

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

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 AUSTRLIAN NATIONAL AUDIT OFFICE

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) Audit fees are charged for some audit services in accordance with the Auditor-General Act 1997.
4.2	Basic description of arrangements: (Please attach any relevant documents.) Actual and notional fees are calculated on a cost recovery basis using an accrual based costing model to determine an hourly charge out rate.
4.3	Who pays the cost recovery charges? Auditee (Refer Auditor- General Act 1997)
4.4	Who benefits from the program or activity, output or outcome? Parliament, Community and Australian Public Service
4.5	Do you attempt to measure these benefits? If YES, how? Yes. A number of qualitative and quantitative measures are in place. Please refer to the 1999-2000 Annual Report which is enclosed for your records.
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) No. The Auditor-General Act 1997 provides a legislative mandate for the Office of the Auditor-General (and the ANAO) and establishes the Auditor-General as an independent Officer of Parliament. The Auditor-General is able to utilise external and internal resources to fulfill his statutory obligations.
4.7	When was this cost recovery arrangement introduced? Actual and notional audit fees have always been predicated on a cost recovery basis.

PART II(b)

Name of sub-unit, agency, program or activity, output or outcome AUSTRLIAN NATIONAL AUDIT OFFICE

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	\$	10554
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	10554
4.12	Cost recovery not paid into CRF	\$	208
4.13	Total cost recovery revenue	\$	10762
4.14	Appropriations not related to cost recovery	\$	47611
4.15	Other sources (please specify)	\$	1693
4.16	Total program or activity, output or outcome revenues	\$	60066
Program or activity, output or outcome expenses			
4.17	Direct expenses	\$	30220
4.18	Indirect expenses (including corporate overheads)	\$	15219
4.19	Third party expenses (a)	\$	
4.20	Total program or activity, output or outcome expenses	\$	45439
Administration costs			
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 AUSTRLIAN NATIONAL AUDIT OFFICE

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.) To put audit arrangements on a more commercial footing

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)	Auditor-General Act 1997
Subordinate legislation (eg. regulations, standards)	NA
Co-regulation or quasi-regulation	NA
Commonwealth/State/Territory agreement	NA
Voluntary arrangements (eg. codes of practice)	NA
Other	NA

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

Commonwealth government (DOFA etc)	Arrangements were introduced by Government on advice by DOFA
Other governments (state, territory, local)	NA
Industry	NA
Consumers	NA
Other	NA

<p>5.4 What guidelines were consulted when establishing these cost recovery arrangements? (Please attach source of information, guidelines etc.)</p>	<p>Unknown</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 data-bbox="902 608 1361 639">Department of Prime Minister & Cabinet</td> </tr> <tr> <td data-bbox="902 639 1361 671">Australian National Audit Office</td> </tr> <tr> <td data-bbox="902 671 1361 703">Australian National Audit Office</td> </tr> <tr> <td data-bbox="902 703 1361 735">Australian National Audit Office</td> </tr> </table>	Department of Prime Minister & Cabinet	Australian National Audit Office	Australian National Audit Office	Australian National Audit Office	
Department of Prime Minister & Cabinet						
Australian National Audit Office						
Australian National Audit Office						
Australian National Audit Office						
<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 data-bbox="902 804 1361 836">NO</td> </tr> <tr> <td data-bbox="902 836 1361 868">NO</td> </tr> <tr> <td data-bbox="902 868 1361 900">NO</td> </tr> <tr> <td data-bbox="902 900 1361 932">NO</td> </tr> <tr> <td data-bbox="902 932 1361 963">NO</td> </tr> </table>	NO	NO	NO	NO	NO
NO						
NO						
NO						
NO						
NO						
<p>5.7 Please describe these consultation arrangements.</p>	<p>NA</p>					
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>Reviewed in the context of the development of the Auditor-General Act 1997</p>					

PART II(d)

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

AUSTRLIAN NATIONAL AUDIT OFFICE

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') | Refer page 45 of the 1999-2000 Annual Report attached |
| (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) | Actual and notional charges are aligned to actual audit project hours and direct audit expenditure (eg: travel, printing etc) |

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) | The actual cost of the audit project either actually or notionally |
| (ii) What proportion of these costs do charges aim to recover? (%) | 95% |
| (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? | No discrimination on the basis of product. Actual fees charged limited to that permitted by the Auditor-General Act 1997 |
| (x) If 'YES' to (ix), on what basis? | NA |

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	NO
(xii) If 'YES' to (xi), on what basis?	NA
(xiii) Other (Please describe other significant features)	NA
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 allocated using the most appropriate basis which is dependent on the type of overhead (Eg: staff costs allocated on number of staff, accomodation expenses alloacted on the basis of floor space occupied)
6.4 Are there any price controls on these charges?	Benchmarking against private sector accounting firms and other Audit Offices throughout Australia
6.5 How often is the level of charges changed?	Reviewed annually against a three year target
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)

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.

AGENCY revenues and expenses (Please use \$'000)					
	1995-96	1996-97	1997-98	1998-99	1999-2000
Agency revenue from cost recovery (a)					
3.2 Cost recovery revenue retained by your agency	117	672	659	826	208
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)					
3.4 Cost recovery revenue paid to CRF and not specifically appropriated to your agency (or another agency)					
3.5 Total agency revenue from cost recovery	117	672	659	826	208
Agency revenue from other sources					
3.6 Other appropriations	49399	52010	44176	40654	47611
3.7 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)		219	106	1318	1485
3.8 Total agency revenue from other sources	49399	52229	44282	41972	49096
3.9 Total agency revenue	49516	52901	44941	42798	49304
3.10 Total agency expenses	48655	45264	53683	47002	45439
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
Administered revenue from cost recovery (a)					
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)	17075	13780	13437	12878	10554
3.14 Total administered revenue from cost recovery	17075	13780	13437	12878	10554
Administered revenue from other sources					
3.15 Other appropriations					
3.16 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)					
3.17 Total administered revenue from other sources	0	0	0	0	0
3.18 Total administered revenue	17075	13780	13437	12878	10554
3.19 Total administered expenses	0	0	0	0	0

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.