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ASBESTOS SAFETY AND ERADICATION AGENCY

ANNUAL REPORT 2016-17

# ASBESTOS SAFETY

CREATING AN ASBESTOS-FREE AUSTRALIA

1617

ANNUAL REPORT 2016-17

The background of the entire page is a black and white photograph of numerous concrete pipes stacked together. The pipes are arranged in a way that creates a series of overlapping circular frames, some of which are in sharp focus while others are blurred in the background. The texture of the concrete is visible on the edges of the pipes.

# ASBESTOS SAFETY

CREATING AN ASBESTOS-FREE AUSTRALIA

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16/17

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Asbestos Safety and Eradication Agency  
Attention: Communications Manager  
Level 10, 255 Elizabeth St, Sydney NSW 2000  
Email: [enquiries@asbestossafety.gov.au](mailto:enquiries@asbestossafety.gov.au)  
Phone: 1300 326 148  
Web: [www.asbestossafety.gov.au](http://www.asbestossafety.gov.au)

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**Australian Government**  
**Asbestos Safety and Eradication Agency**

Level 10, 255 Elizabeth Street, Sydney NSW 2000  
Ph: 1300 326 148  
[enquiries@asbestossafety.gov.au](mailto:enquiries@asbestossafety.gov.au)  
[www.asbestossafety.gov.au](http://www.asbestossafety.gov.au)

Senator the Hon Michaelia Cash  
Minister for Employment  
Minister for Women  
Minister Assisting the Prime Minister for the Public Service  
PO Box 6100, Senate  
Parliament House  
CANBERRA ACT 2600

Dear Minister

It is my pleasure to present to you the annual report of the Asbestos Safety and Eradication Agency for the 2016–17 year.

The report has been prepared in accordance with section 70 of the *Public Service Act 1999* and section 46 of the *Public Governance, Performance and Accountability Act 2013*, which requires the agency to submit a report to the Minister on its operations for the year ending 30 June 2017. The report must be given to the responsible Minister by the 15th day of the fourth month after the end of the reporting period for the entity.

The report contains the financial statements for the year ending 30 June 2017. These statements were prepared in accordance with the Finance Minister's orders and as required by section 46 of the *Public Governance, Performance and Accountability Act 2013*. The financial statements also accord with applicable accounting standards.

I certify that the Asbestos Safety and Eradication Agency has a fraud control plan in place which complies with the Commonwealth Fraud Control Guidelines.

Yours sincerely

Nick Miller  
Chief Executive Officer (acting)  
25 September 2017

# Table of contents

Letter of transmittal	vi	<b>Section 6: Management and accountability</b>	<b>58</b>
<b>Section 1: Agency overview</b>	<b>10</b>	Corporate governance	60
Chief Executive Officer - year in review	12	External scrutiny	60
The Agency	13	Management of human resources	61
The Chief Executive Officer	14	Mandatory reporting	63
History	14	<b>Section 7: Financial statements</b>	<b>68</b>
National Asbestos Exposure Register	14	Overview of financial performance	70
National Strategic Plan For Asbestos Management And Awareness	15	Independent auditors report	71
Stakeholder engagement and coordination	16	Statement by Chief Executive Officer And Chief Financial Officer	73
Table 1: 2016–17 at a glance	17	Financial statements	74
<b>Section 2: The Asbestos Safety And Eradication Council</b>	<b>20</b>	<b>Appendices</b>	<b>96</b>
Message from chair of the council	22	Agency engagements and consultations	98
Functions of council	23	National Asbestos Exposure Register	102
Council members	24	Annual report list of requirements	107
Secretariat and committees	28	<b>Glossary</b>	<b>110</b>
<b>Section 3: Report on performance</b>	<b>32</b>	<b>Index</b>	<b>111</b>
Annual performance statement	34		
Introductory statement	34		
Purpose	34		
Results against performance criterion	34		
Analysis of performance against purpose	36		
Third International Conference on Asbestos Awareness and Management	39		
Trends in national asbestos exposure register	40		
National Asbestos Exposure Register	41		
<b>Section 4: Additional work or ministerial directions</b>	<b>48</b>		
<b>Section 5: Asbestos in the news</b>	<b>52</b>		
Importation of asbestos-containing materials into Australia	54		
Senate Inquiry into non-conforming building products	54		
Asbestos in the community – natural disasters and infrastructure	55		
Illegal dumping of asbestos material in the community	55		
Asbestos in remote Indigenous communities	56		

# ASBESTOS

Section 1

## **Agency overview**

### > CHIEF EXECUTIVE OFFICER – YEAR IN REVIEW

The 2016–17 year has been another significant year of operations for the Asbestos Safety and Eradication Agency with the completion of a number of major projects and paving the way for the review of the *National Strategic Plan for Asbestos Management and Awareness 2014–18* during the 2017–18 year.

Through 2016–17, the agency continued to work diligently in building the evidence, practical information and processes to support the objectives of the *Asbestos Safety and Eradication Agency Act 2013* (ASEA Act) and the goals, deliverables and outcomes in the National Strategic Plan. I'd like to thank agency staff and the members of the Asbestos Safety and Eradication Council for their hard work and commitment in the successful delivery of the plan over the year.

The key achievements of the agency for 2016–17 include:

- > the agency building a significant body of research that will provide a solid base for future direction over the next two years and to guide the review of the National Strategic Plan in 2018
- > delivering another successful International Conference on Asbestos Awareness and Management, held in Adelaide in November 2016, which saw over 350 delegates, guest speakers and a range of stakeholders convene to discuss local and international issues regarding asbestos awareness and management
- > working closely with asbestos-related disease organisations through providing secretariat and other assistance to the Asbestos Support Group Network
- > international leadership in commencing dialogue with the Government of Cambodia in working towards the development of National Asbestos Profile and a national ban on the production and use of asbestos-containing products.

The Australian Government has continued to express the importance of dealing with the legacy issues relating to asbestos and its impact on the community. I am confident the agency will continue to deliver the objectives of the ASEA Act and the National Strategic Plan to address these issues and reduce the impact of asbestos-related diseases in Australia.

I look forward to working with the agency staff, council, the Australian Government and all stakeholders in further coordinating the National Strategic Plan during the coming year and the development of a new National Strategic Plan to implement beyond 2018.

**Peter Tighe**  
Chief Executive Officer

## > THE AGENCY

The Asbestos Safety and Eradication Agency (the agency) is a statutory authority established to provide a national focus on asbestos issues that go beyond workplace safety to encompass environmental and public health issues.

The agency came into existence on 1 July 2013 through the enactment of the ASEA Act. Section 8 of the ASEA Act sets out the following functions of the agency:

- a) to encourage, coordinate, monitor and report on the implementation of the National Strategic Plan;
- b) to review and amend the National Strategic Plan as required by the National Strategic Plan or at the request of the Minister;
- c) to publish and promote the National Strategic Plan;
- d) to provide advice to the Minister about asbestos safety, if requested to do so by the Minister;
- e) to liaise with Commonwealth, State, Territory, local and other governments, agencies or bodies about:
  - i. the implementation, review or amendment of the National Strategic Plan; or
  - ii. asbestos safety;
- f) to commission, monitor and promote research about asbestos safety;
- g) such other functions as are conferred on the Agency by or under this Act, the rules or any other law of the Commonwealth;
- h) to do anything incidental or conducive to the performance of any of the above functions.

The agency is responsible through its Chief Executive Officer (CEO) to the Minister for Employment and for financial purposes, operated under the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) for the 2016–17 year and the *Public Service Act 1999* (PS Act) for staffing purposes.

## > THE CHIEF EXECUTIVE OFFICER



**Mr Peter Tighe is the Chief Executive Officer of the Australian Government Asbestos Safety and Eradication Agency – a position he has held since August 2013.**

Peter has had extensive history working in the area of asbestos management. Prior to joining the agency he was National Secretary of the Communications, Electrical, Plumbing Union, a position he held from 1995 to 2013. Peter was also on the board of the National Occupational Health and Safety Commission.

### History

In 2010, a wide-ranging review was established by the Australian Government to make recommendations for the development of a national strategic plan to improve asbestos management in Australia.

The Asbestos Management Review Report released in August 2012 recommended the development of a national strategic plan to improve asbestos awareness and management in the broader community. The review also recommended that an independent national agency be established to guide the implementation of the plan, which resulted initially in the creation of the Office of Asbestos Safety (the office) in September 2012 to start this work.

In June 2013, the Australian Parliament enacted the ASEA Act, which established the agency and the Asbestos Safety and Eradication Council and also prescribed the functions and objectives of these two bodies. The agency and council came into existence on 1 July 2013.

The agency and council are tasked with implementing the *National Strategic Plan for Asbestos Management and Awareness 2014–18* (National Strategic Plan), which was released to the public on 19 June 2015 and publicly launched by the Minister for Employment on 28 August 2015.

### National Asbestos Exposure Register

Also in June 2013, the Australian Government established the National Asbestos Exposure Register to record the details of members of the community who believe they have been exposed to asbestos, either in the workplace or in the general community. The agency was given the responsibility to manage the register for the Australian Government and to ensure data collected was stored correctly under the *Archives Act 1983* and statistical analysis was produced to identify potential risks through registration trends.

# > NATIONAL STRATEGIC PLAN FOR ASBESTOS MANAGEMENT AND AWARENESS

The *National Strategic Plan for Asbestos Management and Awareness 2014–18* was launched on 28 August 2015 by the Minister for Employment. This was the culmination of a national planning process that was endorsed by all Australian jurisdictions.

Since the formation of the nationally agreed plan, the agency has been coordinating quarterly national reporting to the Minister for Employment, and Asbestos Safety and Eradication Council, as well as annual progress reports published in hard copy and on the agency website. This has highlighted extensive action being delivered in all jurisdictions that has contributed to preventing asbestos-related diseases.

In order to continue to build on this success, it is now time to review the agency's coordination activities in order to identify areas to refine and improve. This will be used to inform the next phase of the plan, as the agency commences preparatory work on the National Strategic Plan beyond 2018.

During the 2017–18 reporting year, the agency will complete a process evaluation of the National Strategic Plan to identify what areas have worked well, what can be improved and how this will contribute to more effective coordination regarding the plan and prevention of asbestos-related diseases in Australia.

## Stakeholder engagement and coordination

The agency has a strong focus on consultation and coordination to support diverse stakeholder groups involved in asbestos issues. The diagram in figure 1 indicates some of the primary stakeholder groups that the agency works with in delivering its functions under section 8 of the ASEA Act to provide advice to the Minister about asbestos safety and the implementation of the National Strategic Plan.

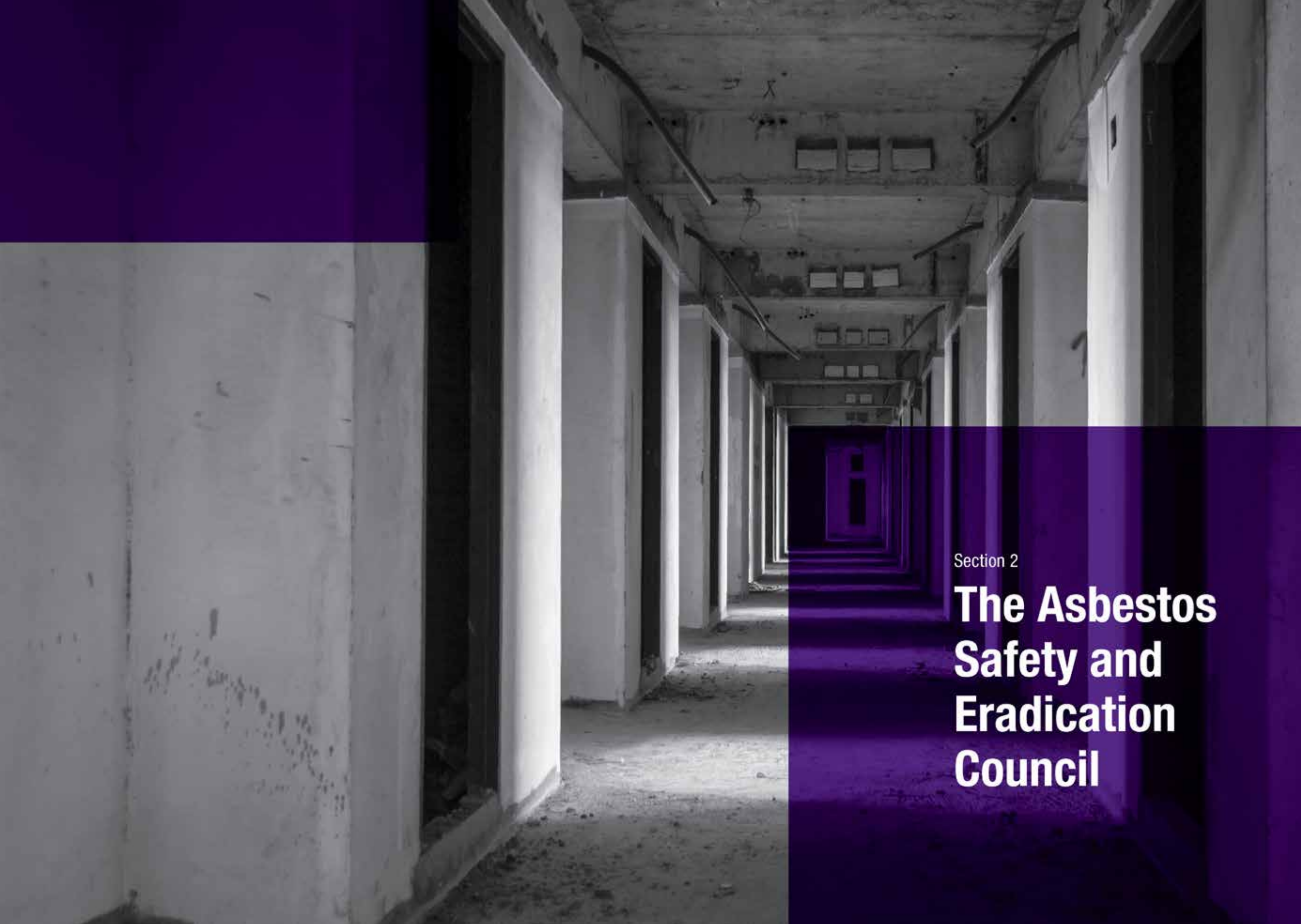
Figure 1: Stakeholder engagement and coordination map



**Table 1:** 2016–17 at a glance

21 June 2017	Parliamentary Group on Asbestos-Related Disease luncheon at Parliament House, Canberra
21 June 2017	Second meeting of the new Asbestos Safety and Eradication Council held in Parliament House, Canberra
20 June 2017	Ninth meeting of the Building, Construction and Demolition Sectors Committee held in Sydney
6 June 2017	Second meeting of the Asbestos Communications Working Group held by teleconference
30 May 2017	Education and Employment Legislation Committee – Senate Estimates hearing in Parliament House, Canberra
2 May 2017	Celebration of the life of Louise (Lou) Williams (long-term mesothelioma patient, passed away 18 April 2017) held in Victoria
11 April 2017	Inaugural meeting of the Asbestos Communications Working Group held by teleconference
29 March 2017	Sixth meeting of the Technical Research Advisory Committee held in Sydney (formally known as Research Advisory Committee)
6 March 2017	Fourth meeting of the Asbestos Policy and Regulation Interdepartmental Committee held by teleconference
23 February 2017	First meeting of the second Asbestos Safety and Eradication Council held in Sydney – 21st meeting of the Council in total
21 February 2017	Eighth meeting of the Building, Construction and Demolition Sectors Committee held in Sydney
15 December 2016	Third meeting of the Asbestos Policy and Regulation Interdepartmental Committee held by teleconference
14 December 2016	New Asbestos Safety and Eradication Council appointed by the Minister for Employment
21–25 November 2016	National Asbestos Awareness Week activities for asbestos-related disease support groups
15 November 2016	Twenty-first meeting of the Asbestos Safety and Eradication Council (post-International conference) held in Adelaide
13–15 November 2016	Third International Conference on Asbestos Awareness and Management held in Adelaide
1–5 November 2016	South East Asian Ban Asbestos Network Conference in Jakarta, Indonesia (Agency Chief Executive Officer delivered presentation)
25 October 2016	Twentieth meeting of the Asbestos Safety and Eradication Council held in Sydney

24 October 2016	Second meeting of the Asbestos Policy and Regulation Interdepartmental Committee held by teleconference
11 October 2016	Seventh meeting of the Building, Construction and Demolition Sectors Committee held in Sydney
9 August 2016	Fifth meeting of the Research Advisory Committee
26 July 2016	Eighteenth meeting of the Asbestos Safety and Eradication Council held in Sydney
18 July 2016	Sixth meeting of the Building, Construction and Demolition Sectors Committee held in Sydney



Section 2

# **The Asbestos Safety and Eradication Council**

### ➤ MESSAGE FROM THE CHAIR OF THE COUNCIL

Australia is widely recognised for its international leadership on asbestos management. I was honoured, therefore, to be appointed on 14 December 2016 as Chair of the second Asbestos Safety and Eradication Council by the Minister for Employment, Senator the Hon Michaelia Cash.

The Minister appointed six new members and reappointed three existing members. Members of the council are selected in accordance with the *Asbestos Safety and Eradication Agency Act 2013* for their experience and expertise in asbestos safety, public health, corporate governance or community advocacy.

The council met six times during the 2016–17 year and worked through important issues including ongoing development and implementation of the National Strategic Plan. I see a clear commitment and work towards improving asbestos awareness and management from council and thank them for their efforts.

The inaugural council chaired by Geoff Fary provided guidance to the agency in delivering on the goals of the National Strategic Plan thus laying solid foundations for the second council to continue this work. The success of the third International Conference on Asbestos Awareness and Management reflects the standing of the agency and this first council. Internationally renowned experts in public health and asbestos management travelled to Adelaide in November 2016 to share their expertise and advance the agenda of asbestos safety and eradication.

The CEO of the agency and his team can rightly be pleased with this and their other achievements over the 2016–17 year. Council very much appreciates their assistance. Council and management also acknowledge the Australian Government's ongoing support of them as independent bodies. Continued constructive working relationships with all levels of government and stakeholders are essential in developing a new National Strategic Plan in the years beyond 2018. Council and the agency are committed to fostering these relationships as was highlighted by site visits arranged by the ACT Government before and after the 21 June 2017 council meeting in Canberra.

I look forward to working with the members of the second Asbestos Safety and Eradication Council over the coming years in delivering on the commitment towards a country that is free of asbestos-related diseases.

**Diane Smith-Gander**  
Chair, Asbestos Safety and Eradication Council

## > FUNCTIONS OF COUNCIL

The Asbestos Safety and Eradication Council (the council), like the agency, was established by the assent of the ASEA Act.

The council is made up of a Chair and nine members who have been selected for their experience and expertise with asbestos safety, public health, corporate governance or the representation of people with asbestos-related diseases (ARDs) and their families. One position is reserved for an Australian Government representative and four positions are reserved for state, territory and local government representatives.

Section 29(1) of the ASEA Act sets out the functions of the council in providing guidance to the agency through the CEO. These functions include:

- (a) to provide advice, and make recommendations, to the CEO about the performance of the Agency's functions, on its own initiative or at the request of the CEO; and
- (b) to provide advice to the Minister about asbestos safety; and
- (c) to monitor the implementation of the National Strategic Plan by Commonwealth, State, Territory and local governments; and
- (d) to provide advice, and make recommendations, about the National Strategic Plan and annual operational plans.

The council may issue written guidelines to the CEO about the performance of the agency's functions but these must not be inconsistent with any directions given under section 14 of the ASEA Act governing ministerial directions to the CEO.

The Minister may give written directions to the council about the performance of the council's functions and the council must comply with these directions.

## > COUNCIL MEMBERS

### Chair

**Diane Smith-Gander** is non-executive director AGL Energy Limited, Wesfarmers Limited, Chair of Safe Work Australia, a board member of Keystart Loans, Henry Davis York, Committee for Economic Development of Australia (CEDA) and immediate past President of Chief Executive Women. Ms Smith-Gander has held a wide range of non-executive roles in the past including Chairman of Broadspectrum, Deputy Chair of NBN Co, non-executive director of the CBH Group and commissioner of Tourism WA. Ms Smith-Gander's last executive role was as a group executive at Westpac Banking Corporation. Prior to re-joining Westpac, Ms Smith-Gander was a partner of McKinsey & Company in the United States serving clients in diverse industries globally. Ms Smith-Gander became a senior advisor to McKinsey in Australia in 2016. Ms **Smith-Gander** is a fellow of the Australian Institute of Company Directors (AICD) and Governance Institute of Australia and adjunct professor of Corporate Governance at University of Western Australia (UWA) where she serves on the advisory board of the Business School.



### Members – Commonwealth representative

**Michelle Baxter** has been the Chief Executive Officer of Safe Work Australia since November 2013. Before her appointment, Ms Baxter worked in many senior roles across the Australian Public Service including as group manager in the former Department of Education, Employment and Workplace Relations (DEEWR), group manager responsible for agency change with the Fair Work Ombudsman and group manager, Council of Australian Governments (COAG) Taskforce with DEEWR. She is also a Commissioner of the Safety Rehabilitation and Compensation Council. Ms Baxter has a Bachelor of Laws and a Bachelor of Arts from the Australian National University and is admitted to practice as a barrister and solicitor in the Australian Capital Territory.



### Members – state and territory representatives

**Jim Dodds (WA)** is the Director of Environmental Health at the Department of Health Western Australia in the Public Health Division. He is also a member of the Food Regulatory Standing Committee and a council member and executive member of the Environmental Health Standing Committee (enHealth). Mr Dodds is undertaking a Master of Health Science and holds a number of qualifications including a Graduate Diploma in Occupational Health and Safety and a Master of Engineering Science – Waste Management. Mr Dodds' previous roles include project lead of a reform program in the Department of Health, Director of Strategy and Environment, Chair of the enHealth Council and various roles in Shire Councils. Mr Dodds was previously the Chair of the enHealth Council and has co-authored nine journal articles in the last 16 years.



**Andrew Kefford (ACT)** is the Head of the Asbestos Response Taskforce for the Australian Capital Territory Government, which is responsible for the design and implementation of the ACT Government's Loose Fill Asbestos Insulation Eradication Scheme. Mr Kefford's previous roles include Deputy Director-General Workforce Capability and Governance in the Chief Minister and Treasury Directorate and the Australian Capital Territory Commissioner for Public Administration. Mr Kefford has also worked for the Commonwealth Government as a senior adviser (Cabinet) in the Department of the Prime Minister and Cabinet and as a senior adviser (government) to the Hon John Howard OM, AC in the Office of the Prime Minister.



**Julie Nielsen (QLD)** is the executive director of Compliance and Business Engagement in the Office of Industrial Relations, Queensland Treasury. Ms Nielsen's previous roles include Brisbane North Sunshine Coast regional director, Workplace Health and Safety Queensland, in the Department of Justice and Attorney General. Before joining the Queensland public service, Ms Nielsen worked at the Queensland Chamber of Commerce and Industry.



**Marnie Williams (VIC)** is the executive director of Health and Safety at the Victorian WorkCover Authority. Ms Williams' previous roles include chief executive officer of the Taxi Services Commission; general manager of the Department of Transport, Planning and Local Infrastructure and various roles at the Victorian WorkCover Authority and Worksafe Victoria, including as general manager of the Strategic Programs Division and as a chemical technologist.



## Member – Employee representative

**Michael Borowick** was elected as Assistant Secretary of the Australian Council of Trade Unions in 2010. Between 1990 and 2010 he held various elected and other positions in The Australian Workers' Union and its predecessor organisations. Mr Borowick is on a number of boards including Safe Work Australia; the Safety, Rehabilitation and Compensation Commission; the National Workplace Relations Consultative Council and the Defence Reserves Support Council. Mr Borowick is also a Director of HESTA, the industry superannuation fund for the health and community sector. HESTA has 834,000 members and \$40 billion of funds under management.



## Member – Employer representative

**Tracey Browne** has been manager, National Safety and Workers Compensation Policy and Membership Services, Australian Industry Group (Ai Group) since 2007. Between 2006 and 2007 she was Ai Group's national program manager, Small Business Occupational Health and Safety (OHS) Advisers Program, and from 2001 to 2007 she was a principal adviser, Workers Compensation and OHS. Her former positions also include group manager, Health Safety and Environment, Bendix Mintex Pty Ltd; coordinator, Occupational Health and Safety/Personnel, ACI Glass Packaging; and senior consultant, Occupational Health and Safety, Deloitte Touche Tohmatsu.



## Other members

**Carolyn Davis** is an independent consultant and a former director of the Australian Chamber of Commerce and Industry (ACCI). Before joining ACCI, Ms Davis was a senior manager in various organisations and a consultant on occupational health and safety and workers' compensation matters. Carolyn has also lectured in occupational health and safety in chemistry. She is a former member of Safe Work Australia and has been an observer at Council meetings since 2013. Ms Davis has a Bachelor of Science (Hons), an Education Diploma, a Graduate Diploma in Occupational Hygiene and is a member of Resolution Institute (alternative dispute resolution).



**Nancy Milne OAM** has extensive business experience as a non-executive director and lawyer and expertise in risk management. She was a lawyer for over 30 years specialising in insurance, corporate governance, risk management and commercial dispute resolution. Ms Milne acted for the underfunded trust created by James Hardie before and during the Jackson Special Commission of Enquiry, acted in disputes involving asbestos claims and has advised on matters relating to insurance arrangements for asbestos liability coverage. Ms Milne is currently a director of ALC Property Group Limited, Securities Exchange Guarantee Corporation Limited (chair since 2012), Superannuation Administration Corporation and the State Insurance Regulatory Authority. Ms Milne was awarded the Order of Australia Medal for services to the legal sector (particularly in insurance law) and to the community.



## Observer

**Dr Robert Walters** is a general medical practitioner, part-time member of the Administrative Appeals Tribunal and Colonel in the Royal Australian Army Medical Corps. Dr Walters has been a general practice consultant to the Surgeon General, Australian Defence Force (ADF) since 1995 and has held positions in the ADF as a senior medical officer, director of Medical Services (Tasmania Region) and military compensation adviser for Tasmania. His board memberships include Chair, Ministerial Asbestos Steering Committee; medical member of WorkSafe Tasmania Board, Headspace; and Chair of the General Practice Consultative Group, ADF. Dr Walters was also a state and territory representative on the first Asbestos Safety and Eradication Council, 2013 to 2016.



# Appointment of second Asbestos Safety and Eradication Council – 14 December 2016

The ASEA Act authorises the Minister for Employment to appoint members to the Asbestos Safety and Eradication Council for a period of no more than three years. On 14 December 2016, the Minister for Employment announced the appointment of the second Asbestos Safety and Eradication Council.

Table 2: Council meetings and attendance – 01 July 2016 to 30 June 2017

	26/07/16	28/09/16	25/10/16	15/11/16 <sup>n</sup>		23/02/2017	21/06/2017
Geoff Fary	P	P	P	P			
Ian Gardner	P	P	P	A			
Peter Dunphy	A	P	P	A			
Lex McCulloch	P	P	P	A			
Barry Robson	P	P	P	P			
Tanya Segelov	P	A	P	P			
Rob Walters	P	P	P	A			O
Michael Borowick	P	P	A	A	A	P	
Tracey Browne	P	P	P	P	P	P	
Carolyn Davis	O	O	O	O	P	P	
Diane Smith-Gander					P	P	
Michelle Baxter					P	P	
Jim Dodds					P	A	
Andrew Kefford		O	O	O	P	P	
Julie Nielsen					P	P	
Marnie Williams					P	P	
Nancy Milne					A	P	

P – Present , A – Apologies, T – Telephone, O – Observer. <sup>n</sup> Post 2016 conference meeting.



From left to right: Peter Tighe (CEO), Michelle Baxter, Marnie Williams, Tracey Browne, Julie Nielsen , Diane Smith-Gander (Chair), Andrew Kefford, Carolyn Davis, Jim Dodds.  
Absent: Michael Borowick, Nancy Milne

## SECRETARIAT AND COMMITTEES

### Agency committees

Under section 24(1) of the ASEA Act, the CEO may establish committees to assist in the performance of his or her functions and the functions of the council. To support the coordination and operation of the National Strategic Plan, four committees and working groups were operating in 2016–17: the Building, Construction and Demolition Sectors Committee, the Technical Research Advisory Committee, the Asbestos Waste Working Group and the Asbestos Communications Working Group.

#### Building, Construction and Demolition Sectors Committee

The Building Construction and Demolition Sectors Committee (BCDS) is the agency’s primary industry consultation forum. The committee includes employer and employee representatives from industries impacted by Australia’s asbestos legacy. The BCDS provides advice to the agency on issues relating to the

management of asbestos in the building, construction and demolition sectors and the implementation of the National Strategic Plan.

BCDS achievements during 2016–17 included:

- assisting in the development of an asbestos knowledge self-assessment tool including recommendations for targeted areas for best practice
- making recommendations to the agency to develop a suite of best practice guides for industry standard practices for minor works that may involve asbestos-containing materials (ACMs)
- assisting in the finalisation of the safety information for the removal of less than 10m<sup>2</sup> of non-friable asbestos booklet for publication
- providing advice on development of specific guidance for electricians and plumbers on working with asbestos
- providing advice on the impact of importation of asbestos-containing products and how to encourage greater awareness for workers.

The BCDS met four times during the 2016–17 year.

#### Technical Research Advisory Committee

The Technical Research Advisory Committee (TRAC) provides advice to the agency on technical research projects. The membership of the committee includes experts in public health, epidemiology, work health and safety and economic analysis.

Key activities included a revision of the agency's research governance, formulation of direction for research project on exposure during do-it-yourself (DIY) renovation activities, and advice and guidance on Australia's National Asbestos Profile and the economic and social Impact of asbestos in Australia.

The committee met four times during 2016–17.

## Working groups

#### Asbestos Waste Working Group

The Asbestos Waste Working Group (AWWG) consists of representatives from the environmental protection authorities and agencies across Australia including the Commonwealth Department of the Environment as well as state and territory bodies. The group has been convened to identify best practice for transport, storage and disposal of asbestos-containing materials, in line with deliverable 2.4 of the National Strategic Plan.

The AWWG met once in the 2016–17 year.

#### Asbestos Communications Working Group

The Asbestos Communications Working Group (ACWG) held its inaugural teleconference meeting in April 2017 and was established to share information about communications campaigns in the states and territories and collaborate on national asbestos awareness campaigns being developed by the agency.

The membership of the ACWG includes media and communications representatives for the state and territory workplace health and safety regulators, Safe Work Australia, Department of Health and other members as required.

The ACWG met twice in the 2016–17 year.

## Secretariat support

#### Heads of Workplace Safety Authorities Imported Materials with Asbestos Working Group

The agency is the secretariat for the Heads of Workplace Safety Authorities (HWSA) Imported Materials With Asbestos Working Group which was established to deal with incidences of asbestos-containing materials being imported into Australia in contravention of the *Customs (Prohibited Imports) Regulations 1956*.

The Working Group meets on an ad hoc basis to determine a course of action when asbestos-containing materials have been imported into Australia and detected in more than one jurisdiction, as outlined in the Rapid Response Protocol. The Working Group reports back to HWSA on the outcomes of discussions, through the secretariat following these instances and on a periodical basis.

The HWSA Working Group met fifteen times in the 2016–17 year (also refer Section 5).

#### Asbestos Support Group Network

The Asbestos Support Group Network (ASGN) is a coalition of all community-based asbestos-related disease support groups across Australia who are mainly funded by charitable donations, grant funding and fundraising events. These groups provide assistance and support to members of the community who have been diagnosed with an asbestos-related disease and their families and friends, which can be a traumatic time for all involved.

The network holds meetings to be kept informed about decisions made at the Asbestos Safety and Eradication Council meetings and other asbestos-related issues that arise from time to time. The agency provides secretariat support for the Network meetings including preparation and minute taking and teleconference facilities.

The ASGN met five times in the 2016–17 year.



Section 3

## Report on performance

# > ANNUAL PERFORMANCE STATEMENT

## Introductory statement

I, as the accountable authority of the Asbestos Safety and Eradication Agency, present the 2016–17 annual performance statement of the Asbestos Safety and Eradication Agency, as required under paragraph 39(1) (a) of the PGPA Act. In my opinion, these annual performance statements are based on properly maintained records, accurately reflect the performance of the entity, and comply with subsection 39(2) of the PGPA Act.

## Purpose

**Outcome one:** to prevent exposure to asbestos fibres in order to eliminate asbestos-related disease in Australia.

## Results against performance criteria

Criterion one	Increase public awareness about asbestos safety		
Source	National Strategic Plan for Asbestos Management and Awareness 2014–18 2016–17 Portfolio Budget Statement (page 58) ASEA Operational Plan 2016–17 (page 5)		
	2016–17 targets	How was this measured?	Results against criterion
Results against performance	> Increase in utilisation of agency information, resources and events	Demonstrated positive increase	> Maintained number of delegates to agency conference at 360 in 2016, same as in 2015 > A key highlight of the 2016 conference was the attendance of international representatives from the Cambodian Government, who have established an ongoing relationship with the agency, showing the agency's contribution to international leadership in the South East Asian region > Agency provided secretariat support for Asbestos Support Group Network and asbestos-related disease support groups

Criterion one	Increase public awareness about asbestos safety		
			<ul style="list-style-type: none"> <li>➤ Presentations delivered and agency represented at external events and meetings across Australia, including five Customs Brokers and Forwarders Council of Australia (CBFCA) Regional Conventions and a seminar in Canberra to raise awareness about the risks of imported products containing asbestos</li> <li>➤ Continued development of agency website into 'one-stop-shop' online resource with new materials and social media collateral</li> <li>➤ During 2016–17, the agency advised on 23 applications for permits to import asbestos into Australia for the purposes of research, analysis or display</li> </ul>
<b>Assessment:</b> exceeded target (100% agreement)			

Criterion two	Effectively coordinate national issues that relate to the plan and asbestos issues		
<b>Source</b>	National Strategic Plan for Asbestos Management and Awareness 2014–18 2016–17 Portfolio Budget Statement (page 58) ASEA Operational Plan 2016–17 (page 5)		
	2016–17 targets	How was this measured?	Results against criterion
<b>Results against performance</b>	<ul style="list-style-type: none"> <li>➤ Survey of Asbestos Safety and Eradication Council, and committees agree the agency effectively engages with stakeholders</li> <li>➤ Progress report on the National Strategic Plan demonstrates coordination of national initiatives</li> </ul>	More than 75% of council members agree	<ul style="list-style-type: none"> <li>➤ Survey of council members showed 100% agreement that the agency effectively engaged with stakeholders during 2016–17</li> <li>➤ Successful coordination and secretariat support for the council, agency committees, working groups and other fora</li> <li>➤ Release of the first National Strategic Plan progress report on 21 November, 2016</li> <li>➤ The agency provided information, reporting and sought the feedback of senior officials from the work health and safety portfolio at least once per quarter during 2016–17 and wrote to senior officials six times with information updates, demonstrating effective reporting and sharing of information about asbestos safety and research, and the implementation of the National Strategic Plan</li> </ul>
<b>Assessment:</b> exceeded target (100% agreement)			

Criterion three	Identify targeted and practical initiatives to reduce the risks of asbestos-related disease in Australia		
<b>Source</b>	National Strategic Plan for Asbestos Management and Awareness 2014–18 2016–17 Portfolio Budget Statement (page 58) ASEA Operational Plan 2016–17 (page 5)		
	2016–17 targets	How was this measured?	Results against criterion
<b>Results against performance</b>	<ul style="list-style-type: none"> <li>➤ Identified initiatives demonstrate a reduction in asbestos exposure risks</li> </ul>	Project evaluations	Agency research highlights for 2016–17: <ul style="list-style-type: none"> <li>➤ Release of the Asbestos in Remote Australian Communities report</li> <li>➤ Disaster research</li> <li>➤ Case studies on significant asbestos removal, land contamination and AC water pipes</li> <li>➤ Analysis of DIY behaviours relating to asbestos exposure</li> <li>➤ Local government's role in asbestos safety</li> </ul>
<b>Assessment:</b> on track			

## Analysis of performance against purpose

The evidence demonstrates that the agency continues to support effective national coordination and sharing of information about asbestos risks and the National Strategic Plan.

Overall, in 2016–17 the agency's council and committee secretariat support has been consistent with 2015–16. The agency has increased focus on asbestos communications with the establishment of an additional working group, and has done extensive work to support the coordination of information and awareness of the risks of imported products containing asbestos via the Heads of Workplace Safety Authorities Working Group, a targeted information event in the ACT and a number of events held by Customs Brokers and Forwarders Council of Australia.

This information reflects the agency's Portfolio Budget Statement and is consistent with the evaluation plan for the National Strategic Plan (referenced in the image on page 38). The alignment of the agency's program with the National Strategic Plan evaluation model shows how the short-term outcomes to increase national coordination and evidence will influence the medium and long-term outcomes of the National Strategic Plan, which are to reduce exposure to fibres in order to eliminate asbestos-related disease.

## Coordination of the National Strategic Plan:

The agency administers the National Strategic Plan by coordinating the activities, research and consultation that is undertaken in line with the plan and asbestos issues nationally across public health, environment and work health and safety.

This is achieved by working with the Asbestos Safety and Eradication Council under a tripartite framework; working with all levels of government, and employer and employee representatives, with the support of independent experts.

The agency has increased focus on asbestos communications with the establishment of an additional working group, and has done extensive work to support the coordination of information and awareness of the risks of imported products containing asbestos.

Council members have provided feedback on the work of the agency during 2016–17, and commented on their positive impression of the agency, general effectiveness, commitment to work and overall level of output produced by the agency. Additionally, members have highlighted the agency's international engagement and leadership as a key point of impact that should receive continued focus in 2017–18.

## Research themes:

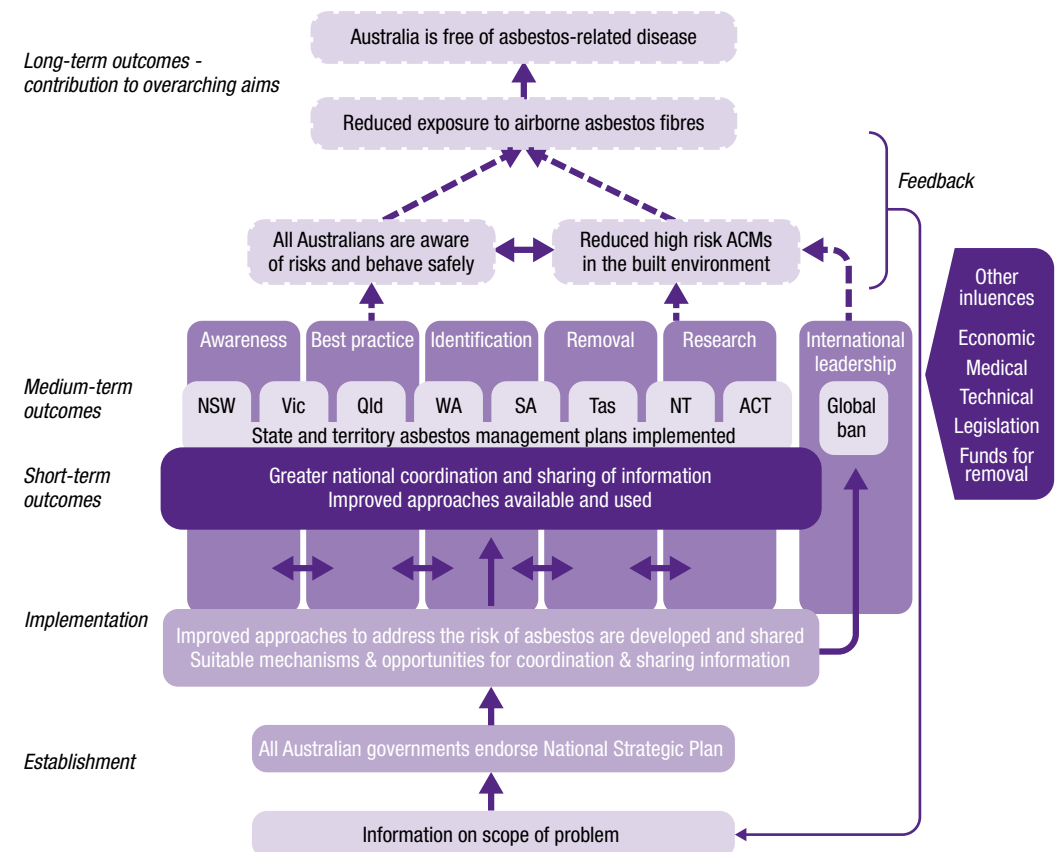
The agency's role under the ASEA Act includes commissioning and promoting asbestos safety research (section 8(f)). During 2016–17, the agency established the following themes for asbestos research and evidence:

- residential risks
- environmental contamination
- asbestos legacy in the built environment
- awareness
- asbestos-related diseases and social impact
- data, evidence and trends.

## Outlook for 2017-18

During 2017–18, the agency will complete a process evaluation of the National Strategic Plan to identify what areas have worked well, what can be improved and how this will contribute to more effective coordination regarding the plan and prevention of asbestos-related diseases in Australia. Since the formation of the nationally agreed plan, the agency has been coordinating quarterly national reporting and annual progress reports. This has highlighted extensive action being delivered in all jurisdictions that contribute to preventing asbestos-related diseases. In order to continue to build on this success, it is now time to review the agency's coordination activities in order to identify areas to refine and improve. This will be used to inform the next phase of the plan, as we commence the preparatory work the National Strategic Plan for Asbestos Management and Awareness after 2018.

The agency program model demonstrating the contribution of short-term outcomes to the elimination of asbestos-related disease in Australia:



Source: National Strategic Plan evaluation framework (2015)

## > THIRD INTERNATIONAL CONFERENCE ON ASBESTOS AWARENESS AND MANAGEMENT

The third International Conference on Asbestos Awareness and Management was held on 13–15 November 2016 at the Adelaide Convention Centre in the week prior to National Asbestos Awareness Week.

Building on the agency conferences in 2014 and 2015, the event was a great success in drawing 360 attendees (experts in asbestos, industry and employer groups, unions, government representatives at all levels, researchers, medical experts and health professionals, community groups, victims of asbestos-related diseases and other stakeholders) to hear internationally and locally renowned speakers discussing a range of topics in asbestos awareness and management.

Delegates from all over Australia and other countries including New Zealand, Canada, Sweden, Nepal, Indonesia and India participated in thought-provoking and informative sessions and debates about how asbestos needs to be managed in order to achieve the goal of a worldwide ban on asbestos mining and manufacturing. The conference also included a delegation from the Government of Cambodia who expressed interest in collaborating with the Australian Government and the agency in working towards a national ban on asbestos in their country.

The agency is currently organising the Asbestos Safety and Eradication Summit, which will take place at Old Parliament House, Canberra in November 2017. This is the week after National Asbestos Awareness Week, which begins 20 November 2017.



## > TRENDS IN ASBESTOS AWARENESS AND MANAGEMENT

The 2016–17 year was the fourth year of full operation for the agency and another significant year in delivering the work required by the ASEA Act and the National Strategic Plan.

### Awareness

Awareness levels of the agency and its activities have been slowly building since its establishment in 2013. However, more work needs to be done to further improve awareness, according to the results of the second national survey of asbestos awareness and attitudes run in 2015–16.

In 2014, the agency commissioned the first ever national survey of awareness of and attitudes towards asbestos and the risks of exposure to asbestos, creating a baseline of statistics on which the agency could test awareness levels and attitudes at biennial intervals into the future. In line with this, the agency conducted a benchmark national survey in May 2016 which showed that awareness levels have plateaued and in some places gone backwards leaving the agency with more work to do in certain sectors like the young do-it-yourself home renovators and young tradespeople.

The results of the 2016 national survey and comparisons to the 2014 baseline survey were published on the agency website in September 2016 and presented to the agency's 3rd International Conference on Asbestos Awareness and Management in Adelaide in November 2016. The agency will conduct another benchmark national survey in the 2017–18 reporting year for comparison to the 2014 and 2016 years results to determine ongoing attitudes and awareness levels, as well as to focus awareness activities.

### Trends in National Asbestos Exposure Register

The number of people registering their details on the National Asbestos Exposure Register (NAER) continues to increase each year of operation, with the total number of registrations reaching 5776 from June 2013 to 30 June 2017. The agency believes the annual increases are a result of better awareness of the register in the Australian community.

At 77 per cent to 23 per cent for male to female registrations respectively, the reporting gap has increased compared to the previous financial year. This is reflected by a large number of registrations from male dominated industries such as electrician, plumber and building/construction.

The occupational to non-occupational ratio has widened at 70 per cent to 30 per cent respectively, compared with approximately 64 per cent to 36 per cent in the previous financial year. This reflects a high incidence of reporting driven by employer referrals, which represent 31 per cent of all registrations compared to 27 per cent in the previous financial year.

Workplace exposure reported by registrants of less than 20 years of age was significantly up compared to the previous year as it was for the 20 to 49 age ranges. There are no clear reasons for this increase.

During this reporting period 40 registrants indicated they had been diagnosed with an asbestos-related disease. Some of them reported having been diagnosed with more than one disease. In 81 per cent of cases it was reported the disease was the result of workplace activity. Pleural plaques were the most reported disease.

# > NATIONAL ASBESTOS EXPOSURE REGISTER

The National Asbestos Exposure Register (NAER) captures details of exposure, including where and when the potential exposure occurred, and details of any diagnosis of asbestos-related disease. The register provides the agency with a statistical analysis of potential or actual exposure events across Australia and allows the agency to remain informed about potential risks which are identified through registration trends. This report provides a snapshot of registrations from 1 July 2016 to 30 June 2017.

The data provided by registrants to the NAER allows the agency to analyse trends and themes in potential asbestos exposure based on age, gender, location and type of potential exposure, frequency of potential exposure, when potential exposure first occurred and the types of jobs or industries where the greatest potential risk may be. If people have been diagnosed with an asbestos-related disease it also allows the agency to estimate the time between the first exposure and when the disease was diagnosed.

Analysis of data in the NAER is based on information limited to the NAER and is general in nature. The registrations do not record confirmed exposure but where someone believes they have been exposed to asbestos fibres. This provides a view of perceived risk and general awareness can be inferred from what is recorded.

## Registrations

Since its inception in June 2013, there have been 5776 registrations. There were 65 registrations in June 2013. There were 1045 registrations in the 2013–2014 financial year, 1369 in the 2014–2015 financial year, 1528 in the 2015–2016 financial year and 1770 in the 2016–2017 financial years.

NSW, ACT and WA had a high representation in the 2016–2017 financial year relative to their populations. For NSW, this is attributed to the ongoing issue of loose-fill asbestos in NSW homes; in WA it is attributed to a large number of registrations relating to workplace exposures where a significant proportion (almost 49 per cent) were referred to the NAER by employers.

Interestingly there has been a significant reduction (greater than 55 per cent) of registrants from the ACT compared to the last financial year. This is due to a significant fall in registrations relating to loose-fill asbestos insulation ('Mr Fluffy') exposure.

**Table 3:** Registrations by location of registrant in 2016–2017

LOCATION								Total
ACT	NSW	NT	Qld	SA	Tas	Vic	WA	
86	478	61	279	122	92	161	491	1770
4.86%	27.01%	3.45%	15.76%	6.89%	5.20%	9.10%	27.74%	

## Exposure type and gender

The ratio of occupational exposure to non-occupational exposure was 70 per cent to 30 per cent for the 2016–2017 financial year. This is consistent with the long-term average of 70 per cent occupational to 30 per cent non-occupational.

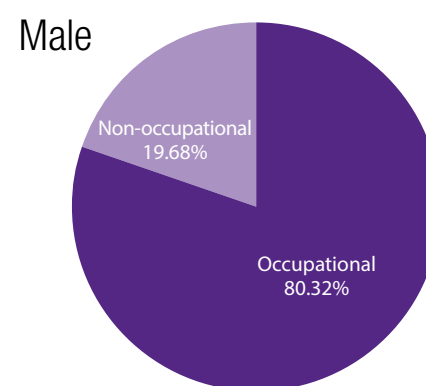
The ratio of male to female exposure was approximately 77 per cent to 23 per cent for the financial year. This is an increase of approximately 8 percentage points in male representation as compared to the previous financial year (69 per cent male to 31 per cent female). The long-term average however, is approximately 74 per cent male to 26 per cent female. The higher than average proportion of male registrations was in all jurisdiction except WA where the proportion dropped by just over 2 per cent. This is possibly due to an increase in the reporting of occupational exposures which are generally in male-dominated jobs.

Non-occupational exposure for men is approximately 20 per cent compared to approximately 80 per cent for occupational exposure. Occupational exposure is slightly higher than for the same period last financial year when the ratio was approximately 23 per cent to 77 per cent. Non-occupational to occupational exposure for women was 65 per cent to 35 per cent in the 2016–2017 financial year compared to 64 per cent to 36 per cent in the previous financial year.

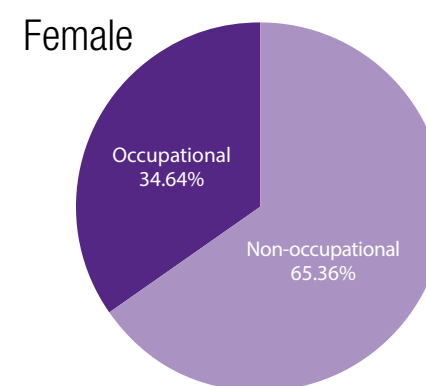
Almost 18 per cent of male respondents were in electrical trades and just over 21 per cent were in building and construction which is a significant increase over the previous financial year. A further 7 per cent were in the mining sector. Of the 40 per cent of male respondents who answered 'other' to their occupational activity, significant proportions were in building and construction or trades related activities.

Almost 76 per cent of female respondents answered 'other' to their occupational activity; however most of these did not appear to be in occupations with a direct relationship to working with asbestos as many were in education or administrative positions.

**Figure 2 :** Exposure type by gender (male)



**Figure 3 :** Exposure type by gender (female)



## Age at exposure and frequency

Just over 70 per cent of reported first exposures occurred before the age of 40 with just under 22 per cent occurring before the age of 20. Of these, approximately 78 per cent were non-occupational exposures. Occupational exposures for the other age groups are significantly higher.

In comparison with the 2015–16 financial year, the once-only frequency has increased significantly (5 percentage points or more) for all age groups and decreased significantly for the greater than five year frequency for all age groups excepting the over 60s. Variations for the other exposure frequencies in the order of 5 percentage points or more are a drop in reporting of exposures of greater than two years to five years for the 40–49 age range, increases in the greater than six months to two years for the under 20 and 30–39 age ranges and zero to six months months for the 40–49 age range. This can possibly be attributed to an increase in the proportion of occupational to non-occupational exposures of just over 5 percentage points compared to the 2015–16 financial year.

Table 4: Exposure by age range at first exposure

AGE	EXPOSURE TYPE	
	NON-OCCUPATIONAL	OCCUPATIONAL
<20	44.41%	55.59%
20–29	15.75%	84.25%
30–39	29.85%	70.15%
40–49	32.96%	67.04%
50–59	32.35%	67.65%
60+	53.13%	46.88%
TOTAL	30.23%	69.77%

Table 5: Frequency of exposure by type of exposure

FREQUENCY	EXPOSURE TYPE	
	NON-OCCUPATIONAL	OCCUPATIONAL
>5 years	33.89%	66.11%
>2 years to 5 years	33.93%	66.07%
>6 months to 2 years	23.26%	76.74%
0 to 6 months	34.16%	65.84%
Once only	24.12%	75.88%
TOTAL	30.23%	69.77%

## Trends

At 77 per cent to 23 per cent for male to female registrations respectively, the reporting gap has increased compared to the previous financial year. This is reflected by a large number of registrations from male-dominated industries such as electrician, plumber and building/construction.

Interestingly, reports of exposure in Qld increased significantly from 177 in 2015–16 to 279 in 2016–17 (approximately 63 per cent). This is possibly due to an almost 9 per cent increase in registrations encouraged by the employer. WA also recorded a significant increase in the number of registrants. Analysis of the responses has revealed large numbers of registrations referring to potential exposure due to the Roe 8 road extensions, school asbestos exposure incidents and employer-initiated registrations. (See Table 1, page 18.)

The occupational to non-occupational ratio has widened at 70 per cent to 30 per cent respectively; compared with approximately 64 per cent to 36 per cent in the previous financial year. This reflects a high incidence of reporting driven by employer referrals, which represent 31 per cent of all registrations compared to 27 per cent in the previous financial year.

Workplace exposure reported by registrants of less than 20 years of age was significantly up compared to the previous year as it was for the 20 to 49 age ranges. There are no clear reasons for this increase.

During this reporting period 40 registrants indicated they had been diagnosed with an asbestos-related disease. Some of them reported having been diagnosed with more than one disease. In 80 per cent of cases it was reported the disease was the result of workplace activity. Pleural plaques was the most reported disease.

### Factors influencing registration numbers

There have been significant fluctuations from one month to another in the number of registrations on the NAER. Influencing factors include point in time media reports on asbestos issues such as:

- government funded loose-fill asbestos inspection programs
- reports of illegal dumping
- reports of import of illegal building products
- reports of incidents in schools or hospitals
- large numbers of employer or union initiated registrations.

### The NAER into the future

Media focus on asbestos issues appears to impact reporting patterns on the NAER. Issues during the 2016–17 financial year have included loose-fill asbestos in residences in both the ACT and NSW as well as reports which appear in the media from time to time about the existence of asbestos-containing materials in schools and hospitals. This indicates a growing concern amongst community members about the risks they may be incurring in settings other than their workplaces.

This is likely to become more apparent with the increasing trend in DIY activities and major home renovations. The agency has received a number of enquiries from concerned members of the public about neighbourhood renovation activities. This also reflects growing awareness amongst members of the public that there are risks in the residential setting of asbestos fibres becoming airborne and posing a risk to the community.

With average monthly registrations of 148 per month in the 2016–2017 financial year, some trends are now beginning to emerge. Despite variations from month to month and year to year, it is clear that the majority of male registrations are work related, while the majority of female registrations are not directly related to their work. There seems to be a growing concern among employers to inform employees of the existence of the NAER and to encourage them to register if they believe they have been exposed. It is hoped that the NAER will continue to be an avenue by which community members can express their concerns about asbestos exposure and to inform the agency of how and where they believe their exposure occurred.

Analysis of the data collected in the NAER will continue to build on the statistical base which is being developed and support the agency to develop an evidence base which is vital for the implementation of the National Strategic Plan. The NAER is an important component of the work of the agency and continues to complement the other sources of information collected by the agency through other research which will help to address the issue of asbestos and its risks to the Australian community into the future.

A photograph of a large stack of light-colored, cylindrical pipes, likely made of concrete or a similar material. The pipes are arranged in a way that shows their circular ends, creating a repeating pattern. A semi-transparent purple overlay covers the right side of the image, providing a background for the text.

Section 4

# **Additional work or ministerial directions**

The agency was not required to do additional work and did not receive any ministerial directions during the 2016–17 year.

**DANGER**

**ASBESTOS**  
CANCER AND LUNG  
DISEASE HAZARD

**AUTHORIZED  
PERSONNEL ONLY**

**RESPIRATORS AND  
PROTECTIVE CLOTHING  
ARE REQUIRED  
IN THIS AREA**

Section 5

# Asbestos in the news

Asbestos continues to be an emotive issue that will generate attention in the community and in the media. The prevalence of asbestos-containing materials in the domestic built environment will continue to cause significant problems in the Australian community while it remains in place.

### Importation of asbestos-containing materials into Australia

The 2016–17 reporting year saw more detection of asbestos-containing materials at the Australian customs border and in the community resulting in action by the Heads of Workplace Safety Authorities (HWSA) Imported Materials with Asbestos Working Group and the Australian Competition and Consumer Commission (ACCC).

In June 2017, the HWSA Working Group issued a consumer and retailer alert regarding the sale of children's crayons sold within Australia that were found to contain trace amounts of asbestos. Other examples of illegal importation were asbestos brake shoes detected in Vespa motor scooters and electrical scooters imported into Australia and a range of asbestos parts found in Polaris youth quad bikes resulting in a nationwide recall of several models.

In August 2016, friable asbestos was detected in new plant equipment imported from China to be installed at the Port Pirie smelter redevelopment in South Australia. It was revealed in media reports at the time SafeWork South Australia were notified of the breach of work health and safety laws and customs regulations making importation of asbestos unlawful.

The agency has been working with stakeholders, notably the Department of Immigration and Border Protection and customs brokers, to promote sample testing prior to the full importation of materials to ensure these events are prevented. The agency provides advice to the Minister for Employment, who is responsible for granting permission to parties that want to import asbestos-containing samples or goods into Australia.

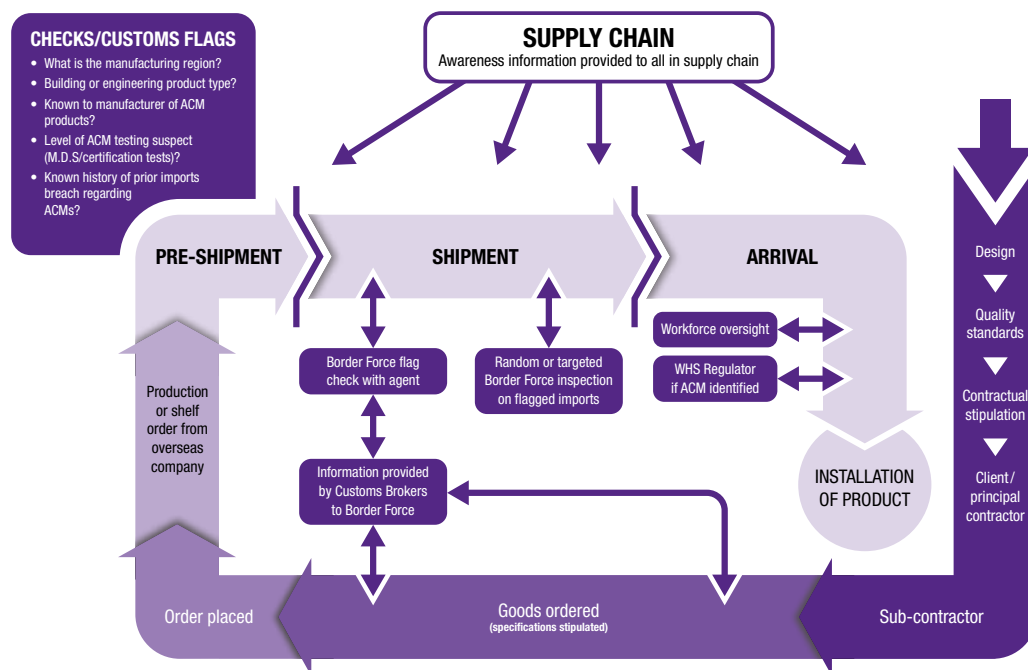
### Senate Inquiry into non-conforming building products

The Senate Economics References Committee Inquiry into Non-Conforming Building Products also generated attention in the media with a number of public hearings across Australia to hear evidence on the impact of non-conforming building products in the building industry and the danger of asbestos-containing materials being illegally imported into Australia.

Following the federal election in August 2016, the Senate Inquiry was reconstituted and adopted extended terms of reference in October 2016 specifically relating to the illegal importation of products containing asbestos. This was a result of the high-profile media stories regarding imported asbestos being detected on the Qld Government building in Brisbane, the Perth Children's Hospital redevelopment and a number of other instances.

The agency's submission to the Inquiry argues that it is the duty and responsibility for all decision-makers along the supply chain to ensure that Australian laws and regulations are enforced at all stages, not just when they arrive in Australia. (See diagram page 55.)

The Senate Committee is due to publish their final report during the 2017–18 reporting year and the agency will provide whatever advice and assistance to all levels of government and corporate Australia to ensure the importation of asbestos materials no longer occurs.



## Asbestos in the community – natural disasters and infrastructure

The Australian community experienced a number of natural disasters in the 2016–17 year, one particular event in southern Sydney showing that disaster action plans and strategies are changing for the better when it comes to managing damaged property which contains asbestos.

In March 2017, Tropical Cyclone Debbie hit the north coast of Qld causing significant damage to property and its aftermath bring torrential rain and flooding to the east coast of Qld and NSW. A significant number of properties in coastal towns along the east coast of Australia were built using asbestos-cement ‘fibro’ sheeting so every natural disaster that occurs brings a new set of challenges in preventing exposure to that damaged asbestos.

## Illegal dumping of asbestos material in the community

The media reporting of instances of illegal asbestos materials dumping in the community continued to be of concern to the agency, with a number of high-profile dumping events occurring across the country.

During the 2016–17 reporting year, the NSW Independent Commission Against Corruption conducted an investigation into illegal asbestos waste dumping involving alleged bribery of a NSW Government employee responsible for investigating these illegal dumping events. Allegations in this case included the Western Sydney Regional Illegal Dumping Squad officer soliciting bribes from people in return for not investigating their illegal asbestos dumping activities.

The ongoing activities of a serial illegal asbestos dumping offender in NSW were highlighted in the media during the reporting year, with reports that he has moved to Vic and operating a similar business in Melbourne. This serial offender has been found guilty in the NSW Land and Environment Court for illegally dumping asbestos more than a dozen times and has been ordered to clean up a number of sites and pay up to \$500,000 in fines.

The agency will continue to monitor illegal dumping events to assist in the development of policy, with the assistance of the Asbestos Waste Working Group, regarding effective removal and disposal of asbestos-containing materials.

## Asbestos in remote Indigenous communities

The agency published a report in May 2017 which received media attention, finding there are unique challenges with asbestos in remote Australian communities and that the cost of removing asbestos in remote areas can be up to three times higher than for other parts of the country.

Indigenous corporations and land councils have inherited ageing infrastructure that was full of asbestos-structures such as housing, churches and public buildings and they require targeted resources to deal with this legacy; in most cases the communities have limited resources and many other priorities to address.

The findings of this study have given remote communities and governments practical options to consider which can overcome the enormous obstacles to dealing with asbestos. The study has examined what works, and sets out effective ways to tackle this problem.



Section 6

# **Management and accountability**

### > CORPORATE GOVERNANCE

The agency's governance framework has its foundation in the ASEA Act, which established the agency and its functions, and the appointment of a CEO to ensure the agency performs these functions. The functions of the agency are set out in section 1 (Agency Overview) of this report.

The CEO is appointed by the Minister by written instrument for a period not exceeding five years and is responsible for the day-to-day administration of the agency. The CEO ensures the agency achieves its performance objectives in accordance with the *National Strategic Plan for Asbestos Management and Awareness 2014–18* and the policies, programmes and performance requirements set out for internal governance purposes.

Agency staff members are responsible for ensuring that the CEO is provided with all necessary information to perform their management responsibilities and to keep the council briefed on agency operations.

The CEO is accountable to the Minister for Employment through the ASEA Act and the Minister for Finance in relation to the PGPA Act, which was the relevant legislation during the 2016–17 year.

The ASEA Act also established the council to provide guidance to the CEO about the performance of the agency's functions and provide advice to the Minister regarding asbestos safety. The functions of the council are set out in section 2 (Asbestos Safety and Eradication Council) of this report.

### > EXTERNAL SCRUTINY

The Audit Committee held four meetings in the 2016–17 year, providing independent assurance and advice to the CEO on agency financial matters, including risk management. The Australian National Audit Office (ANAO) was again appointed to audit the agency's 2016–17 financial statements.

No judicial or tribunal decisions that could have a significant impact on agency operations have been made or are pending.

No reports on the operations of the agency by the Auditor-General, a parliamentary committee or the Commonwealth Ombudsman have been released.

# > MANAGEMENT OF HUMAN RESOURCES

On 30 June 2017, 16 people worked with the agency at various grade levels, 13 covering full time ongoing and non-ongoing and three temporary employment arrangements, all based in Sydney. The agency did not have staff who identified as Indigenous during the year, but will seek opportunities to address the Australian Government Indigenous employment policy in the 2017–18 year and beyond if recruitment is required.

**Table 6:** Agency staff during the 2016–17 year

Class	Female	Male	Permanent/ Full time	Non- ongoing APS	Temp/ Contract	Total
CEO		1	1			1
EL2	2	2	3		1	4
EL1	1	3	4			4
APS6	1			1		1
APS5	4	2		4	2	6
APS4						
<b>Total</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>5</b>	<b>3</b>	<b>16</b>

## Learning and development

The agency provided learning and development opportunities for staff to support the functions of the agency, with staff attending various conferences and training programs throughout the year to supplement already acquired skills and knowledge.

The goal of approved learning and development was to enhance the skills base of the existing staff to minimise the need for external assistance, ensure compliance with regulatory requirements and operate with maximum efficiency as an independent agency.

## Collective determination

Formal separation of the agency from the Department of Employment came into effect on 17 November 2014 upon approval by the Minister for Employment of a collective determination under section 24(1) of the PS Act.

A Notice of Employee Representational Rights under the *Fair Work Act 2009* was issued on 2 March 2016 to commence the process of developing an enterprise agreement to cover employees that are non-SES employees engaged under the PS Act in the agency. The agency anticipates the Asbestos Safety and Eradication Agency Enterprise Agreement will come into operation during the 2017–18 year.

## Performance pay

Agency staff do not receive performance bonuses or performance pay. Non-SES staff were covered by the Department of Employment Enterprise Agreement 2012–14, which provided for pay increments as per the standard pay scale.

## Work health and safety

The agency is committed to fostering a proactive and collaborative approach to the management of employee health, safety and wellbeing.

The agency has an elected health and safety representative who successfully completed the accredited training course, assuming the responsibilities of that position as set out in the *Work Health and Safety Act 2011* (WHS Act).

The agency also has a trained first aid officer with access to a first aid facility and a trained floor warden for emergency evacuation procedures.

## Employee assistance programme

During part of the year, the agency had access to the services provided by Optum through the Department of Employment, which included providing staff with confidential and personalised counselling for personal and vocational/professional matters. The agency was in the process of transitioning to a new provider towards the end of the reporting year.

## Ethical standards

The agency maintained its commitment to high ethical standards by reinforcing the Australian Public Service (APS) values and APS code of conduct.

Induction programs highlighted the importance of APS values and the code of conduct as a vehicle for instilling a positive, collaborative and professional workplace culture with the aim of establishing the agency as a leading APS employer.

During the 2016–17 year, there were no formal cases involving alleged breaches of the APS values or the APS code of conduct.

# > MANDATORY REPORTING

## Asset management

The agency's asset management strategy emphasises whole-of-life asset management and seeks to minimise holdings of surplus and under-performing assets.

The agency's stocktake of fixed and intangible assets in 2016–17 confirmed their location and condition, and emphasised to custodial officers their responsibility to ensure the safe-keeping of assets in their custody.

Details of the assets administered by the agency in 2016–17 can be found in section 7 (Financial statements).

## Purchasing

In 2016–17, with the exception of those instances reported in its Certificate of Compliance, the agency complied with the Australian Government's purchasing policies. Its procurement and purchasing activities were conducted in accordance with the Commonwealth Procurement Rules to ensure value for money, and efficient, effective, economical and ethical procurement outcomes.

## Consultants

Due to the size of the agency, it is necessary to engage consultants to provide specialist expertise or independent research and to provide value for money. The decision to engage a consultant is made in accordance with the PGPA Act and regulations, and relevant agency and departmental policies.

In the 2016–17 year, 30 consultancy contracts were entered into. In addition, two ongoing consultancy contracts were active during 2016–17. The total actual expenditure related to these consultancy contracts was \$1,470,311.33 (GST exclusive).

Information on the value of contracts and consultancies is available on the AusTender website at [www.tenders.gov.au](http://www.tenders.gov.au).

Prior to engaging consultants, the agency takes into account the skills and resources required for the task, the skills available internally, and the cost-effectiveness of engaging external expertise. Legal advice on consultancy arrangements is sought where relevant.

## Grant programmes

Information on grants awarded by the Asbestos Safety and Eradication Agency during the period 1 July 2016 to 30 June 2017 is now available at [asbestossafety.gov.au/about-us](http://asbestossafety.gov.au/about-us).

## Australian National Audit Office access clauses

All of the agency's awarded contracts or Deeds of Standing Offer valued at \$100,000 (GST inclusive) or greater, contain standard clauses granting the Auditor-General access to contractors' premises.

## Exempt contracts

The agency did not enter into any contracts in 2016–17 that have been exempted under the *Freedom of Information Act 1982* (FOI Act) from reporting on AusTender.

## Advertising and market research

In accordance with section 311A of the *Commonwealth Electoral Act 1918*, the agency is required to report on all payments over \$13,000 (GST inclusive) to advertising agencies, market research organisations, polling organisations, media advertising organisations, public relations organisations and direct mail organisations.

The total payment for advertising during the 2016–17 reporting year was \$13,085 (GST inclusive) paid to News Limited to advertise for the 2016 Asbestos Safety Conference in the Adelaide Advertiser.

## Procurement initiatives to support small business

The agency supports small business participation in the Commonwealth Government procurements market. Small enterprise participation statistics are available on the Department of Finance's website ([www.finance.gov.au/procurement/statistics-on-commonwealth-purchasing-contracts](http://www.finance.gov.au/procurement/statistics-on-commonwealth-purchasing-contracts)).

In supporting small business, the agency also uses the following:

- the Commonwealth Contracting Suite for low-risk procurements valued under \$200,000
- Australian Industry Participation Plans in whole-of-government procurement where applicable
- the Small Business Engagement Principles (outlined in the Government's Industry Innovation and Competitiveness Agenda), such as communicating in clear, simple language and presenting information in an accessible format
- electronic systems or other processes used to facilitate on-time payment performance, including the use of payment cards.

The agency also recognises the importance of ensuring that small businesses are paid on time. The results of the survey of Australian Government Payments to Small Business are available on the Treasury's website ([www.treasury.gov.au](http://www.treasury.gov.au)).

## Ecologically sustainable development and environmental performance

The agency has considered and applied the principles of ecological and environmental sustainability to all of its projects and operations during the reporting period.

Projects included adhering to already established departmental policies and specifications regarding sustainability and preference for dissemination of the agency's public reports through electronic media.

The agency accommodation is located in the NSW state office for a number of Australian Government departments and agencies, which enjoys a five-star NABERS rating on energy efficiency, water usage, waste management and indoor environment quality of a building or tenancy and its impact on the environment. More information regarding the NABERS rating system for buildings can be found on their website ([www.nabers.gov.au](http://www.nabers.gov.au)).

## Information publication scheme statement

Agencies subject to the FOI Act are required to publish information to the public as part of the Information Publication Scheme (IPS). This requirement is in Part II of the FOI Act and has replaced the former requirement to publish a section 8 statement in an annual report. Each agency must display on its website a plan showing what information it publishes in accordance with the IPS requirements. The agency's current IPS information can be found at [www.asbestossafety.gov.au/publications](http://www.asbestossafety.gov.au/publications).

## Changes to disability reporting in annual reports

Since 1994, Commonwealth non-corporate entities have reported on their performance as policy adviser, purchaser, employer, regulator and provider under the Commonwealth Disability Strategy. In 2007–08, reporting on the employer role was transferred to the Australian Public Service Commission's State of the Service Report and the APS Statistical Bulletin. These reports are available at [www.apsc.gov.au](http://www.apsc.gov.au). From 2010–11, entities have no longer been required to report on these functions.

The Commonwealth Disability Strategy has been overtaken by the National Disability Strategy 2010–2020, which sets out a 10-year national policy framework to improve the lives of people with disability, promote participation and create a more inclusive society. A high-level two-yearly report will track progress against each of the six outcome areas of the strategy and present a picture of how people with disability are faring. The first of these reports was made available in late 2014 and can be found at [www.dss.gov.au](http://www.dss.gov.au).



Section 7

# Financial statements

> OVERVIEW OF FINANCIAL  
PERFORMANCE

The agency had an overspend of \$107,000 at the end of the 2016–17 financial year which is 2.3 per cent of total appropriation (\$4,603,000) for the reporting year.



## INDEPENDENT AUDITOR'S REPORT

### To the Minister for Employment

#### Opinion

In my opinion, the financial statements of the Asbestos Safety and Eradication Agency for the year ended 30 June 2017:

- (a) comply with Australian Accounting Standards – Reduced Disclosure Requirements and the *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015*; and
- (b) present fairly the financial position of the Asbestos Safety and Eradication Agency as at 30 June 2017 and its financial performance and cash flows for the year then ended.

The financial statements of the Asbestos Safety and Eradication Agency, which I have audited, comprise the following statements as at 30 June 2017 and for the year then ended:

- Statement by the Accountable Authority and Chief Financial Officer;
- Statement of Comprehensive Income;
- Statement of Financial Position;
- Statement of Changes in Equity;
- Cash Flow Statement; and
- Notes to the financial statements, comprising a Summary of Significant Accounting Policies and other explanatory information.

#### Basis for Opinion

I conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Asbestos Safety and Eradication Agency in accordance with the relevant ethical requirements for financial statement audits conducted by the Auditor-General and his delegates. These include the relevant independence requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* to the extent that they are not in conflict with the *Auditor-General Act 1997* (the Code). I have also fulfilled my other responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Accountable Authority's Responsibility for the Financial Statements

As the Accountable Authority of the Asbestos Safety and Eradication Agency, the Chief Executive Officer of the Asbestos Safety and Eradication Agency is responsible under the *Public Governance, Performance and Accountability Act 2013* for the preparation and fair presentation of annual financial statements that comply with Australian Accounting Standards – Reduced Disclosure Requirements and the rules made under that Act. The Chief Executive Officer is also responsible for such internal control as the Chief Executive Officer determines is necessary to enable the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Chief Executive Officer is responsible for assessing the Asbestos Safety and Eradication Agency's ability to continue as a going concern, taking into account whether the entity's operations will cease as a result of an administrative restructure or for any other reason. The Chief Executive Officer is also responsible for disclosing matters related to going concern as applicable and using the going concern basis of accounting unless the assessment indicates that it is not appropriate.

#### Auditor's Responsibilities for the Audit of the Financial Statements

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian National Audit Office Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with the Australian National Audit Office Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control;
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Accountable Authority;
- conclude on the appropriateness of the Accountable Authority's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern; and
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Australian National Audit Office

Peter Kerr

Executive Director

Delegate of the Auditor-General

Canberra

3 October 2017

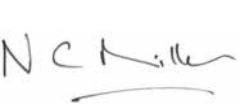
# > FINANCIAL STATEMENTS

## Asbestos Safety and Eradication Agency

### STATEMENT BY THE ACCOUNTABLE AUTHORITY AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2017 comply with subsection 42(2) of the *Public Governance, Performance and Accountability Act 2013 (PGPA Act)*, and are based on properly maintained financial records as per subsection 41(2) of the PGPA Act.

In our opinion, at the date of this statement, there are reasonable grounds to believe that the Asbestos Safety and Eradication Agency will be able to pay its debts as and when they fall due.

Signed 

Nick Miller  
Acting Chief Executive Officer

3 October 2017

Signed 

Shane McArdle  
Acting Chief Financial Officer

3 October 2017

## Asbestos Safety and Eradication Agency

### CONTENTS

#### Certification

#### Primary financial statement

Statement of Comprehensive Income  
Statement of Financial Position  
Statement of Changes in Equity  
Cash Flow Statement

#### Overview

#### Notes to the financial statements:

##### 1. Departmental Financial Performance

1.1 Expenses  
1.2 Own-Source Revenue and gains

##### 2. Departmental Financial Position

2.1 Financial Assets  
2.2 Non-Financial Assets  
2.3 Payables

##### 3. Funding

3.1 Appropriations

##### 4. People and relationships

4.1 Employee Provisions  
4.2 Key Management Personnel Remuneration  
4.3 Related Party Disclosures

##### 5. Managing uncertainties

5.1 Contingent Assets and Liabilities  
5.2 Financial Instruments  
5.3 Fair Value Measurement

## Asbestos Safety and Eradication Agency

### Statement of Comprehensive Income

for the period ended 30 June 2017

	Notes	2017 \$'000	2016 \$'000	Original Budget \$'000
<b>NET COST OF SERVICES</b>				
<b>Expenses</b>				
Employee Benefits	1.1A	1,727	1,482	1,244
Suppliers	1.1B	3,261	2,140	3,359
Grants		-	25	-
Depreciation and amortisation	2.2A	20	1	-
<b>Total expenses</b>		<b>5,008</b>	<b>3,649</b>	<b>4,603</b>
<b>Own-Source Income</b>				
<b>Own-source revenue</b>				
Sale of Goods and Rendering of Services	1.2A	225	240	-
Other Revenue	1.2B	73	73	-
<b>Total own-source revenue</b>		<b>298</b>	<b>313</b>	<b>-</b>
<b>Total own-source income</b>		<b>298</b>	<b>313</b>	<b>-</b>
<b>Net (cost of)/contribution by services</b>		<b>(4,710)</b>	<b>(3,336)</b>	<b>(4,603)</b>
Revenue from Government	1.2C	4,603	3,264	4,603
<b>Surplus/(Deficit) on continuing operations</b>		<b>(107)</b>	<b>(72)</b>	<b>-</b>
<b>Total comprehensive income (loss)</b>		<b>(107)</b>	<b>(72)</b>	<b>-</b>

1. Detail of reclassification adjustments relating to items of other comprehensive income are disclosed in Note 1.3A

The above statement should be read in conjunction with the accompanying notes.

#### Budget Variances Commentary

##### Statement of Comprehensive Income for not-for-profit Reporting Entities

Variances are considered to be 'major' when the difference is greater than 10% or more than \$50,000 or a lesser amount if pertinent to the understanding of the financial statements.

- Employee benefits - the variance reflects the associated salary and on costs of ASL for the year being slightly higher than the budget of 12 ASL, and the cost of backfilling and replacing several employees who left the organisation.
- Suppliers - decreased as a result of the implemented efficiency strategy to reduce costs which included bringing some previous shared service activity to in house activity.
- Depreciation - current year depreciation not included in budget.
- Rendering of services - no isolated current year budget. The amount relates to the annual conference being budgeted for in a net fashion to expenses.
- Other revenue - auditors remuneration not included in budget.

**Asbestos Safety and Eradication Agency**
**Statement of Financial Position**
*as at 30 June 2017*

		2017	2016	Original Budget
	Notes	\$'000	\$'000	\$'000
<b>ASSETS</b>				
<b>Financial assets</b>				
Cash and Cash Equivalents	2.1A	66	128	59
Trade and Other Receivables	2.1B	4,362	4,355	5,739
<b>Total financial assets</b>		<b>4,428</b>	<b>4,483</b>	<b>5,798</b>
<b>Non-financial assets</b>				
Leasehold improvements	2.2A	57	-	59
Plant and equipment	2.2A	76	73	-
Prepayments		52	65	-
<b>Total non-financial assets</b>		<b>185</b>	<b>138</b>	<b>59</b>
<b>Total assets</b>		<b>4,613</b>	<b>4,620</b>	<b>5,857</b>
<b>LIABILITIES</b>				
<b>Payables</b>				
Suppliers	2.3A	593	588	-
Other Payables		40	17	1,652
<b>Total payables</b>		<b>633</b>	<b>605</b>	<b>1,652</b>
<b>Provisions</b>				
Employee Provisions	4.1A	355	342	389
<b>Total provisions</b>		<b>355</b>	<b>342</b>	<b>389</b>
<b>Total liabilities</b>		<b>988</b>	<b>947</b>	<b>2,041</b>
<b>Net assets</b>		<b>3,625</b>	<b>3,673</b>	<b>3,816</b>
<b>EQUITY</b>				
Contributed equity		242	183	242
Retained surplus/(Accumulated deficit)		3,383	3,490	3,574
<b>Total equity</b>		<b>3,625</b>	<b>3,673</b>	<b>3,816</b>

The above statement should be read in conjunction with the accompanying notes.

**Budget Variances Commentary**
**Statement of Financial Position for not-for-profit Reporting Entities**

Variances are considered to be 'major' when the difference is greater than 10% or more than \$50,000 or a lesser amount if pertinent to the understanding of the financial statements.

1. Trade and Other Receivables - The 2016-17 budget estimate was created prior to closing the 2015-16 financial year, and did not take into account the implemented efficiencies and reduction in receivables required to complete ASEA's planned projects. The budget was adjusted down in the 2016-17 MYEFO budget round.
2. Plant and equipment - No budget initially considered for upgrades to plant and equipment. IT upgrade was undertaken as part of the Department of Employment's initiative to move to a more agile environment.
3. Prepayments - Prepayments made to suppliers were not considered in compiling the budget.
4. Payables - Suppliers did not have a separate budget line in the 2016-17 PBS. This was changed in the MYEFO budget round. The amount in the budget above included Supplier and Other payables. The total payables variance was due to completion of projects ahead of schedule and the flow on effect from implementing efficiency strategy to bring some services in house, increasing employee costs and lowering shared services and supplier costs.
5. Employee Provisions - Recognising employees prior year service from other government agencies for staff who have transferred into ASEA, and a net reduction to Employee Provisions due to the change in 10 year bond rates.

**Asbestos Safety and Eradication Agency**
**Statement of Changes in Equity**
*for the period ended 30 June 2017*

	2017	2016	Original Budget
	\$'000	\$'000	\$'000
<b>CONTRIBUTED EQUITY</b>			
<b>Opening balance</b>			
Balance carried forward from previous period	183	183	183
<b>Adjusted opening balance</b>	<b>183</b>	<b>183</b>	<b>183</b>
<b>Transactions with owners</b>			
<b>Contributions by owners</b>			
Departmental capital budget	59	-	59
<b>Total transactions with owners</b>	<b>59</b>	<b>-</b>	<b>59</b>
<b>Closing balance as at 30 June</b>	<b>242</b>	<b>183</b>	<b>242</b>
<b>RETAINED EARNINGS</b>			
<b>Opening balance</b>			
Balance carried forward from previous period	3,490	3,562	3,574
<b>Adjusted opening balance</b>	<b>3,490</b>	<b>3,562</b>	<b>3,574</b>
<b>Comprehensive income</b>			
Surplus/(Deficit) for the period	(107)	(72)	-
<b>Total comprehensive income</b>	<b>(107)</b>	<b>(72)</b>	<b>-</b>
<b>Closing balance as at 30 June</b>	<b>3,383</b>	<b>3,490</b>	<b>3,574</b>
<b>TOTAL EQUITY</b>			
<b>Opening balance</b>			
Balance carried forward from previous period	3,673	3,745	3,757
<b>Adjusted opening balance</b>	<b>3,673</b>	<b>3,745</b>	<b>3,757</b>
<b>Comprehensive income</b>			
Surplus/(Deficit) for the period	(107)	(72)	-
<b>Total comprehensive income</b>	<b>(107)</b>	<b>(72)</b>	<b>-</b>
<b>Transactions with owners</b>			
<b>Contributions by owners</b>			
Departmental capital budget	59	-	59
<b>Total transactions with owners</b>	<b>59</b>	<b>-</b>	<b>59</b>
<b>Closing balance as at 30 June</b>	<b>3,625</b>	<b>3,673</b>	<b>3,816</b>

The above statement should be read in conjunction with the accompanying notes.

**Accounting Policy**Equity Injections

Amounts appropriated which are designated as 'equity injections' for a year (less any formal reductions) and Departmental Capital Budgets (DCBs) are recognised directly in contributed equity in that year.

**Budget Variances Commentary****Statement of Changes in Equity for not-for-profit Reporting Entities**

Variances are considered to be 'major' when the difference is greater than 10% or more than \$50,000 or a lesser amount if pertinent to the understanding of the financial statements.

1. Opening balances carried forward for retained earnings and total equity reflect the budget being prepared before 2015-16 actual results were known.
2. Total comprehensive income (net deficit) - the budget was estimated to be cost neutral for 2016-17 however a loss was incurred. The main component for the deficit resulted from a misunderstanding of shared services charges whereby additional costs of \$60k over our estimation were not advised to ASEA until late June 2017. The remainder of the variance is made up of \$27k for completion of services ahead of schedule, employee costs and provisions, and \$20k relating to depreciation.

**Asbestos Safety and Eradication Agency****Cash Flow Statement**

for the period ended 30 June 2017

	Notes	2017 \$'000	2016 \$'000	Budget \$'000
<b>OPERATING ACTIVITIES</b>				
<b>Cash received</b>				
Appropriations		4,490	4,340	4,584
Sale of goods and rendering of services		242	260	-
Net GST received		207	192	-
Other		12	179	-
<b>Total cash received</b>		<b>4,951</b>	<b>4,972</b>	<b>4,584</b>
<b>Cash used</b>				
Employees		1,662	1,477	1,225
Suppliers		3,351	3,409	3,359
Grants		-	25	-
<b>Total cash used</b>		<b>5,013</b>	<b>4,911</b>	<b>4,584</b>
<b>Net cash from/(used by) operating activities</b>		<b>(62)</b>	<b>61</b>	<b>-</b>
<b>INVESTING ACTIVITIES</b>				
<b>Cash used</b>				
Purchase of property, plant and equipment		80	74	59
<b>Total cash used</b>		<b>80</b>	<b>74</b>	<b>59</b>
<b>Net cash from/(used by) investing activities</b>		<b>(80)</b>	<b>(74)</b>	<b>(59)</b>
<b>FINANCING ACTIVITIES</b>				
<b>Cash received</b>				
Contributed Equity		80	82	59
<b>Total cash received</b>		<b>80</b>	<b>82</b>	<b>59</b>
<b>Net cash from/(used by) financing activities</b>		<b>80</b>	<b>82</b>	<b>59</b>
<b>Net increase/(decrease) in cash held</b>		<b>(62)</b>	<b>68</b>	<b>-</b>
Cash and cash equivalents at the beginning of the reporting period		128	59	59
<b>Cash and cash equivalents at the end of the reporting period</b>	2.1A	<b>66</b>	<b>128</b>	<b>59</b>

The above statement should be read in conjunction with the accompanying notes.

**Budget Variances Commentary****Cash Flow Statement for not-for-profit Reporting Entities**

Cash received - Rendering of services, GST and other not included in budget estimation.

Cash used - increase reflects the costs of having more than the budgeted numbers of employees, the costs for staff leaving and temporary backfilling and replacement.

Overview

Objectives of the Asbestos Safety and Eradication Agency

The Asbestos Safety and Eradication Agency (the Entity) is an Australian Government controlled entity. It is a not-for-profit entity. The objective of the Entity is to provide a national focus on asbestos issues which go beyond workplace safety to encompass environmental and public health issues.

The entity is structured to meet the following outcome:

Outcome 1: To Assist in the prevention of exposure to asbestos fibres and the elimination of asbestos-related disease in Australia through implementing the National Strategic Plan for Asbestos Awareness and Management in Australia.

The Entity is a statutory authority established on 1 July 2013 following the assent of the Asbestos Safety and Eradication Act 2013 and is responsible through its Chief Executive Officer to the Australian Government Minister for Employment.

The continued existence of the Entity in its present form and with its present programmes is dependent on Government policy and on continuing funding by Parliament for the entity’s administration and programmes.

Entity activities contributing toward these outcomes are classified as departmental. Departmental activities involve the use of assets, liabilities, income and expenses controlled or incurred by the entity in its own right.

The Basis of Preparation

The financial statements are general purpose financial statements and are required by section 42 of the *Public Governance, Performance and Accountability Act 2013*.

The financial statements have been prepared in accordance with:

- a) *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015* (FRR) for reporting periods ending on or after 1 July 2015; and
- b) Australian Accounting Standards and Interpretations – Reduced Disclosure Requirements issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost convention, except for certain assets and liabilities at fair value. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars and values are rounded to nearest thousand dollars unless otherwise specified.

New Accounting Standards

All other new/revised/amending standards and/or interpretations that were issued prior to the sign-off date and are applicable to future reporting period(s) are not expected to have a future material impact on the entity’s financial statements.

Taxation

The entity is exempt from all forms of taxation except Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and non-financial assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

Events After the Reporting Period

There have been no events after balance date that have the potential to significantly affect the ongoing structure and financial activities of the agency.

Financial Performance

1.1 Expenses	2017 \$’000	2016 \$’000
--------------	----------------	----------------

<b>1.1A: Employee Benefits</b>		
Wages and salaries	1,316	1,151
Superannuation		
Defined contribution plans	141	132
Defined benefit plans	92	64
Leave and other entitlements	178	135
<b>Total employee benefits</b>	<b>1,727</b>	<b>1,482</b>

<b>Accounting Policy</b>
Accounting policies for employee related expenses is contained in the People and relationships section.

<b>1.1B: Suppliers</b>		
<b>Goods and services supplied or rendered</b>		
Contractors	221	151
Consultants	1,611	578
Conferences	335	286
Travel	230	187
Marketing	123	139
Services Provided Free of Charge	73	73
Shared Services Centre charges	241	461
Other	140	113
<b>Total goods and services supplied or rendered</b>	<b>2,974</b>	<b>1,988</b>

Goods supplied	162	65
Services rendered	2,812	1,923
<b>Total goods and services supplied or rendered</b>	<b>2,974</b>	<b>1,988</b>

<b>Other suppliers</b>		
Operating lease rentals		
Minimum lease payments	272	136
Workers compensation expenses	15	16
<b>Total other suppliers</b>	<b>287</b>	<b>152</b>
<b>Total suppliers</b>	<b>3,261</b>	<b>2,140</b>

Leasing commitments

Asbestos Safety and Eradication Agency in its capacity as lessee of part Level 10, 255 Elizabeth Street, Sydney has entered into a 5 year Sub-lease arrangement ending 31 December 2020 with no option to extend. Lease payments are subject to an increase of 3.75% per annum as per the Memorandum of Understanding (MOU) sub-lease agreement.

<b>Commitments for minimum lease payments in relation to non-cancellable operating leases are payable as follows:</b>		
Within 1 year	254	245
Between 1 to 5 years	678	932
More than 5 years	-	-
<b>Total operating lease commitments</b>	<b>932</b>	<b>1,176</b>

**Accounting Policy**

Where an asset is acquired by means of a finance lease, the asset is capitalised at either the fair value of the lease property or, if lower, the present value of minimum lease payments at the inception of the contract and a liability is recognised at the same time and for the same amount.

The discount rate used is the interest rate implicit in the lease. Leased assets are amortised over the period of the lease. Lease payments are allocated between the principal component and the interest expense.

Operating lease payments are expensed on a straight-line basis which is representative of the pattern of benefits derived from the leased assets.

**Asbestos Safety and Eradication Agency****1.2 Own-Source Revenue and gains**

	2017	2016
	\$'000	\$'000

**Own-Source Revenue****1.2A: Sale of Goods and Rendering of Services**

Rendering of services	225	240
<b>Total sale of goods and rendering of services</b>	<b>225</b>	<b>240</b>

**Accounting Policy**

Revenue from the rendering of services is recognised by:

Reference to the stage of completion of contracts at the reporting date. the revenue is recognised when:

- a) the amount of revenue, stage of completion and transactions costs incurred can be reliably measured; and
- b) the probable economic benefits associated with the transaction will flow to the entity.

The stage of completion of contracts at the reporting date is determined by reference to services performed to date as a percentage of total services to be performed.

Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any impairment allowance account. Collectability of debts is reviewed at end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

**1.2B: Other Revenue**

Resources received free of charge

External audit fee ANAO	73	73
<b>Total other revenue</b>	<b>73</b>	<b>73</b>

**Accounting Policy****Resources Received Free of Charge**

Resources received free of charge are recognised as revenue when, and only when, a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense. Resources received free of charge are recorded as either revenue or gains depending on their nature.

Contributions of assets at no cost of acquisition or for nominal consideration are recognised as gains at their fair value when the asset qualifies for recognition, unless received from another Government entity as a consequence of a restructuring of administrative arrangements.

**1.2C: Revenue from Government**

Appropriations

Departmental appropriations	4,603	3,264
<b>Total revenue from Government</b>	<b>4,603</b>	<b>3,264</b>

**Accounting Policy****Revenue from Government**

Amounts appropriated for departmental appropriations for the year (adjusted for any formal additions and reductions) are recognised as Revenue from Government when the entity gains control of the appropriation, except for certain amounts that relate to activities that are reciprocal in nature, in which case revenue is recognised only when it has been earned. Appropriations receivable are recognised at their nominal amounts.

Funding received or receivable from non-corporate Commonwealth entities (appropriated to the non-corporate Commonwealth entity as a corporate Commonwealth entity payment item for payment to this entity) is recognised as Revenue from Government by the corporate Commonwealth entity unless the funding is in the nature of an equity injection or a loan.

Financial Position

2.1 Financial Assets

	2017	2016
	\$'000	\$'000

2.1A: Cash and Cash Equivalents

Cash on hand or on deposit	66	128
<b>Total cash and cash equivalents</b>	<b>66</b>	<b>128</b>

<b>Accounting Policy</b>
Cash is recognised at its nominal amount. Cash and cash equivalents includes:
a) cash on hand; and
b) demand deposits in bank accounts with an original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value.

2.1B: Trade and Other Receivables

<b>Goods and services receivables</b>		
Goods and services	16	112
<b>Total goods and services receivables</b>	<b>16</b>	<b>112</b>

<b>Appropriations receivables</b>		
Appropriation receivable	4,283	4,191
<b>Total appropriations receivables</b>	<b>4,283</b>	<b>4,191</b>

<b>Other receivables</b>		
GST receivable from the Australian Taxation Office	63	52
<b>Total other receivables</b>	<b>63</b>	<b>52</b>
<b>Total trade and other receivables (gross)</b>	<b>4,362</b>	<b>4,355</b>

<b>Total trade and other receivables (net)</b>	<b>4,362</b>	<b>4,355</b>
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Credit terms for goods and services were within 30 days (2016: 30 days).

<b>Accounting Policy</b>
<u>Loans and Receivables</u>
Trade receivables, loans and other receivables that have fixed or determinable payments and that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method less impairment.
<u>Appropriation Receivables</u>
Appropriations receivable are undrawn appropriations controlled by the Agency but held in the Official Public Account under the Governments's just in time drawdown arrangements.

2.2 Non-Financial Assets

2.2A: Reconciliation of the Opening and Closing Balances of Leasehold improvements and Plant and equipment

	Leasehold improvements \$'000	Plant and equipment \$'000	Total \$'000
<b>As at 1 July 2016</b>			
Gross book value	74	-	74
Accumulated depreciation, amortisation and impairment	(1)	-	(1)
<b>Total as at 1 July 2016</b>	<b>73</b>	<b>-</b>	<b>73</b>
Additions			
Purchase	-	80	80
Depreciation and amortisation	(16)	(4)	(20)
<b>Total as at 30 June 2017</b>	<b>57</b>	<b>76</b>	<b>133</b>

<b>Total as at 30 June 2017 represented by</b>			
Gross book value	74	80	154
Accumulated depreciation, amortisation and impairment	(17)	(4)	(21)
<b>Total as at 30 June 2017</b>	<b>57</b>	<b>76</b>	<b>133</b>

Leasehold improvements for 2017 is \$0 (2016: \$74,345). The total leasehold improvements for 2016 refers to the fit out of the conference room.

There were no indicators of impairment found for property, plant and equipment.

Property, plant and equipment are not expected to be sold or disposed of within the next 12 months.

<b>Accounting Policy</b> Assets are recorded at cost on acquisition except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken. Financial assets are initially measured at their fair value plus transaction costs where appropriate.  Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and income at their fair value at the date of acquisition, unless acquired as a consequence of restructuring of administrative arrangements. In the latter case, assets are initially recognised as contributions by owners at the amounts at which they were recognised in the transferor's accounts immediately prior to the restructuring.  <u>Asset Recognition Threshold</u> Purchases of property, plant and equipment are initially recognised at cost in the statement of financial position, except for purchases costing less than \$2,000, which are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total).  <u>Revaluations</u> Following initial recognition at cost, property, plant and equipment are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Valuations are conducted with sufficient frequency to ensure that the carrying amounts of assets did not differ materially from the assets' fair values as at the reporting date. The regularity of independent valuations depended upon the volatility of movements in market values for the relevant assets.  Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reversed a previous revaluation decrement of the same asset class that was previously recognised in the surplus/deficit. Revaluation decrements for a class of assets are recognised directly in the surplus/deficit except to the extent that they reverse a previous revaluation increment for that class. Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset restated to the revalued amount.  <u>Depreciation</u> Depreciable property, plant and equipment assets are written-off to their estimated residual values over their estimated useful lives to the entity using, in all cases, the straight-line method of depreciation.  Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.  Depreciation rates applying to each class of depreciable asset are based on the following useful lives: <table><tr><th>Class</th><th>2017</th><th>2016</th></tr><tr><td>Leasehold Improvements:</td><td>Lesser of 4 years or the lease term.</td><td>Lesser of 4 years or the lease term.</td></tr><tr><td>Plant and Equipment:</td><td>4 to 5 years</td><td>-</td></tr></table> <u>Impairment</u> All assets were assessed for impairment at 30 June 2017. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.  The recoverable amount of an asset is the higher of its fair value less costs of disposal and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows, and the asset would be replaced if the entity were deprived of the asset, its value in use is taken to be its depreciated replacement cost.  <u>Derecognition</u> An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal.			Class	2017	2016	Leasehold Improvements:	Lesser of 4 years or the lease term.	Lesser of 4 years or the lease term.	Plant and Equipment:	4 to 5 years	-
Class	2017	2016									
Leasehold Improvements:	Lesser of 4 years or the lease term.	Lesser of 4 years or the lease term.									
Plant and Equipment:	4 to 5 years	-									

2.3 Payables		
	2017	2016
	\$'000	\$'000
<b>2.3A: Suppliers</b>		
Trade creditors and accruals	593	588
<b>Total suppliers</b>	<b>593</b>	<b>588</b>

Settlement terms for suppliers is usually within 30 days

Funding

3.1 Appropriations

3.1A: Annual Appropriations ('Recoverable GST exclusive')

Annual Appropriations for 2017					
	Annual Appropriation \$'000	Adjustments to appropriation \$'000	Total appropriation \$'000	Appropriation applied in 2017 (current and prior years) \$'000	Variance <sup>1</sup> \$'000
Departmental					
Ordinary annual services	4,603	-	4,603	4,772	(169)
Capital Budget <sup>2</sup>	59	-	59	17	42
Other services					
Equity Injections <sup>3</sup>	-	-	-	63	(63)
Loans	-	-	-	-	-
Total departmental	4,662	-	4,662	4,852	(190)

1. The variance in the Departmental ordinary annual services relates to the settlement of 2015-16 supplier payables in the current financial year.
2. Departmental Capital Budgets are appropriated through Appropriation Acts (No.1) and Supply Act (No.1). They form part of ordinary annual services, and are not separately identified in the Appropriation Acts.
3. Equity injections are appropriated through Appropriation Act (No. 4) 2013-14 and does not have a sunseting clause.

Annual Appropriations for 2016					
	Annual Appropriation <sup>1</sup> \$'000	Adjustments to appropriation \$'000	Total appropriation \$'000	Appropriation applied in 2016 (current and prior years) \$'000	Variance <sup>2</sup> \$'000
Departmental					
Ordinary annual services	3,264	416	3,680	4,699	(1,019)
Other services					
Equity Injections	-	-	-	74	(74)
Total departmental	3,264	416	3,680	4,773	(1,093)

1. An amount of \$118 was quarantined by the Minister for Finance pertaining to whole of government savings associated with administration fees for the PSSap superannuation scheme now being funded by the employees.
2. Variance is due to the settlement of 2014-15 supplier payables in the current year.

3.1B: Unspent Annual Appropriations ('Recoverable GST exclusive')

	2017 \$'000	2016 \$'000
Departmental		
Appropriation Act (No. 4) 2013-14 - Non Operating - Equity Injection	38	101
Appropriation Act (No. 1) 2014-15	-	954
Appropriation Act (No. 1) 2015-16	-	3,264
Supply Act 1 2016-17 - Capital Budget (DCB) - Non Operating	7	-
Appropriation Act (No. 1) 2016-17 - Capital Budget (DCB) - Non Operating	35	-
Appropriation Act (No. 1) 2016-17	3,518	-
Supply Act 1 2016-17 <sup>1</sup>	751	-
Total departmental	4,349	4,319

1. This amount includes cash at bank which is appropriation drawn down but unspent as at 30 June 2017.

People and relationships

	2017 \$'000	2016 \$'000
4.1 Employee Provisions		

4.1A: Employee Provisions

Leave	355	342
Total employee provisions	355	342

Accounting policy

Liabilities for ‘short-term employee benefits and termination benefits expected within twelve months of the end of reporting period are measured at their nominal amounts.

Leave

The liability for employee benefits includes provision for annual leave and long service leave. No provision has been made for sick leave as all sick leave in non-vesting and the average sick leave taken in future years by employees of the entity is estimated to be less than the annual entitlement for sick leave. The leave liabilities are calculated on the basis of employees’ remuneration at the estimated salary rates that will be applied at the time the leave is taken, including the entity’s employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination. The liability for long service leave has been determined by reference to the shorthand method as prescribed by the Department of Finance. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and inflation.

Superannuation

Under the Superannuation Legislation Amendment (Choice of Funds) Act 2004, staff of the agency are able to become a member of any complying superannuation fund. A complying superannuation fund is one that meets the requirements under the Income Tax Assessment Act (1997) and the Superannuation Industry (Supervision) Act 1993. Staff are members of a scheme of their choice, the Public Sector Superannuation Scheme (PSS), or the PSS accumulation plan (PSSap), or other superannuation funds held outside the Australian Government. The PSS is a defined benefit schemes for the Australian Government. The PSSap is a defined contribution scheme. The liability for defined benefits is recognised in the financial statements of the Australian Government and is settled by the Australian Government in due course. This liability is reported in the Department of Finance’s administered schedules and notes. The entity makes employer contributions to the employees' superannuation scheme at rates determined by an actuary to be sufficient to meet the current cost to the Government. The entity accounts for the contributions as if they were contributions to defined contribution plans. The liability for superannuation recognised as at 30 June represents outstanding contributions for the final day of the year.

Asbestos Safety and Eradication Agency

4.2 Key Management Personnel Remuneration

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity. The entity has determined the key management personnel to be the Chief Executive. Key management personnel remuneration is reported in the table below:

	2017	2016
	\$'000	\$'000
Short-term employee benefits	255	218
Post-employment benefits	32	34
Other long-term employee benefits	21	21
Termination benefits	-	-
<b>Total key management personnel remuneration expenses<sup>1</sup></b>	<b>308</b>	<b>273</b>

The total number of key management personnel that are included in the above table is 1 individual (2016: 1).

1. The above key management personnel remuneration excludes the remuneration and other benefits of the Portfolio Minister. The Portfolio Minister's remuneration and other benefits are set by the Remuneration Tribunal and are not paid by the entity.

Asbestos Safety and Eradication Agency

4.3 Related Party Disclosures

Related party relationships:

The entity is an Australian Government controlled entity. Related parties to this entity are Key Management Personnel including the Portfolio Minister.

Transactions with related parties:

Significant transactions with related parties can include:

- the payments of grants or loans;
- purchases of goods and services;
- asset purchases, sales transfers or leases;
- debts forgiven; and
- guarantees.

Giving consideration to relationships with related entities, and transactions entered into during the reporting period by the entity, it has been determined that there are no related party transactions to be separately disclosed.

Managing uncertainties

5.1 Contingent Assets and Liabilities

The Agency does not have any contingent liabilities or contingent assets as at 30 June 2017. Therefore no schedule is required.

**Accounting Policy**

Contingent liabilities and contingent assets are not recognised in the statement of financial position but are reported in the notes. They may arise from uncertainty as to the existence of a liability or asset or represent an asset or liability in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain and contingent liabilities are disclosed when settlement is greater than remote.

5.2 Financial Instruments

	2017	2016
	\$'000	\$'000
<b>5.2A: Categories of Financial Instruments</b>		
<b>Financial Assets</b>		
<b>Loans and receivables</b>		
Cash and cash equivalents	66	128
Trade and other receivables	16	112
<b>Total loans and receivables</b>	<b>82</b>	<b>240</b>
<b>Total financial assets</b>	<b>82</b>	<b>240</b>
<b>Financial Liabilities</b>		
<b>Financial liabilities measured at amortised cost</b>		
Trade creditors and accruals	593	588
<b>Total financial liabilities measured at amortised cost</b>	<b>593</b>	<b>588</b>
<b>Total financial liabilities</b>	<b>593</b>	<b>588</b>

Accounting Policy

Financial assets

The entity classifies its financial assets in the following categories:  
a) loans and receivables.

The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition. Financial assets are recognised and derecognised upon trade date.

Effective Interest Method

Income is recognised on an effective interest rate basis except for financial assets that are recognised at fair value through profit or loss.

Financial Assets at Fair Value Through Profit or Loss

Financial assets are classified as financial assets at fair value through profit or loss where the financial assets:  
a) have been acquired principally for the purpose of selling in the near future;  
b) are derivatives that are not designated and effective as a hedging instrument; or  
c) are parts of an identified portfolio of financial instruments that the entity manages together and has a recent actual pattern of short-term profit-taking.

Assets in this category are classified as current assets.

Financial assets at fair value through profit or loss are stated at fair value, with any resultant gain or loss recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any interest earned on the financial asset.

Impairment of Financial Assets

Financial assets are assessed for impairment at the end of each reporting period.

Financial assets held at amortised cost - if there is objective evidence that an impairment loss has been incurred for loans and receivables or held to maturity investments held at amortised cost, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the asset's original effective interest rate. The carrying amount is reduced by way of an allowance account. The loss is recognised in the Statement of Comprehensive Income.

Financial assets held at cost - if there is objective evidence that an impairment loss has been incurred, the amount of the impairment loss is the difference between the carrying amount of the asset and the present value of the estimated future cash flows discounted at the current market rate for similar assets.

Financial liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities. Financial liabilities are recognised and derecognised upon 'trade date'.

Financial Liabilities at Fair Value Through Profit or Loss

Financial liabilities at fair value through profit or loss are initially measured at fair value. Subsequent fair value adjustments are recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any interest paid on the financial liability.

Other Financial Liabilities

Other financial liabilities, including borrowings, are initially measured at fair value, net of transaction costs. These liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective interest basis.

Supplier and other payables are recognised at amortised cost. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced).

Asbestos Safety and Eradication Agency

5.3 Fair Value Measurement

The following tables provide an analysis of assets and liabilities that are measured at fair value. The remaining assets and liabilities disclosed in the statement of financial position do not apply the fair value hierarchy.

	2017	2016
	\$'000	\$'000
<b>5.3A: Fair Value Measurement</b>		
<b>Non-financial assets</b>		
Leasehold improvements	57	-
Plant and equipment	76	73
<b>Total Non-financial assets</b>	<b>133</b>	<b>73</b>

Assets were only purchased in the last 14 months therefore the measurement being depreciated replacement cost was used to represent fair value.



Section 8

# Appendices

## ➤ AGENCY ENGAGEMENTS AND CONSULTATIONS

Date of event	Location	Organisation	Type
July 2016			
7 July 2016	Sydney	Health Canada – Asbestos ban in Canada	Teleconference
8 July 2016	Tweed Heads	Asbestosis and Mesothelioma Association of Australia	Meeting
15 July 2016	Sydney	Heads of Workplace Safety Authorities Imported Materials containing Asbestos Working Group	Teleconference
18 July 2016	Sydney	Building, Construction and Demolition Sectors Committee	Meeting
19 July 2016	Sydney	Department of Employment	Meeting
20 July 2016	Sydney	EY Sweeney – briefing on results of 2016 National Survey	Meeting
26 July 2016	Sydney	Asbestos Safety and Eradication Council	Meeting
August 2016			
5 Aug 16	Sydney	Heads of Workplace Safety Authorities Imported Materials containing Asbestos Working Group	Teleconference
9 Aug 16	Sydney	Research Advisory Committee	Meeting
16 Aug 16	Sydney	Union Aid Abroad – APHEDA, projects update	Meeting
18 Aug 16	Sydney	Steering Committee – Project to strengthen asbestos-related training materials in the utilities sector	Meeting/ Teleconference
19 Aug 16	Sydney	WorkSafe New Zealand	Teleconference
23 Aug 16	Canberra	Department of Immigration and Border Protection	Meeting
26 Aug 16	Adelaide	South Australian Asbestos Coalition	Meeting
26 Aug 16	Adelaide	SafeWork South Australia	Meeting
29 Aug 16	Sydney	Steering Committee – Project to strengthen asbestos-related training materials in the utilities sector	Meeting/ Teleconference
September 2016			
7 Sep 16	Sydney	Safety in Action Conference – Asbestos Safety in an Disaster	Presentation
14 Sep 16	Sydney	Brian Miller Construction Safety Forum	Presentation
18/20 Sep 16	Alice Springs	Public Health Association of Australia – Annual Conference and Chronic Disease Conference	Conference
22 Sep 16	Sydney	NSW Independent Commission Against Corruption – Illegal asbestos dumping	Meeting
27 Sep 16	Sydney	Centre for Social Impact, Swinburne University of Technology	Meeting
30 Sep 16	Sydney	Heads of Workplace Safety Authorities Imported Materials containing Asbestos Working Group	Teleconference

Date of event	Location	Organisation	Type
<b>October 2016</b>			
6–8 Oct 2016	Melbourne	Customs Brokers and Forwarders Council of Australia	Conference
6–8 Oct 2016	Adelaide	Housing Industry Association Home Show	Exhibition
11 Oct 2016	Sydney	Building, Construction and Demolition Sectors Committee	Meeting
19 Oct 2016	Canberra	Education and Employment Legislation Committee - Senate Estimates	Hearing
21 Oct 2016	Sydney	South East Asian Ban Asbestos Network – pre-conference briefing and Rotterdam Convention	Teleconference
24 Oct 2016	Sydney	Asbestos Policy and Regulation Interdepartmental Committee	Teleconference
25 Oct 2016	Sydney	Asbestos Safety and Eradication Council	Meeting
27 Oct 2016	Adelaide	Safe Work Month (Illegal importation of asbestos – what can be done?)	Address
<b>November 2016</b>			
1–/5 Nov 2016	Jakarta, Indonesia	South East Asian Ban Asbestos Network – presentation and attendance	Meeting
8 Nov 2016	Gold Coast	E-Oz and Skills Oz conference	Presentation
9 Nov 2016	Sydney	NSW Heads of Asbestos Coordination Authorities review	Teleconference
9 Nov 2016	Sydney	SafeWork NSW	Meeting
10 Nov 2016	Sydney	National Electrical and Communications Association Workplace Health and Safety Seminar	Presentation
13–15 Nov 2016	Adelaide	3rd International Conference on Asbestos Awareness and Management	Conference
17 Nov 2016	Sydney	Delegation from Royal Government of Cambodia	Meeting
18 Nov 2016	Sydney	Heads of Workplace Safety Authorities Imported Materials containing Asbestos Working Group	Teleconference
21 Nov 2016	Sydney	NSW Heads of Asbestos Coordination Authorities state-wide consultation	Teleconference
21 Nov 2016	Sydney	Bernie Banton Day – Asbestos Awareness Week memorial	Function
25 Nov 2016	Sydney	Asbestos Disease Foundation of Australia – Asbestos Awareness Week memorial	Function
31 Nov 2016	Sydney	WorkSafe Tasmania – awareness of asbestos in residential sector	Meeting
<b>December 2016</b>			
1 Dec 2016	Canberra	Parliamentary Group on Asbestos-Related Disease	Presentation
5–6 Dec 2016	Gold Coast	Australian Institute of Occupational Hygienists conference	Conference
09 Dec 2016	Sydney	WorkSafe New Zealand	Teleconference
13 Dec 2016	Sydney	Interdepartmental Meeting – Rotterdam Convention (lead by Department of Environment)	Teleconference
15 Dec 2016	Sydney	Asbestos Policy and Regulation Interdepartmental Committee	Teleconference
16 Dec 2016	Sydney	Secretariat of the Pacific Regional Environment Programme – Asbestos in the South Pacific	Meeting
20 Dec 2016	Sydney	Victorian School Building Authority – School asbestos removal program	Teleconference

Date of event	Location	Organisation	Type
<b>January 2017</b>			
6 Jan 2017	Sydney	Heads of Workplace Safety Authorities Imported Products Containing Asbestos Working Group	Teleconference
18 Jan 2017	Sydney	NSW Government regarding international leadership (Indonesia)	Meeting
19 Jan 2017	Sydney	National Asbestos Awareness Campaign – planning	Meeting
25 Jan 2017	Adelaide	South Australian Asbestos Coalition	Meeting
30 Jan 2017	Sydney	Heads of Workplace Safety Authorities Imported Products Containing Asbestos Working Group	Teleconference
<b>February 2017</b>			
2 Feb 2017	Sydney	Global Asbestos Action Alliance – Rotterdam Convention Conference of the Parties planning	Videoconference
2 Feb 2017	Sydney	Heads of Workplace Safety Authorities Imported Products Containing Asbestos Working Group	Teleconference
7 Feb 2017	Canberra	Senator Lisa Singh - Parliamentary Group on Asbestos-Related Disease	Meeting
13 Feb 2017	Sydney	South East Asian Ban Asbestos Network – planning for Rotterdam Convention Conference of the Parties	Teleconference
15 Feb 2017	Sydney	Asbestos Support Group Network Sub-Group – National Asbestos Awareness Week planning	Teleconference
21 Feb 2017	Sydney	Building, Construction and Demolition Sectors Committee	Meeting
23 Feb 2017	Sydney	Asbestos Safety and Eradication Council	Meeting
24 Feb 2017	Adelaide	South Australian Asbestos Coalition	meeting
<b>March 2017</b>			
2 March 2017	Canberra	Education and Employment Legislation Committee – Senate Estimates	Hearing
6 March 2017	Sydney	Professor Ken Takahashi – Director, Asbestos Disease Research Institute	Meeting
6 March 2017	Sydney	Union Aid Abroad - APHEDA	Meeting
9 March 2017	Sydney	Asbestos Policy and Regulation Interdepartmental Committee	Teleconference
14 March 2017	Sydney	Construction and Engineering breakfast – Asbestos (and other non-conformities) in new building products	Seminar
14 March 2017	Sydney	Rotterdam Convention Conference of the Parties stakeholders meeting	Videoconference
14 March 2017	Sydney	Asbestos Support Group Network	Teleconference
17 March 2017	Sydney	Rotterdam Convention Conference of the Parties stakeholders meeting	Videoconference
21 March 2017	Sydney	Asbestos Disease Research Institute – events and Patient Education Day	Meeting
28 March 2017	Sydney	Rotterdam Convention Conference of the Parties stakeholders meeting	Videoconference
29 March 2017	Sydney	Technical Research Advisory Committee	Meeting

# > NATIONAL ASBESTOS EXPOSURE REGISTER

## Statistics for 1 July 2016 to 30 June 2017

**Table A1:** Monthly responses by jurisdiction of current residence

	Jurisdiction								
Month	ACT	NSW	NT	Qld	SA	Tas	Vic	WA	TOTAL
2016	26	291	24	146	62	57	74	276	956
July	4	108	7	21	6	6	16	103	271
August	10	70	5	30	11	26	10	31	193
September	2	26	2	19	15	9	11	17	101
October		24	5	24	7	3	16	24	103
November	7	50	1	24	11	4	14	35	146
December	3	13	4	28	12	9	7	66	142
2017	60	187	37	133	60	35	87	215	814
January	2	35	1	27	10	2	16	121	214
February	16	25	7	37	5	3	12	32	137
March	4	47	11	25	15	2	16	9	129
April	6	14	5	19	7	2	13	18	84
May	18	38	9	18	5	12	18	13	131
June	14	28	4	7	18	14	12	22	119
<b>TOTAL</b>	<b>86</b>	<b>478</b>	<b>61</b>	<b>279</b>	<b>122</b>	<b>92</b>	<b>161</b>	<b>491</b>	<b>1770</b>
	4.86%	27.01%	3.45%	15.76%	6.89%	5.20%	9.10%	27.74%	
Population (2016 Census)	406,400	7,797,800	245,000	4,833,700	1,717,000	519,100	6,244,200	2,567,800	
Proportion of population	1.67%	32.05%	1.01%	19.87%	7.06%	2.13%	25.66%	10.55%	

Date of event	Location	Organisation	Type
<b>April 2017</b>			
4–5 April 2017	Melbourne	15th World Congress on Public Health	Presentation
19 April 2017	Sydney	Lesley Onyon, World Health Organisation	Meeting
20 April 2017	Sydney	Rotterdam Convention Conference of the Parties stakeholders meeting	Videoconference
26 April 2017	Sydney	Occupational Hygienists – research project proposal	Meeting
<b>May 2017</b>			
2 May 2017	Woodend, Victoria	Celebration of Life for Louise (Lou) Williams	Ceremony
9 May 2017	Sydney	Centre for International Economics	Videoconference
10 May 2017	Sydney	Rotterdam Convention Conference of the Parties stakeholders meeting	Videoconference
16 May 2017	Sydney	Asbestos Audits, Removals and Management Services	Meeting
17 May 2017	Melbourne	Australasian Land and Groundwater Association	Conference
24 May 2017	Sydney	Rotterdam Convention Conference of the Parties stakeholders meeting	Videoconference
30 May 2017	Canberra	Education and Employment Legislation Committee – Senate Estimates	Hearing
31 May 2017	Canberra	Department of Employment Portfolio Agency Heads	Meeting
<b>June 2017</b>			
7 June 2017	Sydney	Asbestos Support Group Network	Teleconference
9 June 2017	Sydney	Australian Capital Territory Asbestos Taskforce	Teleconference
14 June 2017	Canberra	Raising Awareness about the risk of imported products containing asbestos	Seminar
20 June 2017	Sydney	Building, Construction and Demolition Sectors Committee	Meeting
21 June 2017	Canberra	Asbestos Safety and Eradication Council	Meeting
21 June 2017	Canberra	Parliamentary Group on Asbestos Related Disease	Luncheon
22 June 2017	Canberra	Department of the Environment – Rotterdam Convention, 2017 Convention of the Parties	Meeting
28 June 2016	Sydney	Asbestos Policy and Regulation Interdepartmental Committee	Teleconference

Table A2: Gender breakdown by jurisdiction of exposure

Age range of registrant	Jurisdiction of exposure								TOTAL	% Gender
	ACT	NSW	NT	Qld	SA	Tas	Vic	WA		
Female	15	84	20	54	19	15	26	174	407	22.99%
Male	71	394	41	225	103	77	135	316	1362	76.95%
Not specified								1	1	
TOTAL	86	478	61	279	122	92	161	491	1770	
Female	17.44%	17.57%	32.79%	19.35%	15.57%	16.30%	16.15%	35.44%	22.99%	
Male	82.56%	82.43%	67.21%	80.65%	84.43%	83.70%	83.85%	64.36%	76.95%	
Not specified	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.20%	0.06%	

Table A5: Occupational to non-occupational exposure by age range

AGE RANGE	EXPOSURE TYPE		Total	EXPOSURE TYPE	
	Not workplace	Workplace		Outside workplace	Workplace
<20	101	28	129	78.29%	21.71%
20–29	48	285	333	14.41%	85.59%
30–39	92	307	399	23.06%	76.94%
40–49	109	232	341	31.96%	68.04%
50–59	95	227	322	29.50%	70.50%
60+	90	156	246	36.59%	63.41%
TOTAL	535	1235	1770	30.23%	69.77%

Table A3: Occupational to non-occupational exposure by gender

Gender	Exposure type		TOTAL	Exposure type		TOTAL
	Outside workplace	Workplace		Outside workplace	Workplace	
Female	266	141	407	65.36%	34.64%	100.00%
Male	268	1094	1362	19.68%	80.32%	100.00%
Not specified	1	-	1	100.00%	0.00%	100.00%
TOTAL	535	1235	1770	30.19%	69.81%	100.00%

Table A6: Location of exposure

Location of exposure	Count	% OF TOTAL
Environmental/domestic	88	4.97%
Other	61	3.45%
Residential	285	16.10%
School/educational	101	5.71%
Work	1235	69.77%
TOTAL	1770	100.00%

Table A7: Exposure by job category

Job category	TOTAL	% TOTAL
Asbestos removal/disposal	16	1.52%
Boilermaker	24	2.28%
Building/construction	213	20.25%
Electrician	177	16.83%
Fitter and machinist	46	4.37%
Mining/resources occupations	74	7.03%
Other	452	42.97%
Plumber	50	4.75%
TOTAL	1052	100.00%

Figure A4: Age range by gender at first exposure

Age range - 1st exposure	Gender			TOTAL	% of age group			% of Total	% FEMALE TOTAL	% MALE TOTAL
	Female	Male	Not specified		Female	Male	Not specified			
<20	79	270		349	22.64%	77.36%	0.00%	19.72%	19.41%	19.82%
20-29	80	428		508	15.75%	84.25%	0.00%	28.70%	19.66%	31.42%
30-39	96	316		412	23.30%	76.70%	0.00%	23.28%	23.59%	23.20%
40-49	82	185		267	30.71%	69.29%	0.00%	15.08%	20.15%	13.58%
50-59	47	123		170	27.65%	72.35%	0.00%	9.60%	11.55%	9.03%
60+	23	40	1	64	35.94%	62.50%	1.56%	3.62%	5.65%	2.94%
TOTAL	407	1362	1	1770	22.99%	76.95%				

Table A8: Loose-fill asbestos exposure by jurisdiction of residence at time of exposure

Jurisdiction	Loose-fill exposure type						TOTAL
	Owner – no work done on house	Owner having done DIY on house	Owner having had work done on house	Tenant	Tradesperson worker	Visitor to residence of family friends	
ACT	5	9	5	5	1	1	26
NSW	25	19	30	11	1		86
NT				2			2
Qld	5	14	5	14	3		41
SA				2	2		4
Tas		1					1
Vic	1	2	4	7	3		17
WA	1	2		13	2	4	22
TOTAL	37	47	44	54	12	5	199

Table A9: Frequency of exposure

Frequency	Location of exposure					TOTAL
	Environmental/ domestic	Other	Residential	School/ educational	Work	
> 5 years	10	6	93	34	279	422
>2 years to 5 years	1	8	35	13	111	168
>6 months to 2 years	2	4	41	13	198	258
0–6 months	48	27	83	21	345	524
Once only	27	16	33	20	302	398
TOTAL	88	61	285	101	1235	1770

Frequency by exposure location

Frequency	Environmental/ domestic	Other	Residential	School/ educational	Work	TOTAL
> 5 years	11.36%	9.84%	32.63%	33.66%	22.59%	23.84%
>2 years to 5 years	1.14%	13.11%	12.28%	12.87%	8.99%	9.49%
>6 months to 2 years	2.27%	6.56%	14.39%	12.87%	16.03%	14.58%
0–6 months	54.55%	44.26%	29.12%	20.79%	27.94%	29.60%
Once only	30.68%	26.23%	11.58%	19.80%	24.45%	22.49%
% OF TOTAL EXPOSURE TYPES	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Frequency as % of location

Frequency	Environmental/ domestic	Other	Residential	School/ educational	Work	TOTAL
> 5 years	2.37%	1.42%	22.04%	8.06%	66.11%	23.84%
>2 years to 5 years	0.60%	4.76%	20.83%	7.74%	66.07%	9.49%
>6 months to 2 years	0.78%	1.55%	15.89%	5.04%	76.74%	14.58%
0–6 months	9.16%	5.15%	15.84%	4.01%	65.84%	29.60%
Once only	6.78%	4.02%	8.29%	5.03%	75.88%	22.49%
% OF TOTAL EXPOSURE TYPES	4.97%	3.45%	16.10%	5.71%	69.77%	100.00%

Table A10: Means of finding out about NAER

Means of finding out about register	Jurisdiction								TOTAL	% TOTAL
	ACT	NSW	NT	Qld	SA	Tas	Vic	WA		
ASEA Website	1	21	1	8	1	1	2	10	45	2.54%
Employer	24	159	14	99	38	47	27	140	548	30.96%
Friends/Family	16	75	3	50	22	4	32	117	319	18.02%
Internet Search	7	49	10	23	17	11	28	35	180	10.17%
Local Council		8		4		1	3	13	29	1.64%
Medical Practitioner		13	4	6	3	3	5	7	41	2.32%
Newspaper/ Television Report		22		7	2	1	2	13	47	2.66%
Other	11	81	11	61	39	16	34	74	327	18.47%
Pamphlet/Leaflet		14		2	2		1	2	21	1.19%
State/Territory Regulator	3	14	5	5	2	7		1	37	2.09%
Training Course	2	6	1	2	2		3	1	17	0.96%
Union		29	4	34	4	3	30	55	159	8.98%
TOTAL	64	491	53	301	132	94	167	468	1770	100.00%

Table A11: Proportion of workplace to non-workplace disease diagnoses

Disease type	Workplace	Outside workplace	TOTAL
Asbestosis	9	1	10
Cancer	1		1
Mesothelioma	2	2	4
Pleural plaques	24	5	29
GRAND TOTAL	36	8	44
	81.82%	18.18%	

# ANNUAL REPORT LIST OF REQUIREMENTS

Section	Description	Requirement	Page
	Letter of transmittal	Mandatory	VI
	Table of contents	Mandatory	VII-VIII
8	Index	Mandatory	111-113
8	Glossary	Mandatory	110
	Contact officer(s)	Mandatory	V
	Internet home page address and Internet address for report	Mandatory	V
Review by Chief Executive Officer			
1	Review by Chief Executive Officer	Mandatory	12
1	Summary of significant issues and developments	Suggested	17-18
7	Overview of agency's performance and financial results	Suggested	70
3	Outlook for following year	Suggested	37
–	Significant issues and developments – portfolio	Portfolio departments – suggested	N/A
Agency overview			
1	Role and functions	Mandatory	13
1	Organisational structure	Mandatory	13
3	Outcome and programme structure	Mandatory	34
3	Where outcome and programme structures differ from PB Statements/PAES or other portfolio statements accompanying any other additional appropriation bills (other portfolio statements), details of variation and reasons for change	Mandatory	34
	Portfolio structure	Portfolio departments - mandatory	N/A
Report on performance			
3	Review of performance during the year in relation to programmes and contribution to outcomes	Mandatory	34-36
3	Actual performance in relation to deliverables and KPIs set out in PB Statements/PAES or other portfolio statements	Mandatory	34-36
	Where performance targets differ from the PBS/PAES,	Mandatory	N/A
	details of both former and new targets, and reasons for the change	Mandatory	N/A
3	Narrative discussion and analysis of performance	Mandatory	36
3	Trend information	Mandatory	40
	Significant changes in nature of principal functions/services	Suggested	N/A
	Performance of purchaser/provider arrangements	If applicable, suggested	N/A
3	Factors, events or trends influencing departmental performance	Suggested	40

Section	Description	Requirement	Page
	Contribution of risk management in achieving objectives	Suggested	N/A
	Performance against service charter customer service standards, complaints data, and the department's response to complaints	If applicable, mandatory	N/A
7	Discussion and analysis of the department's financial performance	Mandatory	70
7	Discussion of any significant changes in financial results from the prior year, from budget or anticipated to have a significant impact on future operations	Mandatory	77
	Agency resource statement and summary resource tables by outcomes	Mandatory	N/A
Management and accountability			
➤ Corporate governance			
	Agency heads are required to certify that their agency complies with the Commonwealth Fraud Control Guidelines	Mandatory	VI
6	Statement of the main corporate governance practices in place	Mandatory	60
1	Names of the senior executive and their responsibilities	Suggested	14
	Senior management committees and their roles	Suggested	N/A
1	Corporate and operational plans and associated performance reporting and review	Suggested	15
6	Internal audit arrangements including approach adopted to identifying areas of significant financial or operational risk and arrangements to manage those risks	Suggested	60
6	Policy and practices on the establishment and maintenance of appropriate ethical standards	Suggested	62
	How nature and amount of remuneration for SES officers is determined	Suggested	N/A
➤ External scrutiny			
6	Significant developments in external scrutiny	Mandatory	60
6	Judicial decisions and decisions of administrative tribunals and by the Australian Information Commissioner	Mandatory	60
6	Reports by the Auditor-General, a Parliamentary Committee, the Commonwealth Ombudsman or an agency capability review	Mandatory	60
➤ Management of human resources			
6	Assessment of effectiveness in managing and developing human resources to achieve departmental objectives	Mandatory	61
6	Workforce planning, staff retention and turnover	Suggested	61
6	Impact and features of enterprise or collective agreements, individual flexibility arrangements (IFAs), determinations, common law contracts and Australian Workplace Agreements (AWAs)	Suggested	61
6	Training and development undertaken and its impact	Suggested	61
6	Work health and safety performance	Suggested	62
6	Productivity gains	Suggested	N/A
6	Statistics on staffing	Mandatory	61
6	Indigenous employment statistics	Mandatory	61
6	Enterprise or collective agreements, IFAs, determinations, common law contracts and AWAs	Mandatory	61
6	Performance pay	Mandatory	62

## > GLOSSARY

Section	Description	Requirement	Page
<b>Assets management</b>			
6	Assessment of effectiveness of assets management	If applicable, mandatory	63
<b>Purchasing</b>			
6	Assessment of purchasing against core policies and principles	Mandatory	63
<b>Consultants</b>			
6	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	63
<b>Australian National Audit Office access clauses</b>			
6	Absence of provisions in contracts allowing access by the Auditor-General	Mandatory	64
<b>Exempt contracts</b>			
6	Contracts exempted from publication in AusTender	Mandatory	64
<b>Financial statements</b>			
7	Financial statements	Mandatory	70-94
<b>OTHER MANDATORY INFORMATION</b>			
6	Work health and safety (Schedule 2, Part 4 of the <i>Work Health and Safety Act 2011</i> )	Mandatory	62
6	Advertising and market research (Section 311A of the <i>Commonwealth Electoral Act 1918</i> ) and statement on advertising campaigns	Mandatory	64
6	Procurement initiatives to support small business	Mandatory	64
6	Ecologically sustainable development and environmental performance (Section 516A of the <i>Environment Protection and Biodiversity Conservation Act 1999</i> )	Mandatory	65
	Compliance with the agency's obligations under the <i>Carer Recognition Act 2010</i>	If applicable, mandatory	N/A
6	Grant programmes	Mandatory	64
6	Disability reporting – explicit and transparent reference to agency-level information available through other reporting mechanisms	Mandatory	65
6	Information Publication Scheme statement	Mandatory	65
	Correction of material errors in previous annual report	If applicable, mandatory	N/A
7	List of Requirements	Mandatory	107-109

ACM	Asbestos-containing materials
Agency	Asbestos Safety and Eradication Agency
ASEC	Asbestos Safety and Eradication Council
AMR	Asbestos Management Review 2012
ANAO	Australian National Audit Office
APS	Australian Public Service
ARD	Asbestos-related disease
ASEA Act	<i>Asbestos Safety and Eradication Agency Act 2013</i>
CEO	Chief Executive Officer
Council	Asbestos Safety and Eradication Council
Department	Department of Employment (unless otherwise stated)
DIBP	Department of Immigration and Border Protection
DIY	Do-it-yourself (renovators/renovations)
EL	Executive Level
FOI Act	<i>Freedom of Information Act 1982</i>
GST	Goods and Services Tax
HWSA	Heads of Workplace Safety Authorities
Minister	Minister for Employment (unless otherwise stated)
NAER	National Asbestos Exposure Register
NABERS	National Australian Built Environment Rating System
NSP/Plan	National Strategic Plan for Asbestos Awareness and Management 2014–18
PBS	Portfolio Budget Statement
PGPA Act	<i>Public Governance, Performance and Accountability Act 2013</i>
PS Act	<i>Public Service Act 1999</i>
WHS Act	<i>Work Health and Safety Act 2011</i>

# > INDEX

**Page number conventions:** ‘f’ refers to figures, ‘p’ refers to photographs, ‘t’ refers to tables

## A

abbreviations 110  
 access and further information v  
 accountability 57–65  
 acronyms 110  
 additional work 47–50  
 advertising expenditure 64  
 age at exposure to asbestos 43, 101–2  
 annual performance statement 34–8  
 annual report requirements 107–9  
 Asbestos Communications Working Group 17, 29–30  
 Asbestos in Remote Australian Communities report 36  
 Asbestos Management Review Report 14  
 Asbestos Policy and Regulation Interdepartmental Committee 17–18  
 asbestos products  
   conditions relating to 40, 104  
   detected in imports 54–5  
   illegal dumping of 55  
   in Indigenous communities 56  
   in the community 55  
   media coverage 51–6  
   registrations relating to insulation 41  
   statistics on reported exposures 100–4  
   trends in awareness and management 40–5  
 Asbestos Safety and Eradication Agency  
   committees 28  
   engagements and consultations 96–9  
   overview 12–18  
   program model 38  
*Asbestos Safety and Eradication Agency Act 2013*  
   12–14, 23, 37, 60  
 Asbestos Safety and Eradication Agency Enterprise Agreement 61  
 Asbestos Safety and Eradication Council  
   attendance at 27  
   functions of 23  
   meetings 17  
   member survey 35  
   message from Chair 22  
   overview 19–30  
   year in review 12  
 Asbestos Safety and Eradication Summit 39  
 Asbestos Support Group Network 12, 30, 34  
 Asbestos Waste Working Group 29  
 asset management 63  
 attendance at ASEC meetings 27  
 Audit Committee 60  
 Australian Capital Territory, NAER registrations from 41  
 Australian National Audit Office 60, 64  
 Australian Public Service values 62  
 awareness of asbestos, trends in 40

## B

Baxter, Michelle 24, 24, 28  
 Borowick, Michael 25, 25  
 Browne, Tracey 26, 26, 28  
 Building, Construction and Demolition Sectors Committee 17–18, 28–9

## C

Cambodian Government 12, 39  
 Cash, Michaelia vi, 22 *see also* Minister for Employment  
 Chief Executive Officer *see also* Miller, Nick; Tighe, Peter  
   appointment of 60  
   financial statement 73  
   report by 14  
 collective determination for staff 61  
 committees 28–30  
 Commonwealth Disability Strategy 65  
 consultancy contracts 63  
 consultations by the ASEA 96–9  
 corporate governance 60  
*Customs (Prohibited Imports) Regulations 1956* 30

Customs Brokers and Forwarders Council of Australia 34, 36–7

## D

Davis, Carolyn 26, 26, 28  
 Department of Immigration and Border Protection 54  
 development programs for staff 61  
 disability reporting 65  
 Dodds, Jim 24, 24, 28

## E

ecologically sustainable development 65  
 Education and Employment Legislation Committee 17  
 employee assistance programs 62  
 employees 61–2  
 enabling legislation 13, 23, 60  
 engagements by the ASEA 96–9  
 environmental performance 65  
 ethical standards 62  
 exempt contracts 64  
 external scrutiny 60, 71–2

## F

Fary, Geoff 22  
 financial statements 67–92  
 freedom of information scheme 65  
 frequency of exposure to asbestos 43, 103  
 functions of ASEC 23

## G

gender differences in reported exposure to asbestos 42, 101  
 glossary 110  
 grant programmes 64

## H

Heads of Workplace Safety Authorities Imported Materials with Asbestos Working Group 30, 36–7, 54–5  
 Health and Safety Representative 62  
 human resource management 61–2

## I

illegal dumping of asbestos material 55  
 independent auditor’s report 71–2  
 Indigenous communities, asbestos products in 56  
 information publication scheme statement 65  
 Inquiry into Non-Conforming Building Products 54  
 International Conference on Asbestos Awareness and Management 39  
 ASEC members attend 22  
 overview 39  
 schedule for 17  
 survey results presented to 40  
 year in review 12

## K

Kefford, Andrew 25, 25, 28

## L

learning and development programs for staff 61  
 letter of transmittal vi  
 list of requirements 107–9  
 location of asbestos exposure registrations 100–2  
 loose-fill asbestos exposure 101–2

## M

management 57–65  
 mandatory reporting 63–5  
 market research expenditure 64  
 McArdle, Shane 73  
 media coverage, asbestos-related news 51–6  
 Miller, Nick vi, 73 *see also* Chief Executive Officer  
 Milne, Nancy 26, 26  
 Minister for Employment *see also* Cash, Michaelia  
   accountability to 60  
   ASEA reports to 15  
   ministerial directions 23, 47–50  
 Minister for Finance, accountability to 60

## N

National Asbestos Awareness Week 17  
National Asbestos Exposure Register 14, 40–5, 100–4  
National Asbestos Profile (Cambodia) 12  
National Disability Strategy 65  
National Strategic Plan for Asbestos Management  
and Awareness 2014-18 12–15, 34–6  
New South Wales  
accommodation in state office 65  
NAER registrations from 41  
Nielsen, Julie 25, 25, 28  
Notice of Employee Representational Rights 61  
NSW Independent Commission Against  
Corruption 55

## O

occupational exposure to asbestos 42, 101–2  
Office of Asbestos Safety 14  
outlook for 2017-18 37

## P

Parliamentary Group on Asbestos-Related Disease 17  
performance pay 62  
performance report 32, 70  
pleural plaques 40–1  
Portfolio Budget Statement 36–7  
procurement initiatives to small business 64  
program model 38  
*Public Governance, Performance and Accountability  
Act 2013* 13, 60  
*Public Service Act 1999* 13  
purchasing 63  
purpose, performance against 36

## Q

Queensland, NAER registrations from 44

## R

Research Advisory Committee 17–18, 29  
research themes 37

## S

SafeWork South Australia 54  
secretariat 30  
Senate Economics References Committee Inquiry  
into Non-Conforming Building Products 54  
Smith-Gander, Diane 22, 24, 24, 28  
South East Asian Ban Asbestos Network  
Conference 17  
staff, human resource management 61–2  
stakeholder engagement and communication 16  
survey of attitudes to asbestos 40

## T

Technical Research Advisory Committee 17–18, 29  
Tighe, Peter 14, 14, 28 *see also* Chief Executive Officer  
trends in asbestos awareness and management 40  
Tropical Cyclone Debbie 55

## W

Walters, Robert 26, 26  
Western Australia, NAER registrations from 41, 44  
Western Sydney Regional Illegal Dumping Squad 55  
Williams, Louise (Lou) 17  
Williams, Marnie 25, 25, 28  
work health and safety 62  
working groups 29

## Y

year in review 12–13