

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
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Commonwealth Authorities and Companies Act 1997

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>

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.

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	7329	7033	5544	8540	7733
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)	45535	49980	48015	46632	44665
3.4 Cost recovery revenue paid to CRF and not specifically appropriated to your agency (or another agency)	0	0	0	0	0
3.5 Total agency revenue from cost recovery	52864	57013	53559	55172	52398
Agency revenue from other sources					
3.6 Other appropriations	9147	8796	16300	16431	26381
3.7 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)	2025	1557	2050	1198	2123
3.8 Total agency revenue from other sources	11172	10353	18350	17629	28504
3.9 Total agency revenue	64036	67366	71909	72801	80902
3.10 Total agency expenses	60340	62713	65843	69570	75171
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)					
3.14 Total administered revenue from cost recovery	0	0	0	0	0
Administered revenue from other sources					
3.15 Other appropriations	1296	1190	3042	4086	2712
3.16 Other sources (eg. asset sales, dividends, interest, funding from other government agencies)				6	10
3.17 Total administered revenue from other sources	1296	1190	3042	4092	2722
3.18 Total administered revenue	1296	1190	3042	4092	2722
3.19 Total administered expenses	1296	1190	3042	4092	2722

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) <input type="text" value="Hypothecated Levy."/>
4.2	Basic description of arrangements: (Please attach any relevant documents.) <input type="text" value="Refer to Chapter 2 of the Rae Talyor Review."/>
4.3	Who pays the cost recovery charges? <input type="text" value="Ship Owners."/>
4.4	Who benefits from the program or activity, output or outcome? <input type="text" value="Ship Owners & General Public."/>
4.5	Do you attempt to measure these benefits? If YES, how? <input type="text" value="NO. It is not feasible to assign a financial value to the benefits."/>
4.6	Are there alternate providers or substitutes for this program or activity, output or outcome? (Please describe) <input type="text" value="NO."/>
4.7	When was this cost recovery arrangement introduced? <input type="text" value="Refer to Chapter 2 of the Rae Talyor Review for the history of these arrangements."/>

PART II(b)

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

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	\$	44665	
4.9	Cost recovery revenue paid to CRF earmarked for appropriation to a third party	\$	0	
4.10	Cost recovery revenue paid to CRF and not earmarked for particular appropriation	\$	0	
4.11	Cost recovery revenue paid to CRF (subtotal)	\$	44665	
4.12	Cost recovery not paid into CRF	\$		7721
4.13	Total cost recovery revenue	\$	52386	
4.14	Appropriations not related to cost recovery			\$ 0
4.15	Other sources (please specify)			\$ 2156
4.16	Total program or activity, output or outcome revenues			\$ 54542

Program or activity, output or outcome expenses

4.17	Direct expenses	\$	48258
4.18	Indirect expenses (including corporate overheads)	\$	9389
4.19	Third party expenses (a)	\$	0
4.20	Total program or activity, output or outcome expenses	\$	57647

Administration costs

4.21	What costs are associated with administering the cost recovery arrangements?	\$	70
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CRF Consolidated Revenue Fund. Direct costs are those directly related to a particular program. Indirect costs include indirect agency overheads and general running costs. (a) Include third party costs where third parties are involved in a program or activity a their costs are being recovered as part of the cost recovery arrangements.

PART II(c)

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

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.) Refer Chapter 2 of the Rae Talyor Review.

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)	Marine Navigation Levy Act 1989, Marine Navigation (Regulatory Functions) Levy Act 1991 & Protection of the Sea (Shipping Levy) 1981 plus associated Collection Acts & Regulations.
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)	Refer Chapter 2 Rae Taylor Review.
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>The only guidelines are that the levies are to fully fund the provision of the services including infrastructure.</p>					
<p>5.5 Which agency is responsible for the following activities? (Please name relevant agency)</p> <p>Policy setting Price setting Administration Revenue collection</p>	<table border="1"> <tr> <td>AMSA</td> </tr> <tr> <td>AMSA - Changes require amendment to collection Acts or Regs</td> </tr> <tr> <td>AMSA</td> </tr> <tr> <td>Customs</td> </tr> </table>	AMSA	AMSA - Changes require amendment to collection Acts or Regs	AMSA	Customs	
AMSA						
AMSA - Changes require amendment to collection Acts or Regs						
AMSA						
Customs						
<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) Other governments (state, territory, local) Industry Consumers Other</p>	<table border="1"> <tr> <td></td> </tr> <tr> <td></td> </tr> <tr> <td>AMSA Advisory Committee & Peak Industry Bodies</td> </tr> <tr> <td></td> </tr> <tr> <td></td> </tr> </table>			AMSA Advisory Committee & Peak Industry Bodies		
AMSA Advisory Committee & Peak Industry Bodies						
<p>5.7 Please describe these consultation arrangements.</p>	<p>The AMSA Advisory Committee meets three times per year. Peak Industry Bodies are consulted when specific issues arise.</p>					
<p>5.8 Have the cost recovery arrangements been formally reviewed? What was the outcome? (Please attach copy of review)</p>	<p>YES, Rae Talyor Review in 1997. In brief, the Review recommended changes to the sliding scale of the Marine Navigation Levy. There were no other substantive changes recommended.</p>					

PART II(d)

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

AMSA Levies

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')	Rates are set so that the budgeted total cost of the services provided are recovered over the forecast shipping volume.
(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)	Individual vessels are levied using a sliding scale based on vessel size (net registered tonnes).

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)	All AMSA costs. (Full Costs apart from the opportunity cost of capital))
(ii) What proportion of these costs do charges aim to recover? (%)	100%
(iii) Does the charging regime require assets to be valued? (eg. to allow the calculation of user cost of capital or return on assets)	YES.
(iv) If 'YES' to (iii), on what basis are assets valued? (eg. historic, replacement, deprival or replacement cost)	Deprival value.
(v) Do charges include a user cost of capital?	YES.
(vi) If 'YES' to (iv), how is it calculated?	Book Depreciation.
(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?	In the context of the AMSA levies, "discrimination" is a tricky concept. Refer to the discussion in Chapter 4 of the Rae Taylor Report
(x) If 'YES' to (ix), on what basis?	

(xi) Do charges allow for access and equity considerations (eg. waivers, discounts)?	The legislation has a number of specific exemptions. AMSA also has discretion to waive levies. This discretion is very rarely exercised.
(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.)	Activity based costing.
6.4 Are there any price controls on these charges?	NO - apart from requiring agreement of Government to variations.
6.5 How often is the level of charges changed?	Usually on an annual basis. However there is no mandated frequency.
6.6 What happens if revenue recovered is greater than costs incurred?	AMSA endeavours to achieve cost recovery over time. Surplus is retained.

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