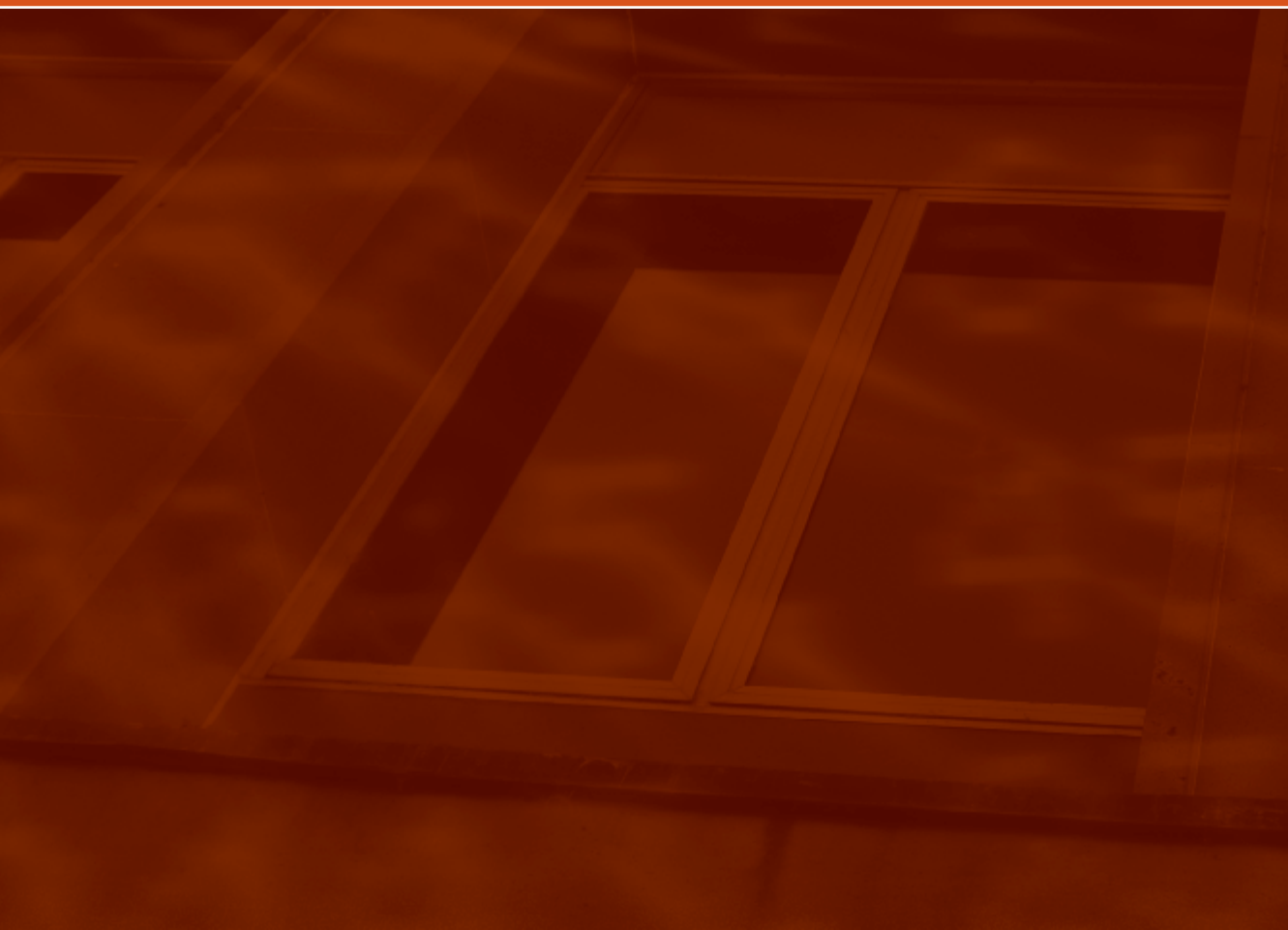




PART FIVE

APPENDICES

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OCCUPATIONAL HEALTH AND SAFETY

The *Occupational Health and Safety Act 1991* requires Commonwealth agencies to provide and maintain a safe and healthy work environment for all its employees, contractors and visitors to their workplaces. The Treasury takes this commitment seriously, and strongly promotes prevention, early intervention and education through its health, safety and wellbeing systems, policies and programs. The Treasury actively encourages staff to contribute to a safer and happier workplace by reporting potential hazards, incidents and accidents as soon as they occur, being sensible about their actions in the workplace and demonstrating Treasury People Values at all times.

The Treasury continues to explore and implement strategies to help minimise the human and financial costs of injury and illness. Case management presents issues that are complex and varied, therefore case managers need to be equally flexible and adaptable to each circumstance, with regard for legislation and internal policy. In 2010-11, the Treasury offered flexible arrangements that benefited both the department and injured or ill employees in terms of supporting them to manage their illness or injury at work.

As a signatory to Comcare's Employer Statement of Commitment, the Treasury continues to observe the Occupational Health and Safety and Rehabilitation Performance Improvement Targets (2002-2012) and maintains its low rate of workplace injury by monitoring and evaluating performance. The Treasury's Comcare premium rate for 2010-11 was 0.61 per cent. This rate remained lower than the Commonwealth average of 1.20 per cent, for the same period.

Ongoing risk management arrangements within the Treasury's Health and Safety Management Arrangements include the following:

- Occupational Health and Safety presentations at new staff inductions demonstrated correct ergonomic workstation set-up and provided information relating to first aid, emergency procedures, accident/incident reporting, the Treasury's Health and Wellbeing Program, lunchtime health activities, lens reimbursements, the Employee Assistance Program and the role of the Health and Safety Committee and Health and Safety Representatives.
- Meetings with Health and Safety Committee members and Health and Safety Representatives occurred three times in 2010-11 to monitor and review health and safety measures and facilitate cooperation amongst employees.
- Health and Safety Representatives conducted workplace inspections three times last financial year. The inspections assisted in rectifying both workplace and psychosocial hazards and helped ensure no notices were given under sections 29, 46 and 47 of the *Occupational Health and Safety Act 1991*.
- Timely reporting of work-related incidents ensures immediate action is taken to rectify hazards. During 2010-11, the Treasury received 22 work-related incident reports; most related to trips, falls and body stressing. Of the 22 incidents, two compensation claims were submitted, both were accepted. Four cases were managed internally under the

Early Intervention Policy. No incidents were reported to Comcare under section 68 of the *Occupational Health and Safety Act 1991*.

- Managers are encouraged to report absences which may be related to physical or psychological injury or illness, so appropriate action can be put in place as soon as possible. Leave data is analysed fortnightly to enable early intervention of potentially non-reported issues.
- First aid officers are conveniently located throughout the department. Employees with underlying health conditions such as epilepsy, asthma and diabetes are encouraged to advise nearby first aid officers to ensure timely assistance is provided.
- The Treasury offers individual workstation assessments and training on ergonomics and workstation adjustment, stretching and taking breaks. A total of 216 individual workstation assessments were conducted in 2010-11. Workstation set-up training is offered as part of the Treasury's Health and Wellbeing Program and manual handling training is also provided to relevant staff.
- Employees requiring glasses for screen-based use can be reimbursed for a portion of the cost; 25 employees sought reimbursement in 2010-11.
- Influenza vaccinations paid by the Treasury are offered annually; 394 employees received these in April 2011.
- In cooperation with the Department of Finance and Deregulation, a 10 metre smoking exclusion zone is in place around the Treasury building.

FREEDOM OF INFORMATION

Prior to 1 May 2011, section 8 of the *Freedom of Information Act 1982* (the Act) required the Treasury to report on its organisational structure, functions and decision making powers, the arrangements for public involvement in its work, the categories of documents it holds and how the public can obtain access to these documents. The section 8 statement covers the period 1 July 2010 to 30 April 2011.

From 1 May 2011, an agency subject to the Act is required to publish information on its website as part of the Information Publication Scheme provisions in Part 11 of the Act. This requirement has replaced the former requirement to publish a section 8 statement in an annual report. The Treasury's plan showing the information that is published in accordance with the Information Publication Scheme requirements is accessible from the Treasury's website at www.treasury.gov.au.

The Australian Competition Tribunal is a separate body within the Treasury portfolio but does not publish an annual report. The Tribunal's section 8 information follows the Treasury's information.

SECTION 8 STATEMENT

Information on the Treasury's organisational structure and senior management are set out in Figures 1 and 2 on pages 15 and 16 respectively. The Treasury's functions and the decision-making powers are set out in the Departmental Overview and Corporate Governance sections at pages 9 to 11 and pages 107 to 112 respectively.

The Treasury delegations and authorisations

The Deputy Prime Minister and Treasurer, other ministers and the Secretary to the Treasury delegate certain powers to officials, or authorise officials to act on their behalf, under Acts of Parliament and agreements. These delegations and authorisations remain in force until renewed, and are listed below.

- Under section 23 of the *Federal Financial Relations Act 2009*, the Treasurer has delegated the power to make payments to the states under section 5 and Part 2 of the Act to the Executive Director, Fiscal Group; General Manager, Commonwealth-State Relations Division; and General Manager, Budget Policy Division.
- Under the *Crimes (Currency) Authorisation 2006*, the Treasurer has delegated certain powers to the General Manager, Corporations and Capital Markets Division; the Chief Executive Officer, Royal Australian Mint; and the Senior Manager, Note Development, Research and Security, Reserve Bank of Australia, pursuant to the definition of 'an authorised person' in subsection 3(1) of the *Crimes (Currency) Act 1981*.
- Under the *Currency Delegation 2007*, the Treasurer has delegated the power to determine the issue price of coins of certain denominations under subsection 14A(2) of the *Currency Act 1965*, to the General Manager, Corporations and Capital Markets Division and the Chief Executive Officers of the Royal Australian Mint and the Gold Corporation.

- Under the *Gold Corporation Agreement Delegation 1999*, the Treasurer has delegated authority to approve a range of essentially administrative matters provided for under the Gold Corporation Agreement between the Commonwealth and Goldcorp Australia relating to gold, platinum and silver coins to the Executive Director, Markets Group and the General Manager, Corporations and Capital Markets Division.
- Under subsections 1821A, 22 and 25 of the *Foreign Acquisitions and Takeovers Act 1975*, and Regulations 3(e) and 3(h), the Treasurer has authorised the General Manager and senior staff from the Foreign Investment and Trade Policy Division to act on his behalf to approve and conditionally approve various proposals and, in specific circumstances, to make an order.
- Under section 22 of the *Mutual Assistance in Business Regulation Act 1992*, the Treasurer has delegated to the General Manager, Corporations and Capital Markets Division the authorisation to exercise the Treasurer's powers to consider requests raised under the Act from foreign regulators for information, documents or evidence, including the ability to impose conditions on an authorisation.
- The Treasurer has delegated to Treasury officials the authority to vote on the Treasurer's behalf on routine matters arising from the Treasurer's Governorship of the IMF, the World Bank Group, the Asian Development Bank and the European Bank for Reconstruction and Development.
- Under subsection 9A(2) of the *Australian Prudential Regulation Authority Act 1988*, the Assistant Treasurer and Minister for Financial Services and Superannuation, on behalf of the Treasurer, has delegated power to the Executive Director, Markets Group and the General Manager, Financial System Division to approve APRA to enter into an agreement to provide prudential regulation of advice services for a fee.
- Under subsection 35(1) of the *Archives Act 1983*, the Assistant Treasurer and Minister for Financial Services and Superannuation, on behalf of the Treasurer, has delegated to the Secretary to the Treasury and Executive Directors, the authorisation to arrange to exempt records from the open access period.
- Under subsection 56(2) of the *Archives Act 1983*, the Minister for Finance and Deregulation has delegated to the Treasurer, the Secretary to the Treasury and Executive Directors, the authorisation to approve access to records not in the open access period.
- Under subsections 147(2) and 601DC(2) of the *Corporations Act 2001*, the responsible minister has delegated the powers to consent to a name being available to a body corporate, to ASIC's Chief Executive Officer and Director, Public Information Program — Operations.
- Under the *Financial Management and Accountability Act 1997* and the Financial Management and Accountability Regulations 1997, the Minister for Finance and Deregulation has delegated certain powers through the Financial Management and Accountability (Finance Minister to Chief Executives) Delegation 2010 to the Secretary to the Treasury who has sub-delegated them to Treasury officials. The Treasurer holds powers in his own right under the *Financial Management and Accountability Act 1997*, and he also has delegated certain powers to Treasury officials.

- Under subsection 23(1) of the *Freedom of Information Act 1982*, the Secretary to the Treasury has authorised senior executive service officers within the Treasury to make decisions regarding initial requests for access to documents. Executive directors are authorised under section 23 to consider and make decisions on applications for internal review.
- In accordance with subsections 33(5), 33A(6) and 36(8) of the *Freedom of Information Act 1982*, the Treasurer has delegated his powers to the Secretary to the Treasury, in respect of documents of the Treasury.
- Under section 22(1) of the *Reserve Bank Act 1959*, the Secretary to the Treasury has nominated a senior executive service officer from within the Treasury to attend meetings of the Reserve Bank Board at which the Secretary is not present.
- Under the following legislation, the Secretary to the Treasury has delegated to nominated Treasury officials certain responsibilities and decision-making powers as an employer: *Public Service Act 1999*; *Public Service Regulations 1999*; *Public Service Classification Rules 2000*; *Public Service Commissioner's Directions 1999*; *Long Service Leave (Commonwealth Employees) Act 1976*; *Maternity Leave (Commonwealth Employees) Act 1973*; *Safety, Rehabilitation and Compensation Act 1988*; and *Fair Work Act 2009*.
- Under section 7 of the *COAG Reform Fund Act 2008*, the Treasurer has delegated his powers to vary the Standard Business Reporting — Payroll Tax Arrangements Agreement, to the Executive Director, Markets Group.

Arrangements for outside participation

People or organisations outside the Commonwealth administration may participate in forming policy or administering enactments and schemes for which the Treasury is responsible. They can do this by writing to Treasury portfolio ministers, the Secretary to the Treasury, or agencies in the Treasury portfolio. In addition, the Treasury website includes details of current public consultations, reviews and inquiries, with details on how to make submissions.

Consultation arrangements

Community consultation enables the Treasury to be better informed when providing advice to the Government.

The Treasury's consultation is undertaken in accordance with government directives and priorities and in line with the Best Practice Regulation Handbook. Effective consultation is an essential element of best practice regulation making.

As part of the Business Liaison Program, Treasury officers conduct regular discussions with companies and organisations to monitor, analyse and report on economic conditions and prospects. The Treasury also engages in consultation to inform the development and implementation of specific policy proposals, including comprehensive consultation on substantive tax and superannuation policy proposals. By being fully informed of the effects

of specific proposals, the Treasury can better advise the Government on how to best meet its objectives and minimise unintended consequences.

With regards to business law changes, the Treasury seeks early and iterative engagement with a broad range of relevant stakeholders, through a mixture of targeted consultation and public consultation. Typically, in the business law field, relevant stakeholders include regulatory agencies, industry associations and other key representatives of relevant parts of industry (including the financial services and professional advisory sectors), and investor or consumer representatives. Among industry, key fund management sectors such as superannuation and insurance may be relevant, as may representatives of issuers and fundraisers more broadly, as well as company directors, company secretaries, lawyers, actuaries, auditors and accountants.

The Treasury generally conducts public consultation on proposed tax changes at both the policy design and legislative design stages. The consultation period is usually four weeks, although on occasions this may be reduced, for example, where introducing the legislation is the priority. Consultation summaries are posted on the Treasury website when new legislation is introduced into Parliament. These summaries provide feedback to consultation participants on the key issues raised in consultation; changes made as a result of consultation; and where possible, why certain suggestions were not adopted. Consultation summaries also invite feedback on the consultation process to provide information for the Treasury to continuously improve its consultation practices and arrangements.

Where possible, the Treasury seeks to consult on tax changes at the initial policy design stage. To facilitate this consultation, in 2009, the Treasury established, by tender, a Tax Design Advisory Panel which now comprises five accounting firms, five law firms, one economic research and modelling house, and one legal academic and research organisation. Establishing this panel also allows the Government to develop important tax and superannuation legislation by teams involving the Treasury, the ATO and the private sector, as represented by panel members.

On occasions, conflicts arise between the need to consult and draft measures for introduction, particularly in integrity and budget measures. This is due to budget tax measures generally remaining confidential until their announcement, and public consultation follows the announcement. However, the Government may consult confidentially with members of the Tax Design Advisory Panel prior to announcing these measures.

Proposed consultation arrangements are set out in the Government's forward work program for tax measures. The forward work program also indicates which measures are proposed for introduction in the next sittings of Parliament. The Government periodically releases an updated forward work program and publishes it on the Treasury website at www.treasury.gov.au.

Additionally, the following allow bodies outside the Australian Government administration to advise on policy and administer enactments or schemes.

Australian Office of Financial Management Advisory Board

The AOFM Advisory Board, a non-statutory advisory body established in 2000, primarily advises on operational debt. The board comprises seven members: the Secretary to the Treasury, the AOFM Chief Executive Officer, a senior Treasury official, a senior officer from the Department of Finance and Deregulation and three experts drawn from the financial sector. The outside appointments are for three years and members may be reappointed.

The AOFM Advisory Board is accountable to the Secretary to the Treasury who chairs the board. The board has an advisory role and does not possess executive powers or decision-making authority in its own right. It provides general counsel and guidance to the Secretary to the Treasury on all aspects of operational debt policy matters and AOFM performance generally. It reviews the financial statements, legislative and policy compliance, and management recommendations on matters requiring ministerial approval.

Board of Taxation

The Board of Taxation, a non-statutory advisory body established in 2000, advises on the design and operation of Australia's tax laws, ensuring full and effective community consultation in designing and implementing tax legislation.

The Board comprises ten members; seven are drawn from the non-government sector, including the chair. These members are appointed on a part-time basis and on the basis of their personal capacity, with regard to their ability to contribute to the tax system. The appointments are for up to three years and members may be reappointed. The Secretary to the Treasury, the Commissioner of Taxation and the First Parliamentary Counsel serve as ex-officio members.

The Board of Taxation provides advice to the Treasurer on:

- the quality and effectiveness of tax legislation and processes for its development, including community consultation and tax design;
- improvements to the general integrity and functioning of the tax system;
- research and other studies it commissions on topics approved or referred to it by the Treasurer; and
- other tax matters referred to it by the Treasurer.

The Treasury provides secretariat support to the Board.

Commonwealth Consumer Affairs Advisory Council

The Commonwealth Consumer Affairs Advisory Council is a non-statutory, expert advisory body established in 1999. Its primary role is to provide the relevant minister with independent advice on consumer affairs.

Members of the Commonwealth Consumer Affairs Advisory Council are appointed by the Minister and come from a range of industries and backgrounds. All serve as individuals, rather than as representatives of organisations.

The Commonwealth Consumer Affairs Advisory Council meets regularly to identify and advise on new and emerging consumer issues, and investigate, advise and report on consumer issues referred to the council by the Parliamentary Secretary to the Treasurer who is responsible for competition and consumer policy.

Corporations and Markets Advisory Committee

The Corporations and Markets Advisory Committee is a body corporate established under Part 9 of the *Australian Securities and Investments Commission Act 2001* (ASIC Act).

The Corporations and Markets Advisory Committee comprises part-time members appointed by the responsible minister. Members are selected from throughout Australia on the basis of their knowledge of, or experience in business, company administration, financial markets, law, economics or accounting. Under section 147 of the ASIC Act, the chairman of ASIC is an ex-officio member of the Advisory Committee.

The committee, on its own initiative or when requested by the Minister, provides advice and recommendations on such matters connected with:

- a proposal to make or amend corporations legislation (except excluded provisions);
- the operation or administration of the corporations legislation (except excluded provisions);
- law reform on corporations legislation (except excluded provisions);
- companies or a segment of the financial products and financial services industry; and
- a proposal to improve the efficiency of financial markets.

In fulfilling these functions, the committee seeks to stimulate and lead public debate to enhance the standards for corporations and participants in financial markets, and propose suitable regulatory reform when necessary.

The committee is assisted by its legal committee.

Financial Sector Advisory Council

The Financial Sector Advisory Council is a non-statutory body established in April 1998 as part of the Government's response to the Financial System Inquiry. The council provides advice to the Government on policies to facilitate the growth of a strong and competitive financial system. The Treasurer appoints members in their personal capacity for two years, subject to their continued involvement in the relevant area of the financial sector.

Financial Sector Advisory Council submissions and recommendations to Treasury portfolio ministers are confidential.

The Treasury provides secretariat support to the council.

Foreign Investment Review Board

The Foreign Investment Review Board is a non-statutory body that advises the Government on foreign investment policy and its administration. The board comprises five members; four, including the chair, are drawn from the business and community sectors. These members are appointed on a part-time basis. The General Manager of the Foreign Investment and Trade Policy Division also serves on the board as an Executive Member. The Board:

- examines proposed investments that are subject to Australia's Foreign Investment Policy or the *Foreign Acquisitions and Takeovers Act 1975*, and makes recommendations to the Treasurer on these proposals;
- advises the Government on foreign investment matters generally;
- fosters an awareness and understanding, both in Australia and abroad, of Australia's foreign investment policy;
- provides guidance, where necessary, to foreign investors so their proposals conform with the policy and legislation; and
- monitors compliance with foreign investment policy.

The Board's functions are advisory only. Responsibility for making decisions on foreign investment policy and proposals rests with the Treasurer.

Council of Financial Regulators

The Council of Financial Regulators is the coordinating body for Australia's main financial regulatory agencies. Its membership comprises the:

- Reserve Bank of Australia, which chairs the Council;
- Australian Prudential Regulation Authority;
- Australian Securities and Investments Commission; and
- the Treasury.

The Council contributes to the efficiency and effectiveness of financial regulation by providing a high-level forum for cooperation and collaboration among its members. It operates as an informal body in which members are able to share information and views, discuss regulatory reforms or issues where responsibilities overlap and, if the need arises, coordinate responses to potential threats to financial stability. The council also has a role in advising the Government on the adequacy of Australia's financial system architecture in light of ongoing developments.

Categories of documents held by the Treasury

The Treasury holds:

- correspondence, analysis and policy advice by Treasury officers, comments on Cabinet submissions and drafts of these and other documents;
- representations made to Treasury portfolio ministers on matters falling within their portfolio responsibilities and documents dealing with policy and administration in areas falling within the responsibilities of the Treasury portfolio detailed in the annual report. Every six months, the Treasury posts an indexed list of its policy file titles at www.treasury.gov.au;
- documents relating to staff, the organisation and operations including personnel records, organisation and staffing records, financial and expenditure records, and internal operations, such as office procedures and instructions; and
- documents relating to grants that the Government provides to other levels of government and to organisations under the programs it administers.

Facilities for access to documents

Information on obtaining access to documents held by the Treasury is on the Treasury website at www.treasury.gov.au. Members of the public can contact:

Freedom of information
The Treasury
Langton Crescent
PARKES ACT 2600

Email: FOI@treasury.gov.au
Telephone: 02 6263 2800

Freedom of information activity

In 2010-11, the Treasury and the portfolio Ministers received 159 requests for access to documents under the *Freedom of Information Act 1982*, compared with 63 requests in the previous year. There was a significant increase in the number of requests following changes to the legislation from 1 November 2010. Details are set out in Table 10 on page 275.

Table 10: Freedom of information statistics for 2010

Description	Number
Requests received	
On hand at 1 July 2010	14
Received	159
Breakdown across the Treasury	
Portfolio Ministers	17
Executive	4
Macroeconomic Group	21
Fiscal Group	32
Revenue Group	28
Markets Group	59
Corporate Services Group	12
Action on requests	
Access in fullw	12
Access in part	56
Access refused or no documents located	29
Transferred in whole	4
Withdrawn/lapsed	43
Current as at 30 June 2011	29
Internal review	
Applications	9
Review by the Information Commissioner	
Applications	2
Review by Administrative Appeals Tribunal	
Outstanding at 1 July 2010	1
New applications	3
Withdrawn	2
Fees and charges	
Total application fees collected	\$900
Total charges collected	\$15,367
Total application fees and charges collected	\$16,267

AUSTRALIAN COMPETITION TRIBUNAL

The tribunal is an agency within the Treasury portfolio. As it does not publish an annual report; its section 8 statement follows.

Establishment

The tribunal was established under the *Trade Practices Act 1965* and continues under the *Competition and Consumer Act 2010*.

Organisation

The tribunal consists of a president and as many deputy presidents and other members as the Governor-General appoints. All presidential members must be judges of the Federal Court of Australia. Other members must have knowledge of, or experience in, industry, commerce, economics, law or public administration. For the purposes of hearing and determining proceedings, the tribunal is constituted by a presidential member and two non-presidential members.

The Federal Court of Australia manages the tribunal's funds and provides registry services and administrative support. The registry receives documents, arranges tribunal sittings and undertakes general administration.

Functions and powers

The tribunal is mainly a review body that rehears or reconsiders matters. It may perform all the functions and exercise all the powers of the original decision-maker to affirm, set aside or vary the original decision.

The tribunal hears applications for review of determinations of the ACCC, granting or revoking authorisations permitting conduct and arrangements that would otherwise be prohibited under the Competition and Consumer Act due to their anticompetitive effect. The tribunal also hears applications for authorisation of company mergers and acquisitions which would otherwise be prohibited under the Competition and Consumer Act.

In addition, the tribunal hears applications to review decisions on access matters under the Competition and Consumer Act's regime to facilitate third party access to the services of certain essential facilities of national significance. The tribunal also hears applications for review of the ACCC's exclusive dealing determinations and certain decisions under the Competition and Consumer Act's regime for non-conference ocean carriers.

Arrangements for outside participation

Tribunal review proceedings, except under special circumstances, are public.

When a new review application is made to the tribunal, the tribunal ascertains who made submissions to, or registered their interest with the ACCC or the National Competition Council on the decision. The tribunal directs the applicant to serve the application on

each interested party. At the same time, these parties are advised when the application will first come before the tribunal, and consider whether they have leave to intervene in the proceedings.

The tribunal may permit a person to intervene in the proceedings before it. Participants may appear on their own behalf or represent a firm or association, subject to the tribunal's approval, or, be represented by a barrister or solicitor.

Categories of documents the tribunal holds

The tribunal maintains the following categories of documents:

- documents lodged with the registrar on particular proceedings, including applications, notices of appearance, statements of facts and contentions, witness statements and submissions;
- correspondence concerning particular tribunal proceedings;
- tribunal decisions and reasons;
- reports on tribunal inquiries into shipping matters;
- register of applications made to the tribunal;
- documents concerning administrative and financial aspects of the tribunal's operations; and
- general correspondence.

The public may inspect the following categories of documents free of charge (except where the Act or the tribunal restricts public access due to confidentiality):

- documents lodged with the registrar on particular proceedings;
- tribunal decisions and reasons;
- reports on tribunal inquiries into shipping matters; and
- register of applications made to the tribunal.

The public can obtain copies of the above four categories of documents after paying the fees set out in the Competition and Consumer Regulations 2010.

ADVERTISING AND MARKET RESEARCH

The Treasury undertook the following advertising and marketing research in 2010-11.

Table 11: Advertising and marketing research expenditure for 2010-11

Purpose	Vendor	Cost (\$)
Advertising campaign	Universal McCann	4,458,156
	Vinten Browning	1,677,699
	GFK Blue Moon	473,350
	Hall and Partners Open Mind Pty Ltd	261,708
	Cultural Partners	78,420
Business advertising	Universal McCann	109,468
Recruitment advertising	Adcorp Australia Pty Ltd	22,462
Total		7,081,263

Note: These figures exclude GST. Payments less than \$11,200 are not included in this table.

During 2010-11 the Treasury conducted two advertising campaigns.

A campaign was conducted to raise awareness and understanding of the Education Tax Refund among eligible recipients and to alert recipients to the inclusion of school uniforms from 1 July 2011. During 2010-11, the Treasury spent \$4.9 million on the campaign.

A campaign was conducted to raise community and business awareness of the relevance and benefits of the Government's package of reforms to support a competitive and sustainable banking system. During 2010-11, the Treasury spent \$2.2 million on the campaign.

Further information on the advertising campaigns is in the report on Australian Government advertising that is prepared by the Department of Finance and Deregulation. The report is available at www.finance.gov.au/advertising/index.html.

ECOLOGICALLY SUSTAINABLE DEVELOPMENT AND ENVIRONMENTAL PERFORMANCE

The Treasury continues to develop and incorporate strategies to improve its overall environmental performance. It participates in various government environmental forums and reviews information on property, building and environmental management through its membership of property and building industry groups.

The Treasury has completed a comprehensive review of its Environmental Management System, putting in place strategies to meet commitments under the Treasury Building Management Committee Green Improvement Agreement. These include various environmental sustainability initiatives and energy targets set by the Energy Efficiency in Government Operations Policy.

ENERGY MANAGEMENT

The Treasury is trialling a new lighting system in selected areas in the Treasury Building, reducing the number of light fittings and replacing old fluorescent tubes with new energy efficient technology.

The Treasury participated, with other tenants of the Treasury Building, in a Green November initiative in 2010. This resulted in a 4 per cent energy saving. With the various initiatives and progressive improvements, the Treasury is now expected to be able to meet the Energy Efficiency in Government Operations Policy target of 7,500mj per person for 2011-12.

Other initiatives being implemented include:

- raising staff awareness through a comprehensive communication strategy; and
- the purchase of minimum 5 star energy rated electrical products.

RECYCLING

The Treasury recycles paper and cardboard products, which a local recycling firm collects. Classified waste paper is shredded, and or, pulped and paper hand towels are recycled. Waste recycling stations are provided in staff kitchens separating recyclable items and organic waste.

The Treasury also participates in the recycling of toner cartridges, fluorescent tubes and batteries and helps staff recycle old mobile phones, donating them to charity.

WATER

Tenancies in the Treasury Building are not metered separately for water consumption. The Treasury recently upgraded the showers in its staff change rooms with the 5 star rated economy flow shower heads. The Treasury Building Management Committee is investigating other water savings initiatives.

GRANTS

As part of the Government's reforms introduced to improve the transparency and accountability of grants administration, departments are required to publish details of grants on their website, no later than seven working days after the funding agreement for the grant takes effect. The details must remain on the website for two years. The Treasury does not administer any grant programs, but does award a small number of grants on an ad-hoc basis.

As this information is now on the website, the annual report no longer contains the list of grant recipients. Instead, information on grants awarded by the Treasury during the period 1 July 2010 to 30 June 2011 is available at www.treasury.gov.au.

RESOURCE TABLES

Table 12: Summary resource statement

	Actual available appropriation 2010-11 \$'000 (a)	Payments made 2010-11 \$'000 (b)	Balance remaining \$'000 (a-b)
Ordinary annual services			
Departmental appropriation			
Departmental appropriation	167,728 ¹	165,056	2,672
s31 relevant agency receipts	9,877 ³	9,931	(54)
Total departmental	177,605	174,987	2,618
Administered expenses			
Outcome 1	38,378 ¹	14,880	n/a
Total administered expenses	38,378	14,880	n/a
Total ordinary annual services	A 215,983	189,867	n/a
Other services			
Departmental non-operating			
Equity injections	1,395 ²	1,395	-
Total	1,395	1,395	-
Administered non-operating			
Administered assets and liabilities			
Outcome 1	162,265 ²	4,079	n/a
Total	162,265	4,079	n/a
Total other services	B 163,660	5,474	n/a
Total available annual appropriations (A+B)	379,643	195,341	n/a
Special appropriations			
<i>A New Tax System (Commonwealth-State Financial Arrangements) Act 1999</i>	-	-	n/a
<i>Asian Development Bank (Additional Subscription) Act 2009</i>	18,687	18,687	n/a
<i>Car Dealership Financing Guarantee Appropriation Act 2009</i>	4,922	4,922	n/a
<i>Federal Financial Relations Act 2009</i>	63,440,835	63,441,516	n/a
<i>International Monetary Agreements Act 1947</i>	530,651	557,153	n/a
<i>Superannuation Industry (Supervision) Act 1993</i>	55,000	54,994	n/a
Total special appropriations	C 64,050,095	64,077,272	n/a
Total appropriations excluding Special accounts (A+B+C)	64,429,738	64,272,613	n/a

Table 12: Summary resource statement (continued)

	Actual available appropriation 2010-11 \$'000 (a)	Payments made 2010-11 \$'000 (b)	Balance remaining \$'000 (a-b)
Special accounts			
Appropriation receipts	-	-	n/a
Non-appropriation receipts to special accounts	18,416,354	18,416,408	n/a
Total special account	D 18,416,354	18,416,408	n/a
Total resourcing and payments (A+B+C+D)	82,846,092	82,689,021	n/a
Less receipts from other sources credited to special accounts	1,507	1,561	n/a
Total resourcing and payments for the Treasury	82,844,585	82,687,460	n/a

1 *Appropriation Act (No. 1) 2010-11 and Appropriation Act (No. 3) 2010-11.*

2 *Appropriation Act (No. 2) 2010-11 and Appropriation Act (No. 4) 2010-11.*

3 Receipts received under s31 of the *Financial Management and Accountability Act 1997*.

Table 13: Resourcing for Outcome 1

Outcome 1: Informed decisions on the development and implementation of policies to improve the wellbeing of the Australian people, including by achieving strong, sustainable economic growth, through the provision of advice to government and the efficient administration of federal financial relations	Budget expenses 2010-11 \$'000	Actual expenses 2010-11 \$'000	Variation \$'000
	(a)	(b)	(a)-(b)
Program 1.1: Department of the Treasury			
Departmental expenses			
Departmental appropriation	166,567	164,191	2,376
Special accounts	1,629	1,561	68
Expenses not requiring appropriation in the Budget year	11,336	12,015	(679)
Administered expenses			
Other services (Appropriation Bill No. 1)	10,439	6,714	3,725
Total for Program 1.1	189,971	184,481	5,490
Program 1.2: Payments to international financial institutions			
Administered expenses			
Special Appropriations	18,892	18,734	158
Expenses not requiring appropriation	28,601	-	28,601
Total for Program 1.2	47,493	18,734	28,759
Program 1.3: Support for markets and business			
Administered expenses			
Other services (Appropriation Bill No. 1)	675	51	624
Special Appropriations	55,000	54,994	6
Total for Program 1.3	55,675	55,045	630
Program 1.4: General revenue assistance			
Administered expenses			
Special appropriations	45,450,000	45,888,000	(438,000)
Special accounts	1,073,515	1,059,153	14,362
Total for Program 1.4	46,523,515	46,947,153	(423,638)
Program 1.5: Assistance to the States for healthcare services			
Administered expenses			
Special Appropriations	11,988,322	11,990,523	(2,201)
Total for Program 1.5	11,988,322	11,990,523	(2,201)
Program 1.6: Assistance to the States for government schools			
Administered expenses			
Special Appropriations	3,550,652	3,550,718	(66)
Total for Program 1.6	3,550,652	3,550,718	(66)

Table 13: Resourcing for Outcome 1 (continued)

	Budget	Actual	
	expenses	expenses	Variation
	2010-11	2010-11	
	\$'000	\$'000	\$'000
	(a)	(b)	(a)-(b)
Program 1.7: Assistance to the States for skills and workforce development			
Administered expenses			
Special appropriations	1,339,358	1,339,358	-
Total for Program 1.7	1,339,358	1,339,358	-
Program 1.8: Assistance to the States for disabilities services			
Administered expenses			
Special appropriations	1,052,019	1,051,945	74
Total for Program 1.8	1,052,019	1,051,945	74
Program 1.9: Assistance to the States for affordable housing			
Administered expenses			
Special appropriations	1,221,831	1,221,831	-
Total for Program 1.9	1,221,831	1,221,831	-
Program 1.10: National Partnership Payments to the States			
Administered expenses			
Special accounts	16,314,084	20,779,114	(4,465,030)
Total for Program 1.10	16,314,084	20,779,114	(4,465,030)
Outcome 1 Totals by appropriation type			
Administered expenses			
Other services (Appropriation Bill No. 1)	11,114	6,765	4,349
Special appropriations	64,676,074	65,116,103	(440,029)
Special accounts	17,387,599	21,838,267	(4,450,668)
Expenses not requiring appropriation	28,601	-	28,601
Departmental expenses			
Departmental appropriation	166,567	164,191	2,376
Special accounts	1,629	1,561	68
Expenses not requiring appropriation in the Budget year	11,336	12,015	(679)
Total expenses for Outcome 1	82,282,920	87,138,902	(4,855,982)
Average staffing level (number)	1,010	1,012	(2)

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Where outcome and program structures differ from the PBS/PAES or other portfolio statements accompanying any other appropriation bills (other portfolio statements), details of variation and reasons for change	Mandatory	n/a
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Actual performance in relation to deliverables and KPIs set out in PBS/PAES or other portfolio statements	Mandatory	21-104
Performance of purchaser/provider arrangements	If applicable, suggested	n/a
Where performance targets differ from the PBS/PAES, details of both former and new targets, and reasons for the change	Mandatory	n/a
Narrative discussion and analysis of performance	Mandatory	21-104
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Significant changes in nature of principal functions/services	Suggested	21-104
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Description	Requirement	Page/s
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Performance against service charter customer service standards, complaints data, and the department's response to complaints	If applicable, mandatory	n/a
Discussion and analysis of the department's financial performance	Mandatory	14
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Consultants		
The annual report must include a summary statement detailing the number of new consultancy services contracts let during the year; the total actual expenditure on all new consultancy contracts let during the year (inclusive of GST); the number of ongoing consultancy contracts that were active in the reporting year; and the total actual expenditure in the reporting year on the ongoing consultancy contracts (inclusive of GST). The annual report must include a statement noting that information on contracts and consultancies is available through the AusTender website	Mandatory	137-140
Australian National Audit Office Access Clauses		
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Disability reporting – explicit and transparent reference to agency level information available through other reporting mechanisms	Mandatory	143-146
Correction of material errors in previous annual report	If applicable, mandatory	n/a
List of requirements	Mandatory	286-288

GLOSSARY

Activities	The actions/functions performed by agencies to deliver government policies.
Administered item	Appropriation that consists of funding managed on behalf of the Commonwealth. This funding is not at the discretion of the agency and any unspent appropriation is returned to the Consolidated Revenue Fund (CRF) at the end of the financial year. An administered item is a component of an administered program. It may be a measure but will not constitute a program in its own right.
Appropriation	An amount of public money parliament authorises for spending with funds to be withdrawn from the CRF. Parliament makes laws for appropriating money under the Annual Appropriation Acts and under Special Appropriations, with spending restricted to the purposes specified in the Appropriation Acts.
APS employee	A person engaged under section 22, or a person who is engaged as an APS employee under section 72, of the <i>Public Service Act 1999</i> .
Clear read principle	<p>Under the Outcomes arrangements there is an essential clear link between the Appropriation Bills, the Portfolio Budget Statements (PBS), the Portfolio Additional Estimates Statements, and annual reports of agencies. Information should be consistent across these and other budget documents, and where possible, duplication of reporting within the PBS should be avoided. This is called the clear read between the different documents.</p> <p>Under this principle the planned performance in the PBS is to be provided on the same basis as actual performance in the annual reports covering the same period, to permit a clear read across planning and actual performance reporting documents. Agencies should take this into account in designing their performance reporting arrangements.</p>
<i>Commonwealth Authorities and Companies Act 1997</i> (CAC Act)	The CAC Act sets out the financial management, accountability and audit obligations on Commonwealth statutory authorities and companies in which the Commonwealth has at least a direct controlling interest. A list of CAC Act bodies can be found at: finance.gov.au/financialframework/caclegislation/docs/CACbodylist.pdf .
Consolidated Revenue Fund (CRF)	The principal operating fund from which money is drawn to pay for the activities of the Government. Section 81 of the Australian Constitution provides that all revenue raised or monies received by the Executive Government forms one consolidated revenue fund from which appropriations are made for the purposes of the Australian Government.

Contractor	A person engaged by an agency, usually on a temporary basis. Treated as an employee of the agency for the purposes of program performance reporting.
Corporate governance	The process by which agencies are directed and controlled. It is generally understood to encompass authority, accountability, stewardship, leadership, direction and control.
Departmental item	Resources (assets, liabilities, revenues and expenses) that agency Chief Executive Officers control directly. This includes outsourced activities funded and controlled by the agency. Examples of departmental items include agency running costs, accrued employee entitlements and net appropriations. A departmental item is a component of a departmental program.
<i>Financial Management and Accountability Act 1997 (FMA Act)</i>	The FMA Act sets out the financial management, accountability and audit obligations of agencies (including Departments) that are financially part of the Commonwealth (and form part of the General Government Sector). A list of FMA Act agencies can be found at: finance.gov.au/financialframework/fmalegislation/docs/FMAAgenciesList.pdf .
Financial results	The results shown in the financial statements of an agency.
Grant	Commonwealth financial assistance as defined under Regulations 3A(1) and 3A(2) of the Financial Management and Accountability Regulations 1997.
Materiality	Takes into account the planned outcome and the relative significance of the resources consumed in contributing to the achievement of that outcome.
MidYear Economic and Fiscal Outlook (MYEFO)	The MYEFO provides an update of the government's budget estimates by examining expenses and revenues in the year to date, as well as provisions for new decisions that have been taken since the Budget. The report provides updated information to allow the assessment of the government's fiscal performance against the fiscal strategy set out in its current fiscal strategy statement.
Non-ongoing APS employee	A person engaged as an APS employee under subsection 22(2)(a) of the <i>Public Service Act 1999</i> .
Official Public Account (OPA)	The OPA is the Australian Government's central bank account held within the Reserve Bank of Australia. The OPA reflects the operations of the Consolidated Revenue Fund.
Ongoing APS employee	A person engaged as an ongoing APS employee under section 22(2)(a) of the <i>Public Service Act 1999</i> .
Operations	Functions, services and processes performed in pursuing the objectives or discharging the functions of an agency.

Outcomes	The results, impacts or consequence of actions by the Commonwealth on the Australian community. They should be consistent with those listed in agencies Portfolio Budget Statements.
Outcome statement	An outcome statement articulates the intended results, activities and target group of an Australian Government agency. An outcome statement serves three main purposes within the financial framework: <ul style="list-style-type: none"> ▪ to explain and control the purposes for which annual appropriations are approved by the Parliament for use by agencies; ▪ to provide a basis for annual budgeting, including (financial) reporting against the use of appropriated funds; and ▪ to measure and assess agency and program (non-financial) performance in contributing to government policy objectives.
Performance information	Evidence about performance that is collected and used systematically which may relate to appropriateness, effectiveness and efficiency and the extent to which an outcome can be attributed to an intervention. Performance information may be quantitative (numerical) or qualitative (descriptive), however, it should be verifiable.
Portfolio Budget Statements (PBS)	Budget related paper detailing budget initiatives and explanations of appropriations specified by outcome and program by each agency within a portfolio.
Programs	An activity or groups of activities that deliver benefits, services or transfer payments to individuals, industry/business or the community as a whole and are the primary vehicles for government agencies to achieve the intended results of their outcome statements.
Program support	The agency running costs allocated to a program. This is funded as part of the agency's departmental appropriations.
Purchaser/provider arrangements	Arrangements under which the services of one agency are purchased by another agency to contribute to outcomes. Purchaser/provider arrangements can occur between Commonwealth agencies or between Commonwealth agencies and State/Territory government or private sector bodies.

Service charters	It is government policy that departments which provide services directly to the public have service charters in place. A service charter is a public statement about the service that a department will provide and what customers can expect from the department. In particular the service charter advises what the department does, how to contact and communicate with the department, the standard of service that customers can expect, along with their basic rights and responsibilities, and how to provide feedback or make a complaint.
Senate Estimates Hearings	Senate Standing Committees hold hearings to scrutinise the appropriation bills and any explanatory documentation tabled to accompany them. Public Servants are called as witnesses to hearings.
Specific Purpose Payments (SPP)	Commonwealth payments to the States for specific purposes in order to pursue important national policy objectives in areas that may be administered by the States.

ABBREVIATIONS AND ACRONYMS

AASB	Australian Accounting Standards Board
ABS	Australian Bureau of Statistics
ACCC	Australian Competition and Consumer Commission
ADB	Asian Development Bank
ANAO	Australian National Audit Office
ANZSOG	Australian and New Zealand School of Government
AOFM	Australian Office of Financial Management
APEC	Asia-Pacific Economic Cooperation
APRA	Australian Prudential Regulation Authority
APS	Australian Public Service
APSC	Australian Public Service Commission
ARPC	Australian Reinsurance Pool Corporation
ASEAN	Association of Southeast Asian Nations
ASIC	Australian Securities and Investments Commission
ATO	Australian Taxation Office
AUASB	Auditing and Assurance Standards Board
AusAID	Australian Agency for International Development
CBA	Commonwealth Bank of Australia
CBOSC	Commonwealth Bank Officers' Superannuation Corporation
CGS	Commonwealth Government Securities
CGT	Capital gains tax
COAG	Council of Australian Governments
CRF	Consolidated Revenue Fund
CSS	Commonwealth Superannuation Scheme
DEEWR	Department of Education, Employment and Workplace Relations
EBRD	European Bank for Reconstruction and Development
EL	Executive level
FBT	Fringe benefits tax
FCS	Financial clams scheme
FMA Act	<i>Financial Management and Accountability Act 1997</i>
FMG	Fortescue Metals Group
FMO	Finance Minister's Orders
FOI	Freedom of information

FSB	Financial Stability Board
GRA	General revenue assistance
GST	Goods and services tax
HCS	HH Claims Support
HLIC	Housing Loans Insurance Corporation
IBRD	International Bank for Reconstruction and Development
IFC	International Finance Corporation
IFRS	International Financial Reporting Standards
IMF	International Monetary Fund
IMR	Investment Manager Regime
IT	Information technology
KPMG	Klynveld Peat Marwick Goerdeler
MIGA	Multilateral Investment Guarantee Agency
MINCO	Ministerial Council for Corporations
MYEFO	MidYear Economic and Fiscal Outlook
NAIDOC	National Aborigines and Islanders Day Observance Committee
NDRRA	Natural Disaster Relief and Recovery Arrangements
NP	National Partnerships
NRAS	National Rental Affordability Scheme
OECD	Organisation for Economic Cooperation and Development
OPA	Official Public Account
PBO	Parliamentary Budget Office
PBS	Portfolio Budget Statements
PEFO	Pre-election Economic and Fiscal Outlook
PNG	Papua New Guinea
PRGF	Poverty Reduction and Growth Facility
PRINCE2	Projects in Controlled Environments
PSS	Public Sector Superannuation Scheme
PSSap	Public Sector Superannuation accumulation plan
PTG	Policy Transition Group
RBA	Reserve Bank of Australia
SBR	Standard Business Reporting
SDR	Special Drawing Rights
SDT	Special Disability Trusts
SES	Senior executive service

SGLP	<i>Strong growth, low pollution: modelling a carbon price</i> report
SMSF	Self Managed Superannuation Fund
SPDS	Shorter Product Disclosure Statements
SPP	Specific Purpose Payment
SPV	Special Purpose Vehicle
TRYM	Treasury's macroeconomic model of the Australian economy
US	United States

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