTANCE

**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 agency	\$		
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	\$		3494
4.13	Total cost recovery revenue	\$	3494	
4.14	Appropriations not related to cost recovery			\$ 1018
4.15	Other sources (please specify)			\$
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>			<b>\$ 4512</b>

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

4.17	Direct expenses	\$	2298
4.18	Indirect expenses (including corporate overheads)	\$	2014
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>4312</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 acti

**PART II(c)**

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

OUTPUT 2.9 - OVERSEAS ELECTION ASSISTANCE

**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.)

AEC is not resourced to undertake. AUSAID is funded and responsible for overall program.

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 FMA is used to appropriate funds; S7A and 7B CEA

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

<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>DOFA Cost Recovery Guidelines 1991 have been used as basis of pricing reviews along with AEC internal cost data.</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>	<table border="1"> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> </table>	AEC	AEC	AEC	AEC	
AEC						
AEC						
AEC						
AEC						
<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>	<table border="1"> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> </table>					
<p>5.7 Please describe these consultation arrangements.</p>	<table border="1"> <tr><td></td></tr> </table>					
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<table border="1"> <tr><td></td></tr> </table>					

**PART II(d)**

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

OUTPUT 2.9 - OVERSEAS ELECTION ASSISTANCE

**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 are related to the services required.
(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 are related to the services delivered. AUSAID require AEC to report on deliverables.

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)	Charges are aimed at recovering both direct and indirect costs.
(ii) What proportion of these costs do charges aim to recover? (%)	Charges are aimed at recovering 100% of costs.
(iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	Charging regime does not require assets to be valued. Provision is made for usage or purchase of equipment.
(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?	Limited client group.
(x) If 'YES' to (ix), on what basis?	

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	Users are government or professional organisations therefore these considerations are not generally applicable.
(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.)	Indirect costs are related to labour costs and then applied as a % of hourly salary.
6.4 Are there any price controls on these charges?	No
6.5 How often is the level of charges changed?	Charges are reviewed periodically by AEC.
6.6 What happens if revenue recovered is greater than costs incurred?	Excess, if any, is retained by AEC, subject to the Section 31 Agreement with DOFA.

**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**

**If your agency 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 OUTPUT 2.2 - PARTY REGISTRATIONS

**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;">APPLICATION FEE FOR NEW POLITICAL PARTIES OR CHANGES TO DETAILS ON THE REGISTER OF POLITICAL PARTIES</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">Non refundable fee to be made payable with completed application form or changed details to Registrar of Political Parties</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">Political parties or organisations seeking registration</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">Electors benefit from regulation of organisations as political parties and the names which they are allowed to use. Fee is imposed to ensure that applications are genuine.</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">New fee therefore no measurement undertaken</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;">AEC is only organisation authorised to undertake this role. State/territory authorities undertake similar role at state level.</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px; float: right;">Oct-00</span>

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 2.2 - PARTY REGISTRATIONS

**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 agency	\$	<input type="text"/>
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$	<input type="text"/>
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$	<input type="text"/>
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	0
4.12	Cost recovery not paid into CRF	\$	<input type="text"/>
4.13	Total cost recovery revenue	\$	0
4.14	Appropriations not related to cost recovery	\$	192
4.15	Other sources (please specify)	\$	<input type="text"/>
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$	<b>192</b>
<b>Program or activity, output or outcome expenses</b>			
4.17	Direct expenses	\$	91
4.18	Indirect expenses (including corporate overheads)	\$	101
4.19	Third party expenses (a)	\$	<input type="text"/>
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>192</b>
<b>Administration costs</b>			
4.21	What costs are associated with administering the cost recovery arrangements?	\$	<input type="text"/>

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 acti

**PART II(c)**

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

OUTPUT 2.2 - PARTY REGISTRATIONS

**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.)

Charging limits applications to bona fide organisations

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)	Commonwealth Electoral Act S126 and 134
Subordinate legislation (eg. regulations, standards)	Commonwealth Electoral Regulations
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)	PMC and Parliament
Other governments (state, territory, local)	All states and territories
Industry	
Consumers	
Other	Political parties



<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>Not applicable</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>	<table border="1"> <tr> <td>JSCEM and Special Minister of State</td> </tr> <tr> <td>Special Minister of State</td> </tr> <tr> <td>AEC</td> </tr> <tr> <td>AEC</td> </tr> </table>	JSCEM and Special Minister of State	Special Minister of State	AEC	AEC	
JSCEM and Special Minister of State						
Special Minister of State						
AEC						
AEC						
<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>	<table border="1"> <tr> <td>Special Minister of State, parliamentarians, JSCEM</td> </tr> <tr> <td>State electoral authorities</td> </tr> <tr> <td></td> </tr> <tr> <td></td> </tr> <tr> <td>political parties</td> </tr> </table>	Special Minister of State, parliamentarians, JSCEM	State electoral authorities			political parties
Special Minister of State, parliamentarians, JSCEM						
State electoral authorities						
political parties						
<p>5.7 Please describe these consultation arrangements.</p>	<p>As arrangements are new, some discussion with client groups on administrative matters and transitional provisions is expected.</p>					
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>Not applicable.</p>					

**PART II(d)**

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

OUTPUT 2.2 - PARTY REGISTRATIONS

**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')	Ministerial direction.
(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)	
(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?	Not applicable

**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

**If your agency 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 OUTPUT 1.1 - ROLL MANAGEMENT

#### **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)
	CHARGES FOR MAINTENANCE OF THE JOINT COMMONWEALTH AND STATE/TERRITORY ELECTORAL ROLL
4.2	Basic description of arrangements: (Please attach any relevant documents.)
	Arrangements between Governor-General and Governor of state/territory; long term with scheduled review points; supplementary agreements may be made between Electoral Commissioner and state commissioners;
4.3	Who pays the cost recovery charges?
	All state and territory electoral authorities and local government authorities in some states
4.4	Who benefits from the program or activity, output or outcome?
	AEC and state electoral authorities - satisfy obligations under legislation; public - one form for enrolment and efficient use of public resources; other electoral stakeholders
4.5	Do you attempt to measure these benefits? If YES, how?
	Yes - regular meetings between AEC and state/territory clients; tracking research
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe)
	State/territory authorities could undertake separately; legislation limits potential for other alternate providers
4.7	When was this cost recovery arrangement introduced?
	Recent (post 1991) arrangements are in place with territories and 5 states. A 1983 arrangement is in place with WA. Earlier arrangements extend back to 1908

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 1.1 - ROLL MANAGEMENT

**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 agency	\$		
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	\$	3451	
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	3451	
4.12	Cost recovery not paid into CRF	\$		3668
4.13	Total cost recovery revenue	\$		7119
4.14	Appropriations not related to cost recovery			\$ 15444
4.15	Other sources (please specify)			\$
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>			<b>\$ 22563</b>

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

4.17	Direct expenses	\$	3395
4.18	Indirect expenses (including corporate overheads)	\$	12049
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>15444</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

OUTPUT 1.1 - ROLL MANAGEMENT

**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.)	Ease of enrolment for the public and efficient use of public resources, and equitable sharing of costs between the Commonwealth and States/Territories (Prime Minister's Statement of 1988)
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)	Section 31 FMA is used to appropriate funds collected; S84, 7A and 7B of CEAA
	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)	DOFA, PMC and Parliament
	Other governments (state, territory, local)	All states and territories
	Industry	
	Consumers	
	Other	Political parties

<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>DOFA 1991 Cost 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>AEC in partnership with state authorities</p> <p>AEC in partnership with state authorities</p> <p>AEC</p> <p>AEC</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>Special Minister of State, parliamentarians, JSCEM</p> <p>State electoral authorities</p> <p></p> <p></p> <p></p>
<p>5.7 Please describe these consultation arrangements.</p>	<p>Regulations to give effect to amended legislation (CEA) are currently being negotiated</p>
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>Periodic reviews are held by the parties to the agreement every few years. Reviews primarily focus on price and service delivery issues.</p>

**PART II(d)**

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

OUTPUT 1.1 - ROLL MANAGEMENT

**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')   | Most states/territories - charge per elector set by agreement then annually adjusted for CPI and number of electors on the roll. Paid quarterly. WA - charge based on 50% of agreed 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) | Charges are related to services delivered under the arrangements eg cost of preparing and sending acknowledgement cards to enrollees.  |

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)                                  | Charges are aimed at recovering direct costs in agreed categories. Generally, all permanent staff, overheads and property costs are not recovered. |
| (ii) What proportion of these costs do charges aim to recover? (%)   | Charges cover 50% of direct costs (ie partnership arrangement where Commonwealth bears 50% and states 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) | Charging regime does not require assets to be valued. Provision is made for usage of capital equipment whether it is owned or leased by the AEC.   |
| (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?   | Not directly - see iii.  |
| (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?   | Only one group of users  |
| (x) If 'YES' to (ix), on what basis?   |  |



(xi)	Do charges allow for access and equity considerations (eg. waivers, discounts)?	Not applicable to this group of users
(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.)	Not applicable
6.4	Are there any price controls on these charges?	Costs determined are shared 50% by state/territory. Given the nature of these arrangements, the AEC is not free to vary pricing structure.
6.5	How often is the level of charges changed?	Total charge varies annually as components in formula change (see 6.1). Pricing review of base charge is undertaken every 3 years.
6.6	What happens if revenue recovered is greater than costs incurred?	Not applicable

**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**

**If your agency 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 OUTPUT 1.3 - ROLL PRODUCTS AND SERVICES

**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;">PROVISION OF ELECTORAL ROLL DATA AND RELATED ELECTORAL PRODUCTS FOR PRESCRIBED PURPOSES</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">Commonwealth Electoral Act and amendments and regulations provide authority for provision of roll data to selected agencies for prescribed purposes eg jury lists, medical research. Fairly minor sales are also made of maps, microfiche, cds.</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">Various government (Commonwealth, state and local levels) and clients meeting criteria under the legislation</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">government organisations able to utilise data and so fulfill obligations; medical research organisations; the public benefits from efficient use of data provided</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Yes - Client services surveys done periodically</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;">commercial providers are in the market gathering data from a variety of sources and so could provide similar services; legislation prevents AEC from making data either widely available or available for commercial use</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px; float: right;">1991</span>

**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 1.3 - ROLL PRODUCTS AND SERVICES

**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 agency	\$		
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	\$		161
4.13	Total cost recovery revenue	\$	161	
4.14	Appropriations not related to cost recovery			\$ 515
4.15	Other sources (please specify)			\$
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>			<b>\$ 676</b>

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

4.17	Direct expenses	\$	458
4.18	Indirect expenses (including corporate overheads)	\$	218
4.19	Third party expenses (a)	\$	
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>676</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 acti

**PART II(c)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 1.3 - ROLL PRODUCTS AND SERVICES

**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.) Charging limits requests to what is required by bona fide users; allows AEC to recoup the resources required to assist this client group

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)	Section 31 FMA is used to appropriate funds; S91, 7A and 7B CEA
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)	DOFA, PMC and Parliament
Other governments (state, territory, local)	All states and territories
Industry	
Consumers	
Other	Political parties

5.4	What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)	DOFA Cost Recovery Guidelines 1991 have been used as basis of pricing reviews along with AEC internal cost data.										
5.5	Which agency is responsible for the following activities? (Please name relevant agency)	<table border="1"> <tr> <td data-bbox="416 612 568 639">Policy setting</td> <td data-bbox="907 612 1794 639">AEC and Special Minister of State</td> </tr> <tr> <td data-bbox="416 644 555 671">Price setting</td> <td data-bbox="907 644 1794 671">AEC</td> </tr> <tr> <td data-bbox="416 676 577 703">Administration</td> <td data-bbox="907 676 1794 703">AEC</td> </tr> <tr> <td data-bbox="416 708 629 735">Revenue collection</td> <td data-bbox="907 708 1794 735">AEC</td> </tr> </table>	Policy setting	AEC and Special Minister of State	Price setting	AEC	Administration	AEC	Revenue collection	AEC		
Policy setting	AEC and Special Minister of State											
Price setting	AEC											
Administration	AEC											
Revenue collection	AEC											
5.6	Is there any ongoing consultation about these cost recovery arrangements? With whom? (Please name relevant bodies.)	<table border="1"> <tr> <td data-bbox="416 807 875 834">Commonwealth government (DOFA etc)</td> <td data-bbox="907 807 1794 834">Special Minister of State, parliamentarians, JSCEM</td> </tr> <tr> <td data-bbox="416 839 882 866">Other governments (state, territory, local)</td> <td data-bbox="907 839 1794 866">State electoral authorities</td> </tr> <tr> <td data-bbox="416 871 510 898">Industry</td> <td data-bbox="907 871 1794 898"></td> </tr> <tr> <td data-bbox="416 903 546 930">Consumers</td> <td data-bbox="907 903 1794 930"></td> </tr> <tr> <td data-bbox="416 935 479 962">Other</td> <td data-bbox="907 935 1794 962">political parties</td> </tr> </table>	Commonwealth government (DOFA etc)	Special Minister of State, parliamentarians, JSCEM	Other governments (state, territory, local)	State electoral authorities	Industry		Consumers		Other	political parties
Commonwealth government (DOFA etc)	Special Minister of State, parliamentarians, JSCEM											
Other governments (state, territory, local)	State electoral authorities											
Industry												
Consumers												
Other	political parties											
5.7	Please describe these consultation arrangements.	Recent amendments have been made to the legislation and regulations. AEC monitoring requests to ensure that legislative requirements are met.										
5.8	Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)	Periodic reviews are conducted by AEC.										

**PART II(d)**

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

OUTPUT 1.3 - ROLL PRODUCTS AND SERVICES

**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 are related to the amount of data requested, the complexity of the extract and the amount of labour required. |
| (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 are related to the data extract activity.   |

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)                                  | Charges are aimed at recovering both direct and indirect costs.   |
| (ii) What proportion of these costs do charges aim to recover? (%)   | Charges are aimed at recovering 100% of costs.  |
| (iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets) | Charging regime does not require assets to be valued. Provision is made for usage of computer equipment as it is a major component of the service. This equipment is now leased by the AEC. |
| (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?   | Not directly - see iii.   |
| (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?   | Charge is for the product regardless of who purchases. Under the legislation, only certain clients can get certain products   |
| (x) If 'YES' to (ix), on what basis?   |   |

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	Users are generally government or professional organisations therefore these considerations are not generally applicable.
(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.)	Indirect costs are related to labour costs and then applied as a % of hourly salary.
6.4 Are there any price controls on these charges?	No
6.5 How often is the level of charges changed?	Charges are reviewed periodically by AEC.
6.6 What happens if revenue recovered is greater than costs incurred?	Excess, if any, is retained by AEC, subject to the Section 31 Agreement with DOFA.

**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**

**If your agency 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 OUTPUT 2.8 - STATE AND LOCAL GOVERNMENT ELECTIONS

**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;">PROVISION OF ELECTORAL SERVICES</span>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <span style="border: 1px solid black; padding: 2px;">Provision of electoral services to state and local government authorities. Some in competitive environment, some by invitation.</span>
4.3	Who pays the cost recovery charges? <span style="border: 1px solid black; padding: 2px;">State electoral and local government authorities</span>
4.4	Who benefits from the program or activity, output or outcome? <span style="border: 1px solid black; padding: 2px;">Client government organisations able to fulfill obligations; AEC may benefit financially as well as through staff skills development and enhancement.</span>
4.5	Do you attempt to measure these benefits? If YES, how? <span style="border: 1px solid black; padding: 2px;">Yes - Client services surveys done periodically</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;">State electoral authorities</span>
4.7	When was this cost recovery arrangement introduced? <span style="border: 1px solid black; padding: 2px;">State - various; local government - 1996</span>



**PART II(b)**

Name of sub-unit, agency, program or activity, output or outcome OUTPUT 2.8 - STATE AND LOCAL GOVERNMENT ELECTIONS

**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 agency	\$	<input type="text"/>
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$	<input type="text"/>
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$	<input type="text"/>
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	0
4.12	Cost recovery not paid into CRF	\$	2094
4.13	Total cost recovery revenue	\$	2094
4.14	Appropriations not related to cost recovery	\$	<input type="text"/>
4.15	Other sources (please specify)	\$	<input type="text"/>
<b>4.16</b>	<b>Total program or activity, output or outcome revenues</b>	\$	<b>2094</b>
<b>Program or activity, output or outcome expenses</b>			
4.17	Direct expenses	\$	1890
4.18	Indirect expenses (including corporate overheads)	\$	<input type="text"/>
4.19	Third party expenses (a)	\$	<input type="text"/>
4.20	<b>Total program or activity, output or outcome expenses</b>	\$	<b>1890</b>
<b>Administration costs</b>			
4.21	What costs are associated with administering the cost recovery arrangements?	\$	<input type="text"/>

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 acti

## **PART II(c)**

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

OUTPUT 2.8 - STATE AND LOCAL GOVERNMENT ELECTIONS

### **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.)	AEC not resourced to deliver services												
5.2	What was the legal basis for establishing these cost recovery arrangements: (Please name and attach relevant documents.)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 35%; padding: 2px;">Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)</td> <td style="padding: 2px;">Section 31 FMA is used to appropriate funds; S7A and 7B CEA; state legislation</td> </tr> <tr> <td style="padding: 2px;">Subordinate legislation (eg. regulations, standards)</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Co-regulation or quasi-regulation</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Commonwealth/State/Territory agreement</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Voluntary arrangements (eg. codes of practice)</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Other</td> <td style="padding: 2px;"></td> </tr> </table>	Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)	Section 31 FMA is used to appropriate funds; S7A and 7B CEA; state legislation	Subordinate legislation (eg. regulations, standards)		Co-regulation or quasi-regulation		Commonwealth/State/Territory agreement		Voluntary arrangements (eg. codes of practice)		Other	
Legislation (eg. s.31 of the Financial Management and Accountability Act, tax or levy acts)	Section 31 FMA is used to appropriate funds; S7A and 7B CEA; state legislation													
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.)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 35%; padding: 2px;">Commonwealth government (DOFA etc)</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Other governments (state, territory, local)</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Industry</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Consumers</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">Other</td> <td style="padding: 2px;"></td> </tr> </table>	Commonwealth government (DOFA etc)		Other governments (state, territory, local)		Industry		Consumers		Other			
Commonwealth government (DOFA etc)														
Other governments (state, territory, local)														
Industry														
Consumers														
Other														

<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>DOFA Cost Recovery Guidelines 1991 have been used as basis of pricing reviews along with AEC internal cost data.</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>	<table border="1"> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> <tr><td>AEC</td></tr> </table>	AEC	AEC	AEC	AEC	
AEC						
AEC						
AEC						
AEC						
<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>	<table border="1"> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> <tr><td></td></tr> </table>					
<p>5.7 Please describe these consultation arrangements.</p>	<table border="1"> <tr><td></td></tr> </table>					
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>Review is underway</p>					

**PART II(d)**

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

OUTPUT 2.8 - STATE AND LOCAL GOVERNMENT ELECTIONS

**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)

Market prices

Charges are related to the activities.

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?

Charges are aimed at recovering both direct and indirect costs.

Charges are aimed at recovering 100% of costs.

Charging regime does not require assets to be valued. Provision is made for usage of computer equipment as it is a major component of the service. This equipment is now leased by the AEC.

Yes

Based on the length of time funds will be tied up

Not directly. Charges include a management fee.

No

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	Users are government organisations therefore these considerations are not generally applicable.
(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.)	Indirect costs are related to labour costs and then applied as a % of hourly salary.
6.4 Are there any price controls on these charges?	No
6.5 How often is the level of charges changed?	Charges are reviewed periodically by AEC.
6.6 What happens if revenue recovered is greater than costs incurred?	Excess, if any, is retained by AEC, subject to the Section 31 Agreement with DOFA.

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